

MADISON COUNTY FINANCE WAYS AND MEANS COMMITTEE

Meeting Agenda - Thursday, June 26, 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, Treasurer Cindy Edick, Finance Director Lou Anne Randall, 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, Clerk to the Board of Supervisors Emily Burns, Chairman Jim Cunningham and BOS Conf. Secretary Jennifer Keville.

A quorum being present, Chairman Matthew Roberts called the meeting to order at 9:01am.

Approval of Minutes

1. May 29th, 2025 DRAFT Meeting Minutes

On motion by Supervisor Winn, seconded by Supervisor Corbin, the motion was made to approve the May 29, 2025 meeting minutes. The motion was passed.

Finance/Payroll

Lou Anne Randall, Finance Director

- 2024 books have officially closed.
- Shellie English retired after 30 years of service; the office will now request an Accountant position instead of OAll due to internal changes.
- Preparation is underway for ClearGov training with departments.
- three+one has requested to attend the September Board meeting to present the County with a plaque.
- The Health Insurance Task Force is reviewing potential formulary changes for next year.
- The audit with Bonadio remains in progress and is expected to be completed in July.

Treasurer/Budget Officer

Cindy Edick, Treasurer

1. Sales Tax Report

- First instance of a negative sales tax distribution compared to the same period last year; down \$111,186 or approximately 17.5%. Three additional distributions remain for the second quarter of 2025.
- July marks the kickoff of the 2026 budget preparation process for all departments.
- Preparations underway for training on the new ClearGov budget software; live Zoom sessions will be offered for departments using the system for the first time.
- Preliminary estimate for the 2026 tax cap is approximately 3%, based on current data.

Real Property Tax Services

Ryan Chaires, Deputy Treasurer

- Preparations underway for the upcoming foreclosure auction.
- 2nd round of property postings scheduled for July 16–18 with notably fewer properties on the second posting list, indicating taxes are being paid.

County Clerk's Office / DMV

Mike Keville - County Clerk

June 2025 Clerk Report:

The Numbers:

DMV

MTD - \$102,342.41; 21% INCREASE

MAY - \$666,079.19; 25% INCREASE

MAY w/ ONLINE - \$742,052.62; 26% INCREASE

Transactions - MTD - 12,047; 26% INCREASE

MAY - 56,184; 33.41% INCREASE

Recording Clerk

Recording Fees

MTD - \$47,072.50; 14% INCREASE

YTD - \$260,872.50; 1% DECREASE

Mortgage Tax

MTD - \$42,770.50; 16% INCREASE

YTD - \$207,272.85; 6% INCREASE

Transfer Tax

MTD - \$75,548.00; 12% INCREASE

YTD - \$318,882.00; 2% INCREASE

Department Updates:

Records Management: Working with DSS to complete the disposition of accounting records, which has resulted in the destruction of nearly half of what was being held in storage. Also, working in the Clerk's Office to eliminate paper court records in order to remove antiquated mechanical storage shelves.

DMV: Discussion of the potential closure of a DMV office in a neighboring county. This closure could result in an estimated increase of 3,000 to 5,000 additional customers per month for our county.

Clerk's Office: In discussions with John Regan for a significant update to the Clerk's Office physical space to account for the 21st Century realities of fewer in-office customers other than passports, electronic filing and recording.

Historian: Preparing for the upcoming "History Where You Eat" event taking place at Cornell Cooperative Extension on Oneida Lake in Bridgeport. 11/11/2025 book release about several fires that took place throughout the county during the 19th century.

Resolutions

1. Authorizing the Modification of the 2025 Adopted County Budget - Sheriff's Lateral Transfer
2. Acknowledging Introduction of Proposed Local Law No. 3 for the Year 2025 and Calling for a Public Hearing
3. Adopting Local Law No. 3 of 2025
4. Acknowledging Introduction of Proposed Local Law No. 4 for the Year 2025 and Calling for a Public Hearing
5. Adopting Local Law No. 4 of 2025
6. Authorizing the Chairman to Modify and Extend An Agreement for Lien and Title Search Services

Treasurer Edick presented the following additional resolution to be added to the agenda, which would provide funding for the requested four new positions to be created at the end of this year as well as additional equipment purchase for DMV pending final approval by the GOC Committee.

7. Authorizing the Modification of the 2025 Adopted County Budget - County Clerk

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

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 - July 24, 2025, at 9:00 am

Adjourn

On motion by Supervisor During, seconded by Supervisor Cavanagh, the Board adjourned at 9:44am.

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