

MADISON COUNTY FINANCE WAYS AND MEANS COMMITTEE

Meeting Agenda - Thursday, June 27, 2024

Call Meeting to Order

The Board convened at 09:00 AM in the Supervisors Chambers, second floor, County Office Building, Wampsville, NY. Supervisor Roberts, Supervisor During (via Zoom), Supervisor Corbin, Supervisor Winn, Supervisor Stokes were present.

OTHERS PRESENT:

Supervisor Pete Walrod, PIO Samantha Field, Supervisor John Pinard, Clerk to the Board Emily Burns, Assistant District Attorney Sam Rodgers, Second Assistant County Attorney Melissa Felton, County Clerk Mike Keville, Supervisor Mary Cavanagh, Treasurer Cindy Edick, County Administrator Mark Scimone, County Attorney Tina Wayland-Smith, Confidential Secretary to the Board Jennifer Keville, County Attorney Intern Trey Gates, Finance Director Lou Anne Randall, Deputy Treasurer Ryan Chaires, EOM Dan Degear, Board of Supervisors Chairman Jim Cunningham, Supervisor Daviau, Peggy LeClair (via Zoom)

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

Approval of Minutes

1. Approval of Draft Meeting Minutes 5/30/2024

On motion by Supervisor Winn, seconded by Supervisor Corbin, the motion was made to approve the May 30, 2024 Minutes. The motion was passed.

Finance/Payroll

Lou Anne Randall, Finance Director

1. Department Update

Lou Anne attended the GFOA meeting in Orlando from June 9-12, 2024, which had about 75,000 attendees, largely families with children. Healthcare was discussed as a major issue across counties, with many counties opening employee Urgent Cares for cost-effective healthcare. Lou Anne agreed to investigate pricing options for this initiative. Additionally, audits for deferred compensation and financial statements are nearing completion, with new auditors from Bonadio making the process more challenging. There's a resolution in the GOC Committee to merge Purchasing with the Finance Department, supported by both departments, and County Administrator Mark Scimone. The departments currently work closely together and this will streamline and make their offices more efficient. Lou Anne expressed the need to address issues with P-Cards (purchasing cards). She has concerns about receipts not being submitted properly, prompting discussions on disciplinary actions and policy amendments before the upcoming audit. Using P-Cards also generates a rebate of 1% for the County.

Treasurer/Budget Officer

Cindy Edick, Treasurer

1. Sales Tax Report

Treasurer Edick shared that the sales tax distributions to date are ahead \$578,000 or 3.8% from last year. There will be a couple more distributions in June (usually only two per month) due to a different schedule for June as well as December and stating that the next couple of distributions are historically larger. Mid-July will round out the first half of the year in regards to sales tax purposes.

2. Department Update

Treasurer Edick shared that the department is gearing up for the 2025 budget. They will be sending out information to the department at the beginning of July. They are anticipating a levy increase of 2-3% for 2025 and a tax cap calculation of a (estimated) 2.7% increase. There will be more discussion to be had after hearing back from departments. Follow up on fund balance - allocated 2024 host community benefit funds are yet to be received towards the Delphi Falls project in 2023. In 2023, the entries were made to transfer to a capital projects fund, so the Delphi Falls Project is already funded. Meaning when we do receive host community benefit in 2024, it is not allocated. We need to look ahead at the possibility of making decisions to stay in compliance with our fund policy.

Real Property Update

Ryan Chaires - Deputy Treasurer

Ryan provided an update that everything is proceeding smoothly in the office. They are actively collecting taxes and getting ready for an auction scheduled for September. Currently, preparations are underway to issue foreclosure postings in July, notifying property owners to pay the repurchase price before title is transferred in August. Ryan expressed appreciation for the assistance of local code officers from various towns. They have been very helpful in investigating abandoned properties, which will hopefully streamline the auction process.

