

Finance, Ways and Means
Tuesday, November 28, 2023 @ 9:00 AM
Chambers

AGENDA

9:00 AM Call Meeting to Order

Approval of Minutes

- FWMC Meeting Minutes November 13, 2023

Finance/Payroll:

1. Department Update

Treasurer/Budget Officer:

1. Department Update
2. Discussion-Tax Bill Insert
3. Discussion-Modifying Budget Transfer Procedures

County Clerk's Office / DMV:

1. Department Update

Resolutions:

1. Authorizing the Modification of the 2023 Adopted Budget (5113 Consolidated Highway)
2. Authorizing the Modification of the 2023 Adopted County Budget (8340 Clockville Water District)
3. Authorizing the Modification of the 2023 Adopted County Budget (7988 Snowmobile Trails Maintenance)
4. Authorizing the Modification of the 2023 Adopted County Budget (9901 Contribution to Other Funds Expense)
5. Authorizing the Modification of the 2024 Adopted County Budget (9901 Contribution to Other Funds Expense)

Other Committee Business

Preferred Agenda

Next Meeting:

1. Tentative Date December 5, 2023

Adjourn

Finance, Ways and Means Committee

Meeting Minutes

November 13, 2023 9:00 a.m.

PRESENT: Chairman Matthew Roberts
Vice Chair Melissa During (9:10)
Supervisor John Pinard
Supervisor Pete Walrod
ABSENT: Supervisor Ronda Winn

OTHERS PRESENT: Cindy Edick, Treasurer
Tina Wayland-Smith Esq., County Attorney
Samantha Field, Public Information Officer
Mark Scimone, County Administrator
Kristin Guinto, Confidential Secretary to the Board of Supervisors
Lou Anne Randall, Director of Finance (via Zoom)
Keith Lummis, Assistant Director of Finance
Mary Cavanagh, Supervisor (9:10)
Mike Keville, County Clerk
Emily Burns, Clerk to the Board

A quorum being present, Chairman Matthew Roberts called the meeting to order at 9:03 a.m. in the Supervisors Chambers.

I. Approval of Minutes:

Motion by J. Pinard to approve the minutes of the October 26, 2023 meeting; seconded by M. During. Motion unanimously approved.

II. Treasurer:

Treasurer Cindy Edick reported YTD Sales Tax Distributions of \$34,070,836; an increase of \$1.6 million (5.11%) over 2022. Sales tax is still on course to remain on budget for 2023. The 2024 tentative sales tax budget is \$39 million. Treasurer Edick discussed the potential tax levy and the effect that it is expected have on towns and villages.

III. County Clerk:

County Clerk Michael Keville reported that month end DMV total retention was up 2%. There was 28% increase for October 2023 over October 2022. An increase in court search fees was implemented after reevaluating the statute. The statute allows \$5.00 for every two years. The County was charging \$5.00 for every five years. This increase allowed the county to retain \$22,000 more for the month of October.

Resolutions:

1. Authorizing the modification of the 2023 adopted County budget (1169-DA Seized Assets).
2. Authorizing the modification of the 2023 adopted County budget (1310& 9061).
3. Authorizing the Chairman to extend agreement with Three + One Company, Inc.
4. Authorizing modification of the 2023 adopted County budget (1362 Tax Advertising & Expense).
5. Authorizing the modification of the 2024 tentative County budget (1165 District Attorney).
6. Authorizing the modification of the 2024 tentative County Budget (8340 Clockville Water District #1).

M. During made a motion to review and approve resolution 1-6; seconded by P. Walrod. The Committee unanimously voted on and approved all resolutions.

IV. Preferred Agenda:

It was the consensus of the Finance Committee to allow any eligible resolutions from today's meeting to be added to the preferred agenda. All resolutions were voted on and approved by the Committee.

V. ***Next Meeting:*** Tentatively, Tuesday, November 28, 2023.

VI. ***Adjournment:***

The Committee adjourned at 9:15 a.m. on the motion of M. During seconded by J. Pinard. Motion unanimously approved.

Respectfully submitted by Heidi LaSalle on behalf of Chairman Matthew Roberts

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2023 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2023 Adopted County Budget be modified as follows:

County Road Fund

5113 Consolidated Highway Program (CHIPs)

Expense

	<u>From</u>	<u>To</u>
D511350 547330 Contract Paving	\$2,733,653	\$2,811,726
D511350 547350 In-Place Recycling	<u>2,690,800</u>	<u>2,612,727</u>

Control Totals	<u>\$5,424,453</u>	<u>\$5,424,453</u>
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Dated: December 5, 2023

Matthew A. Roberts, Chairman
Finance, Ways & Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2023 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2023 Adopted County Budget be modified as follows:

Water Fund

8340 Clockville Water District No. 1

Revenue

	<u>From</u>	<u>To</u>
FX834080 424001 Interest & Earnings	\$ <u>481</u>	\$ <u>2,481</u>

Control Total		\$ <u>2,000</u>
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Expense

FX834080 540215 Bond Issuance Expense	\$ <u>10,500</u>	\$ <u>12,500</u>
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Control Total		\$ <u>2,000</u>
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Dated: December 5, 2023

Matthew A. Roberts, Chairman
Finance, Ways & Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2023 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2023 Adopted County Budget be modified as follows:

General Fund

7988 Snowmobile Trails Maintenance

	<u>From</u>	<u>To</u>
<u>Expense</u>		
A798870 542747 Snowmobile Trails Maintenance	\$ <u>150,000</u>	\$ <u>161,650</u>
Control Total		\$ <u>11,650</u>

Revenue

A798870 438890 St Aid Snowmobile Trail Grooming	\$ <u>150,000</u>	\$ <u>161,650</u>
Control Total		\$ <u>11,650</u>

Dated: December 5, 2023

Matthew A. Roberts, Chairman
Finance, Ways and Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2023 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2023 Adopted County Budget be modified as follows:

General Fund

9901 Contribution to Other Funds

Expense

	<u>From</u>	<u>To</u>
A990199 594101 Transfer to Road Machinery Mid-Year	\$-0-	\$279,500

Control Total		\$279,500
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Fund Balance

A 300599 Appropriated Fund Balance	\$7,090,061	\$7,369,561
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Control Total		\$279,500
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Road Machinery Fund

5130 Road Machinery Repairs & Expense

Expense

DM513050 529061 Roof Expense	\$775,500	\$1,055,000
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Control Total		\$279,500
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Revenue

DM513050 450326 Transfer from General Fund Mid-Year	\$-0-	\$279,500
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Control Total		\$279,500
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Dated: December 5, 2023

Matthew A. Roberts, Chairman
Finance, Ways & Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2024 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2024 Adopted County Budget be modified as follows:

General Fund

9901 Contribution to Other Funds

Expense

	<u>From</u>	<u>To</u>
A990199 594100 Contribution to Road Machinery Fund	<u>\$3,039,931</u>	<u>\$2,760,431</u>
Control Total		<u>(\$279,500)</u>

Fund Balance

A 300599 Appropriated Fund Balance	<u>\$7,750,000</u>	<u>\$7,470,500</u>
Control Total		<u>(\$279,500)</u>

Road Machinery Fund

5130 Road Machinery Repairs & Expense

Expense

DM513050 529061 Roof Expense	<u>\$279,500</u>	<u>\$-0-</u>
Control Total		<u>(\$279,500)</u>

Revenue

DM513050 450312 Contribution from General Fund	<u>\$3,039,931</u>	<u>\$2,760,431</u>
Control Total		<u>(\$279,500)</u>

Dated: December 5, 2023

Matthew A. Roberts, Chairman
Finance, Ways & Means Committee