

MADISON COUNTY FINANCE WAYS AND MEANS COMMITTEE

Meeting Agenda - Thursday, October 24, 2024

Call Meeting to Order

The Board convened at 9:00 AM in the Supervisor's Chambers, second floor, County Office Building, Wampsville, NY. Supervisor Roberts, Supervisor During, Supervisor Corbin, Supervisor Winn, Supervisor Stokes were present.

OTHERS PRESENT:

County Attorney Tina Wayland-Smith, Second Assistant County Attorney Melissa Felton, County Clerk Mike Keville, Board Clerk Emily Burns, BOS Conf. Secretary Jennifer Keville, Treasurer Cindy Edick, Finance Director Lou Anne Randall, PIO Samantha Field, Chairman Cunningham, Vice Chairman Walrod, Supervisor Pinard (zoom), County Administrator Mark Scimone, Chief Assistant District Attorney Robert Mascari, Deputy Treasurer Ryan Chaires, County Attorney Intern Trey Gates, Assistant Director of Finance Keith Lummis, Supervisor Daviau, Town of Sullivan Comptroller Eric Tedford, and Supervisor Reger.

A quorum being present, Chairman Matthew Roberts called the meeting to order at 9:00AM.

Approval of Minutes

1. September 26, 2024 DRAFT Minutes

On motion by Supervisor During, seconded by Supervisor Corbin, the motion was made to approve the September 26, 2024, draft minutes. The motion was passed.

Finance/Payroll

Lou Anne Randall, Finance Director

- Budget Software: In progress of testing new budget software for implementation next year; will be included in next month's resolutions.
- Staff Changes: Accountant will be resigning in the next couple of weeks. Junior Accountant will be promoted to the accountant position. Asking for OA2 in purchasing; they will assume some Junior Accountant duties along with Purchasing duties.
- Budget Transition: A budget analyst will be added to assist with the transition when Cindy departs. Mark, Lou Anne, Keith, and the new hire will manage the budget together.
- Payroll Updates: Payroll was busy with two days of liaison training. Excellus representatives met with all departments for two days. Humana addressed any questions for retirees and those turning 65. Payroll Specialist attended NYS retirement training.
- Purchasing Updates: Purchasing team had trainer refreshing courses. Heidi attended a grant training seminar.

Treasurer/Budget Officer

Cindy Edick, Treasurer

1. Sales Tax Report

Treasurer Edick reported that, as of October 18th, tax revenue for the year is \$1,811.00 ahead of 2023, which is an increase of 0.01%. The October distribution was notably low, impacted by a state reconciliation.

2. 2025 Budget Update

The Committee reviewed historical data starting from 2010, provided by Treasurer Edick. The budget remains in draft form with ongoing changes; a cut-off date is set for about a week from now. The draft budget proposes a tax levy of \$48.3 million, an increase of \$1.2 million (2.6%), staying within the 2025 tax cap. Treasurer Edick provided a brief overview of Budget Items to the Committee members.

Real Property Tax Services

Ryan Chaires, Deputy Treasurer

- Tax Collections: Currently processing returned village taxes; school taxes are expected next month.
- Corrections of Errors: Currently working on a list of corrections. A resolution for corrections under \$2,500 will be presented at a future meeting. Corrections exceeding \$2,500 will require individual resolutions.

County Clerk's Office / DMV

Mike Keville - County Clerk

October 2024 Clerk Report:

The Numbers:

DMV

MTD- \$82,881.35; 12% DECREASE

YTD- \$1,083,392.72; 9% DECREASE

YTD W ONLINE- \$1,226,563.22; \$3K ahead

Recording Clerk

Recording Fees

MTD- \$46,792.50; 3% INCREASE

YTD- \$529,795.00; 24% INCREASE

Mortgage Tax

MTD- \$31,121.37; 13% DECREASE

YTD- \$423,719.32; 6% INCREASE

Transfer Tax

MTD- \$64,146.00; 11% DECREASE

YTD- \$774,512.00; 24% INCREASE

Records Management - We are moving forward with some improvements with the DSS basement remote storage space, working with John Regan, Paul Lutwak, Jessica Prievo and Lou Anne Randall.

