

Finance, Ways and Means Committee

Meeting Minutes

May 26, 2022 9:00 a.m.

PRESENT: Chairman Matt Roberts
Vice Chairman Cliff Moses
Supervisor Ronda Winn 9:05
Supervisor Mary Cavanagh
Supervisor Jim Cunningham via Zoom

OTHERS PRESENT:

Melissa Felton, Second Assistant County Attorney
Mark Scimone, County Administrator 9:05
Samantha Field, Public Information Officer
Keith Lummis, Assistant Director of Finance
Cindy Edick, Treasurer
Michael Keville, County Clerk
Rebecca Marsala, Deputy Treasurer
Emily Burns, Confidential Secretary to the Board
Paul Lutwak, Director of Information Technology

A quorum being present, Chairman Matt Roberts called the meeting to order at 9:00 a.m. in the Supervisors Chambers.

I. Approval of Minutes:

Motion by C. Moses to approve the minutes of the April 28, 2022 meeting; seconded by M. Cavanagh. Motion unanimously approved.

II. County Clerk

County Clerk Michael Keville reported 2022 YTD DMV transactions totaled \$566,851. This is a 6.7% increase compared to 2019 and a month to date decrease of 9%. Clerk Office YTD totals were \$224,253. This is a 32% increase compared to 2019, and a 14.9% month to date increase. Clerk Keville informed the committee that the Rome DMV has closed its office due to staffing issues. Shift changes for staffing at the Wampsville DMV are being considered in order to accommodate the potential increase in customers because of the Rome closure.

Clerk Keville informed the committee that regulations are changing for the registration for vehicles weighing over 6,000 pounds. These changes will allow this class of vehicles to be registered as commercial or passenger, rather than commercial only. Clerk Keville learned at a recent meeting of NYS Association of County Clerks, that changes related to the expungement of felony records are being considered. Keville also learned that consolidation of courts is also being considered. Clerk Keville is working with the County Attorney's office on a Domestic Partner Registry for Madison County.

III. Finance Director:

Assistant Director of Finance Keith Lummis stated that State Comptroller has reached out for further information and questions related to the 2021 AUD filing. Bonadio audit team is assisting with responses to these questions. Bonadio is expected to begin the audit of 2021 financial statements in June with an expected draft for a review by the end of July. Another Bonadio audit team will begin the 2021 Deferred Compensation audit fieldwork on June 21st. Training, practicing, testing and implementation continues for the preparation of the MUNIS upgrade in October.

Assistant Director Lummis conveyed that Finance Director Lou Anne Randall is working on updates to the P Card and Year End policies as well as implementation of the GASB87 lease accounting.

IV. Treasurer:

The Treasurer's Office is busy balancing Town and County taxes with Town Clerks according to Treasurer Cindy

Edick. Town of Lenox and Lincoln had to break their CAP. The Lenox Assessor is working out well however, the Lincoln Assessor will be resigning around June 30, 2022.

Sales tax through May 13, 2022, the final distribution for May, totaled \$12,047,521; an increase of 17.85% from 2021.

Deputy Treasurer Rebecca Marsala discussed hiring a Data Collector for the County. The Data Collector would be responsible for providing taxpayers with assessment information, providing the assessor with information not accessible by the assessor, and creating building footprints to be uploaded into the CAD system for 911 information. The cost to the towns is yet to be determined. The Towns Supervisors will be asked for input regarding this position.

Town and County tax collection has been challenging this year. Collectors using Community Bank are being forced to use a lock box in Boston which has been inaccurate and complicated. With an impending retirement within the Treasurer's office, Town Supervisors will be contacted regarding Madison County collecting for the towns. The towns will have the chance to implement the process prior to the retirement for a smooth transition.

V. Resolutions:

1. Authorizing the modification of the 2022 adopted County budget (PEAF).
2. Authorizing the Chairman to enter into an agreement and modify the 2022 adopted County budget for Public Health Preparedness Grant.
3. Authorizing the modification of the 2022 adopted County budget (5113 Consolidated Highway).
4. Authorizing the modification of the 2022 adopted County budget (5113 Consolidated Highway).
5. Authorizing the modification of the 2022 adopted County budget (Road Machinery).
6. Acknowledging introduction of proposed Local Law No. 2 for the year 2020 and calling for a public hearing.
7. Authorizing the modification of the 2022 adopted County budget (8197 Office Complex Sanitary Sewer).

C. Moses made a motion to review and approve resolutions 1-7; seconded by M. Cavanagh. The committee unanimously approved all resolutions.

VI. Preferred Agenda:

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

VII. Next Meeting: June 30, 2022

VIII. Adjournment:

The Committee adjourned at 9:46 a.m. on the motion of C. Moses; seconded by M. Cavanagh. Motion unanimously approved.

Respectfully submitted by Heidi LaSalle on behalf of Chairman Matt Roberts