

MADISON COUNTY FINANCE WAYS AND MEANS COMMITTEE

Meeting Agenda - Thursday, April 24, 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, Supervisor Cavanagh, Supervisor Corbin, and Supervisor Winn were present.

OTHERS PRESENT:

County Attorney Tina Wayland-Smith, Second Assistant County Attorney Melissa Felton, Chief Assistant District Attorney Bob Mascari, Treasurer Cindy Edick, Finance Director Lou Anne Randall, Susan McConnell (Finance), Supervisor Pinard, Supervisor Daviau, County Administrator Mark Scimone, Supervisor Walrod, Asst. Finance Director Keith Lummis, County Clerk Michael Keville, PIS Ryan Coe, Board Chairman Cunningham, BOS Conf. Secretary Jennifer Keville

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

Approval of Minutes

1. Draft FWM Minutes - 03/27/2025

On motion by Supervisor Cavanagh, seconded by Supervisor Corbin, the motion was made to approve the March 27, 2025 meeting minutes. The motion was passed.

Finance/Payroll

Lou Anne Randall, Finance Director

- **New Staff:** Susan McConnell was introduced as the new Budget Analyst in the Finance Department. She's a great addition to the team and will attend finance school in two weeks. Susan shared she has 10 years of non-profit experience in the county, most recently with CCE as Finance Administrator, and previously at CAP. She looks forward to working with everyone.
- **Financial Report:** Lou Anne stated the department has been busy with their report. As of this morning, the fund balance is \$33,381,000. With \$6,897,752 appropriated for this year's budget, the starting balance is \$26,484,117—an increase from last year and over the past three years. The county is in good shape.
- **Year-End Closeout:** The department has nearly finished closing the 2024 books and is looking at not allowing p-card use in January for prior year purchases going forward.

Treasurer/Budget Officer

Cindy Edick, Treasurer

- **Sales Tax:** for the first full quarter is over 8% ahead of 2024, which is well above expectations.

- **Occupancy Tax & Airbnb:** Occupancy tax has been a challenge due to changes in short-term rental laws. Cindy noted that Airbnb confirmed it is not collecting or remitting occupancy tax in counties without a voluntary collection agreement; our county currently does not have one. She has a meeting with Airbnb on April 30 and has requested the latest version of the agreement to review beforehand. Airbnb is collecting and remitting sales tax to the state. They are also encouraging hosts to urge counties to opt out of registries, citing concerns that registries could lead to more restrictions, code enforcement, and licensing.

Real Property Tax Services

Cindy Edick, Treasurer

- Currently working with assessors to prepare the tentative roll.
- There are currently 109 unpaid 2023 tax accounts that could be subject to foreclosure sale. The office expects that number to drop before April 30, as payments made after that date must also include 2025 town taxes.
- Deputy Treasurer Ryan Chaires is out physically posting properties where certified mailers for the petitions and notices of foreclosure were not returned.

County Clerk's Office / DMV

Mike Keville - County Clerk

April 2025 Clerk Report:

The Numbers:

DMV

MTD - \$133,175; 52% INCREASE

YTD - \$487,495.59; 32% INCREASE

YTD w/ ONLINE - \$544,541.20; 30% INCREASE

Transactions - 52,288; 30.94% INCREASE

Recording Clerk

Recording Fees

MTD - \$47,427.50; 1% DECREASE

YTD - \$195,852.00; 1% DECREASE

Mortgage Tax

MTD - \$31,048.25; 32% DECREASE

YTD - \$147,179.35; 2% DECREASE

Transfer Tax

MTD - \$59,966.00; 2% DECREASE

YTD - \$226,114.00; 1% DECREASE

Department Updates:

Records Management: Still waiting for software correction-switch to a different server.
Working on completing current contract for shredding.

DMV: remains one of the only offices in our region not requiring appointments, resulting in double the daily customer volume. Due to poor communication from the state and federal government, the May 7 REAL ID "deadline" has caused many people to come in unnecessarily to upgrade or obtain new documents. Interviews are underway for the position approved at last month's meeting. Currently working with Ryan Aylward to reclassify a part-time clerk position to an additional DMV position. Mike expressed thanks to the Facilities staff for maintaining the office during increased foot traffic, and to the Security staff for assisting with line management and helping customers with license plate changes.

Clerk's Office: There has been an uptick in passports this year. A new tablet for the passport camera has been successfully ordered and is expected to arrive soon. The semi-annual tax disbursement will be ready for the next committee meeting.

Historian: Matt Urtz is working with a BOCES intern on cemetery scripts and lobby displays. The "History Where You Eat" program will take place on May 18 in DeRuyter, with another scheduled for June 17 at the Brae Loch Inn in Cazenovia. On May 10, Matt will host historians from all over the region at Delphi Falls, and the NYSAPH October conference will be held in Cazenovia.

Donate Life Month: have has raised over \$1,700 so far, with all proceeds going directly to Donate Life NY. A press conference is scheduled for Wednesday, April 30, @ 10:00am featuring the prize drawings and a guest speaker who is a tissue and organ recipient. Special thanks were extended to the Board of Supervisors, County Attorneys, and all DMV & Clerk staff for their help and support, as well as the PIO Office for community outreach.

Resolutions

1. Calling for a Public Hearing Regarding Increasing the Tax Exemption for Qualified Senior Citizens
2. Increasing the Tax Exemption for Qualified Senior Citizens
3. Directing the County Attorney's Office to Draft Legislation for Reauthorization of Madison County's Local 1 Percent Sales and Compensating Use Tax
4. Authorizing the Modification of the 2025 Adopted Budget (CAC Grant)
5. Authorizing the Modification of the 2025 Adopted County Budget (Information Technology)

Cindy Edick explained that this budget modification is necessary due to higher than anticipated bids for new patrol vehicle computers. It also includes funding for software for the Duress notification system at the DSS building, as their state computers are not connected to the county duress system.

6. Authorizing the Modification of the 2025 Adopted County Budget (Personal Services)
7. Authorizing the Modification of the 2025 Adopted County Budget (Planning)

8. Authorizing the Modification of the 2025 Adopted County Budget (Road Machinery)
9. Authorizing the Modification of the 2025 Adopted County Budget (Sheriff)

On motion by Supervisor During, seconded by Supervisor Cavanagh, the motion was made to approve Resolutions 1 - 9. The motion was passed.

Other Committee Business

Supervisor Corbin expressed concern regarding the degree to which the contingent fund has been utilized this early in the year, noting that the remaining balance may not be sufficient for the rest of 2025. He suggested that resolutions clearly indicate whether items are budgeted or not, as this information is important for the FWM Committee when weighing decisions.

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 - May 29, 2025, at 9:00 am

Adjourn

On motion by Supervisor Corbin, seconded by Supervisor During, the Board adjourned at 9:59am.

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