

MADISON COUNTY FINANCE WAYS AND MEANS COMMITTEE

Meeting Agenda - Thursday, May 29, 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, PIO Samantha Field, County Attorney Intern Michael Mariani, Deputy Treasurer Ryan Chaires, First Assistant County Attorney Jeff Aumell, and 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 - 04/24/2025

On motion by Supervisor During, seconded by Supervisor Cavanagh, the motion was made to approve the April 24, 2025 meeting minutes. The motion was passed.

Finance/Payroll

Lou Anne Randall, Finance Director

- Venesky cost and allocation study completed.
- Bonadio audit currently in progress.
- Teamsters audit complete, noted that all members must enroll in health insurance-union approval is required to opt out.
- Lou Anne, Keith and Susan attended Finance School.
- Made the CashVest 90+ club, 99.1% of funds are earning interest.
- thanks to Cindy Edick and Susan McConnell for their work with ClearGov.

Treasurer/Budget Officer

Cindy Edick, Treasurer

1. Sales Tax Report

- Susan McConnell has led the work on ClearGov budget software, beginning with the personnel aspect and moving into operational budgeting.
- CashVest indicated the intention of attending a future meeting to officially present a plaque to the County for their 90+ Club member status.
- Sales Tax revenue through May is up \$854,000 (6.8%) compared to last year, exceeding expectations.

2. Fund Balance Policy-Annual Review

- Following the annual financial report filing, the Fund Balance Policy should be reviewed and updated as needed, a copy of the current Fund Balance Policy and Summary were provided for review.
- FYI - County received first two court orders to pay out surplus from the sale of residential properties; this process, previously discussed, has now begun.

Real Property Tax Services

Ryan Chaires, Deputy Treasurer

- Completed village taxes and is preparing for upcoming school tax collections.
- Currently working on final roll.
- Interviews are in progress for the open GIS Specialist position.

County Clerk's Office / DMV

Mike Keville - County Clerk

May 2025 Clerk Report:

The Numbers:

DMV

MTD - \$125,899.77; 13% INCREASE

YTD - \$645,315.72; 25% INCREASE

YTD w/ ONLINE - \$702,360.33; 27% INCREASE

Transactions - 69,962; 28.22% INCREASE

Recording Clerk

Recording Fees

MTD - \$47,476.50; 9% INCREASE

YTD - \$256,323.00; 1% INCREASE

Mortgage Tax

MTD - \$34,0007.75; 8% INCREASE

YTD - \$203,905.35; 8% INCREASE

Transfer Tax

MTD - \$72,864.00; 28% INCREASE

YTD - \$316,144.00; 1% INCREASE

Department Updates:

Records Management: Still waiting for software correction, which involves switching the software to a different server. Continuing to work on completing current contract for shredding.

DMV: There has been a huge increase in foot traffic and dealer packets. The new employee is doing well and is currently focused exclusively on dealer packets. Staff from the second floor have been helping with editing dealer work. Mondays and Fridays continue to be extremely busy. The Commissioner has no intention of ending appointment-only scheduling at State DMV offices in the foreseeable future, and there are no plans to add the star to the REAL ID. CDL licenses with enhanced status are not validating. Seeking to convert a part-time Recording Clerk position to a full-time MVR due to the current workload. Overtime use remains high, and staff are still "sinking." The DMV office will be closed to the public on June 20th to provide some relief, allowing clerks to either work three 10-hour days or use vacation or comp time.

Clerk's Office: Plans are underway to adjust and update the countertop to allow all clerks to work behind the counter. The summer intern, who previously helped edit packets at the DMV, is now focused on digitizing the assignments and satisfaction record series.

Historian: Preparing for the upcoming "History Where You Eat" event taking place at Cornell Cooperative Extension on Oneida Lake in Bridgeport.

Conference: Madison County was the top fundraiser for Donate Life, raising around \$3,300. Discussion of ongoing issues related to Transfer on Death Deeds, the Judicial Privacy Act, tax warrants to the Department of State, and the upcoming Clean Slate legislation.

Resolutions

1. Authorizing the Modification of the 2025 Adopted County Budget (Mental Health)
2. Authorizing the Modification of the 2025 Adopted County Budget (Veteran's Agency)
3. Authorizing the Modification of the 2025 Adopted County Budget (4th UQI & CR)

4. Authorizing the Modification of the 2025 Adopted County Budget (Forfeiture Expense)
5. Authorizing the Modification of the 2025 Adopted County Budget (K9 Donation)
6. Authorizing the Modification of the 2025 Adopted County Budget (OCFS Grant)
7. Authorizing the Modification of the 2025 Adopted County Budget (Highway Maintenance)
8. Authorizing the Modification of the 2025 Adopted County Budget (Highway-CHIPS)
9. Authorizing the Modification of the 2025 Adopted County Budget (Central Services Equipment)
10. Authorizing Towns, Village and City Municipal Grants and Modifying the 2025 Adopted County Budget
11. Authorizing Special District Grants and Modifying the 2025 Adopted County Budget
12. Authorizing the Approval of Refund of Real Property Taxes in Accordance with Stipulation and Order of Settlement
13. Directing the County Attorney's Office to Draft Legislation to Allow Madison County to Extend an Additional Mortgage Recording Tax in Madison County

On motion by Supervisor Cavanagh, seconded by Supervisor During, the motion was made to approve Resolutions 1 - 13. The motion was passed.

Other Committee Business

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 - June 26, 2025, at 9:00 am

Adjourn

On motion by Supervisor Corbin, seconded by Supervisor During, the Board adjourned at 10:04am.

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