

MADISON COUNTY FINANCE WAYS AND MEANS COMMITTEE

Meeting Agenda - Thursday, March 27, 2025

Call Meeting to Order

The Committee convened at 9:00am in the Supervisors' Chambers, second floor, County Office Building, Wampsville, NY. Supervisor Roberts, Supervisor During (9:07am), Supervisor Cavanagh, Supervisor Corbin, and Supervisor Winn (9:02am) were present.

OTHERS PRESENT:

County Attorney Tina Wayland-Smith, Second Assistant County Attorney Melissa Felton, Chief Assistant District Attorney Bob Mascari, County Clerk Mike Keville, Treasurer Cindy Edick, Finance Director Lou Anne Randall, Supervisor Pinard, Supervisor Daviau, County Administrator Mark Scimone, Deputy Treasurer Ryan Chaires, Real Property Director Karin Richmond, Deputy Director of Real Property Mary Dam, Supervisor Walrod, Asst. Finance Director Keith Lummis, PIO Samantha Field, Board Chairman Cunningham, BOS Conf. Secretary Jennifer Keville, Madison-Oneida BOCES New Visions student Hannah Cere

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

Approval of Minutes

1. 02/20/2025 DRAFT Minutes

On motion by Supervisor Corbin, seconded by Supervisor Cavanagh, the motion was made to approve the February 20, 2025 meeting minutes. The motion was passed.

Finance/Payroll

Lou Anne Randall, Finance Director

- **Year-End:** currently busy with year-end closing activities.
- **ClearGov:** in the process of learning the new ClearGov budgeting software and will provide updates on progress.
- **Staffing:** new Budget Analyst is scheduled to start on April 7.
- **Payroll:** busy with retroactive pay for blue-collar and nurses' union contracts.
- **Retirement Rates:** some rates have increased as expected, some have decreased unexpectedly. The reasons for the decreases are unclear at this time, and the department will continue to investigate and keep the committee informed.

Treasurer/Budget Officer

Cindy Edick, Treasurer

- **Sales Tax:** Collections to date are ahead of 2024 figures by approximately \$460,000, representing an increase of just over 8%. This performance is better than anticipated.
- **Investments:** The county currently has \$40.5 million invested in U.S. Treasuries, \$15 million in two CDs earning 5%, and approximately \$25 million in the NY MuniTrust at a current rate of 4.31%.
- **Contingent Balance:** The year-end contingent balance is projected to be approximately \$432,000, which is in line with expectations.
- **Upcoming:** The highway garage needs significant work to the steel columns. The current estimate is \$2.4 million, which can be spread over a three-year period.
- **Administrator of Estates:** The Treasurer also "voluntarily" administers estates when there is no will, or when the court is in need of an impartial party to handle the process. There are currently a couple of these cases being managed.

Real Property Tax Services

Ryan Chaires, Deputy Treasurer

- **Short-Term Rental Compliance:** With New York State's short-term rental law now in effect, the department is exploring software options to stay in compliance and establish a local registry. Meetings have been held with several vendors, with more scheduled in the near future.
- **Tax Foreclosure Postings:** Toward the end of April, the first round of tax foreclosure postings will go out for properties where owners have not yet made contact.

1. Senior Exemption Discussion

Karin Richmond, Real Property Director

Karin provided requested examples showing potential increases to income tiers, along with scenarios illustrating how seniors at various income levels would be affected and what their estimated average county tax could be under each option. The committee discussed the proposals and reached consensus to increase the income tier by \$15,000. A resolution for the required public hearing, along with the adoption resolution, will be prepared for the next meeting.

County Clerk's Office / DMV

Mike Keville - County Clerk

March 2025 Clerk Report:

The Numbers:

DMV

MTD - \$109,020.72; 22% INCREASE

YTD - \$328,394.98; 19% INCREASE

YTD w/ ONLINE - \$348,158.87; 21% INCREASE

Transactions - 34,759; 22.44% INCREASE

Recording Clerk

Recording Fees

MTD - \$41,457.00; 9% DECREASE

YTD - \$138,741.50; 2% DECREASE

Mortgage Tax

MTD - \$34,525.10; 37% INCREASE

YTD - \$108,471.60; 9% INCREASE

Transfer Tax

MTD - \$49,292.00; 22% INCREASE

YTD - \$155,500.00; 3% DECREASE

Department Updates:

Records Management: Minor adjustments are being made to the new software in coordination with IT to ensure it's hosted on the proper server—maximizing data protection and service effectiveness for the County.

DMV: Revenue is currently more than \$50,000 ahead of last year, based solely on in-office transaction retention. The department is extremely busy due to the REAL ID deadline, new partnerships, and high volumes from increased auto sales. Clerks are working overtime to stay current. The department plans to request an additional hire, anticipating two retirements by year-end. If necessary, one of those positions may go unfilled at that time. There has also been public confusion regarding the star image not appearing on the NYS Enhanced Driver's License. Efforts are underway to address this through public communication, including outreach to get the information into the news.

Clerk's Office: Although a second passport fair at Colgate was scheduled, it had to be canceled due to low interest. The part-time position is being restored to full-time. Efforts are underway to digitize some map series and properly scan/index old deeds to improve access and service for the public and land professionals. Deputy Clerk Andrea Hitchings was nominated by three of the employees in the office, although she did not win she had the most nominations.

Historian: The book manuscript documenting significant fires in Madison County is now complete. The office will also host the NYS Association of Public Historians (NYSAPH) Conference in October in Cazenovia. Additionally, the first History Where You Eat event is scheduled for May 18, 2025, at Apple Creek Country Club in DeRuyter.

Donate Life Month: April is Donate Life Month. The office will host a raffle that includes a 70" Samsung TV and themed baskets, which will be on display throughout April. Tickets are 3 for \$5. A press conference will be held on April 30 featuring stories from donor recipients and the raffle drawing. Chittenango High School student artwork and DMV team decorations will also be featured. The Clerk's Office is assisting with planning and administering the fundraiser.

Resolutions

1. Authorizing the Modification of the 2025 Adopted County Budget (Probation)
2. Authorizing the Modification of the 2025 Adopted County Budget (Sheriff's)
3. Authorizing the Modification of the 2025 Adopted County Budget (Center Rd Project)
4. Authorizing the Modification of the 2025 Adopted County Budget (Adoption/Guardian Incentive)
5. Authorizing the Modification of the 2025 Adopted County Budget (Mental Health)
6. Authorizing the Modification of the 2025 Adopted County Budget (Reserves)
7. Authorizing the Modification of the 2025 Adopted County Budget (IT)

On motion by Supervisor During, seconded by Supervisor Cavanagh, the motion was made to approve Resolutions 1 - 7. The motion was passed.

Other Committee Business

none

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 - April 24, 2025, at 9:00 am

Adjourn

On motion by Supervisor Cavanagh, seconded by Supervisor Corbin, the Board adjourned at 10:02am.

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