DMV - We will be interviewing in the next two weeks for a provisional position to fill a vacancy created by a promotion. Working with John Regan and Paul Lutwak to do infrastructure upgrades for our wiring in DMV.

Clerk's Office - Successful passport fair with Colgate University - will become a twice-annual event. We will be reaching out to high schools to do the same.

Historian - Continues working with Madison County Tourism. New displays for County pamphlets restored in the Building #4 Lobby.

Resolutions

1. Accepting Tentative Budget as Filed by Budget Officer
2. Appointing a Committee to Review the 2025 Tentative Budget
3. Authorizing Public Hearing for Tentative Budget on the Clockville Water District for 2025
4. Authorizing Public Hearing on the Tentative County Budget for Fiscal Year 2025
5. Adopting Budgets for the County of Madison for Fiscal Year 2025
6. Apportionment of County Taxes
7. Appropriation for Conduct of County Government for Fiscal Year 2025

8. Levying Unpaid Central School District Taxes
9. Levying Unpaid Village Taxes
10. Authorizing the County Chairman and the Clerk of the Board of Supervisors to Sign, Seal and Deliver Tax Warrants for Fiscal Year 2025
11. Authorizing the Chairman to Accept Grant Funds with the NYS STOP DWI Foundation and Modifying the 2024 County Budget (STOP DWI Statewide High Visibility Engagement Campaign)
12. Authorizing Participation in a Federal Grant and Modifying the 2024 County Budget (Police Traffic Services)
13. Authorizing the Modification of the 2024 Adopted County Budget (OCFS Grant Fringes)
14. Authorizing the Modification of the 2024 Adopted County Budget (MH State Aid)
15. Authorizing the Modification of the 2024 Adopted County Budget (Child Passenger Safety Program)
16. Authorizing the Modification of the 2024 Adopted County Budget (Foster Care/JD)
17. Authorizing the Modification of the 2024 Adopted County Budget (Madison Transit)
18. Authorizing the Modification of the 2024 Adopted County Budget (Highway)
19. Authorizing the Modification of the 2024 Adopted County Budget (Contingent)
20. Authorizing the Modification of the 2024 Adopted County Budget (ARPA)

Following Treasurer Edick's suggestion, Resolution 20 was removed from the agenda.

21. Authorizing the Modification of the 2024 Adopted County Budget (IT)
22. Modifying the 2024 Budget for the Public Health Infrastructure Grant
23. Approval Mortgage Tax Report Fall 2024
24. Authorizing the Disbursement GAP Elimination Funds to Madison County Towns and Villages

On motion by Supervisor During, seconded by Supervisor Winn, the motion was made to review and approve Resolutions 1 - 19 and 21 - 24. The motion was passed.

Other Committee Business

- Supervisor Loren Corbin asked if County Clerk Mike Keville could talk about quit claim deeds. Mike explained that while the clerks do not have the legal authority to scrutinize deed contents; they are required to record deeds that meet statutory signature and information requirements. A large portion of the fraudulent quit claim deeds submitted have been done so electronically. The County has implemented safeguards, including notifications on its website and Facebook, as well as a free email alert system for residents to monitor filings in their names. This enables residents to challenge unauthorized filings through civil proceedings, with potential fraud cases escalating to a criminal matter. Currently, there have been no claims reported in Madison County.
- Town of Sullivan Supervisor, Thomas Daviau requested to speak about the current policy for distributing Host Community Benefits to the municipalities in Madison County. Town of Sullivan Comptroller, Eric Tedford, expressed his concerns and presented his recommendations for proposed policy changes that include adjusting the Town of Sullivan's distribution amount to 15%. The discussion continued with the Town of Lincoln Supervisor, Melissa During sharing her concerns about the differences in hosting a landfill compared to casinos, highlighting the associated complications and challenges.
- Town of Cazenovia Supervisor, Kyle Reger provided an update on his follow-up to questions raised regarding the Dolly Parton Imagination Library presentation from the previous Committee of the Whole Meeting.

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.

Next Meeting

November 15th, 2024 @ 9:00AM in the Chambers

Adjourn

The Committee adjourned at 10:08 AM on motion by Melissa During, seconded by Loren Corbin. Motion unanimously approved.

Respectfully submitted by Jennifer Keville on behalf of Chairman Matthew Roberts.