County Clerk's Office / DMV

Michael Keville, County Clerk

1. Department Update

Category	2023 YTD	2024 YTD	% of	
			%	Total
			Change	Rev
RETT Local	\$ 269,236.00	\$ 391,830.00	46%	24%

WEB Services	\$ 20,283.90	\$ 22,257.90	10%	1%
DMV Web	\$ 8,593.93	\$ 55,960.93	551%	3%
Clerk's Rev	\$ 247,638.32	\$ 326,935.84	32%	20%
DMV Total	\$ 729,662.37	\$ 625,695.73	-14%	39%
Investment	\$ 9,142.76	\$ 12,418.92	36%	1%
Property Rental	\$ 7,000.00	\$ -	-100%	0%
EZ Pass	\$ 1,648.03	\$ 1,787.75	8%	0%
Mortgage Tax	\$ 131,463.88	\$ 181,667.73	38%	11%
	\$ 1,424,669.19	\$ 1,618,554.80	14%	

DMV Total \$ 738,256.30 \$ 681,656.66 -8% 42%

MTD- Transactions: 10,098; 3.5% INCREASE; \$92,804.91; 15.6% DECREASE
YTD Transactions: 66,578; 1.7% INCREASE; \$505,274.48; 15.5% DECREASE

Recording Clerk

MTD- \$307,846.50; 31% INCREASE

Records Management - Attended the NYALGRO Conference. Takeaways included social media training; FOIL & Open meetings; Creating procedure manuals for records management. Matt Shaler (Record Management Coordinator) and County Clerk Keville have started to develop plans to reinvigorate efforts to assist ALL departments and begin the convening of a County Records Advisory Board. An RFP for Archival Software is going out today. The County Clerk's Office no longer requires Mylar copies for subdivision or survey maps per changes in NYS law. They will take such maps in whatever physical form the law allows, scan at high resolution into a separate database, send the original up to Real Property to be scanned into the publicly accessible database (IQS) and then either return the original or destroy the copy.

DMV - In June, the DMV assisted Cayuga County, handling a few of their dealership packets as they transitioned to a temporary space. DMV also loaned them one of the cashiering terminals that was not being used. The EDS for thousands of dealerships (including several of our big ones) was hacked, and they cannot complete deals, which slowed our numbers the last week of the month. NYS initiated a Mobile ID (generally useless but a peak into the future). State to State issues with DL and NDID will become a big issue for folks in September - please share out the Mike's Monday Message into your social media platforms. There are currently over 22,000 Madison County residents affected.

Clerk's Office - Great team of four clerks. Our new hire is picking things up very quickly. NYS passed two new laws which take effect in July have had pitifully little guidance or thought regarding the fine details of executing the law. First - Judges can have their personal address information (and that of their immediate family members) redacted from public view by request. However - all other states with such laws have an exemption for title search companies - ours does not. This will be arduous to complete and a fiasco for land sales unless the state makes adjustments to the law. The second

is allowing the recording of Transfer on Death Deeds, which sounds very efficient, but upon closer inspection, will also likely be a disaster - for lack of thorough vetting prior to implementation. Thank you for renewing the Clerk's Office software contract with IQS for the next 2.5 years.

Historian - History where you eat in DeRuyter had attendance of 50. Another upcoming walking tour in Oneida in July. Upstate fellow from Colgate will be documenting commercial buildings over 80 years old, county-wide.

Resolutions

On motion by Supervisor Winn, seconded by Supervisor Corbin, the motion was made to Review and Approve Resolutions 1-4. The motion was Passed.

1. Acknowledging Introduction of Proposed Local Law No. 2 for 2024 - RP Tax Credit for FF & Ambulance Volunteers
2. Authorizing the Modification of the 2024 Adopted County Budget (EMS)
3. Authorizing the Modification of the 2024 Adopted County Budget (2nd HH)
4. Authorizing the Modification of the 2024 Adopted County Budget (Board of Elections)

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 25th, 2024 @ 9:00AM in the Chambers

Adjourn

The Committee adjourned at 9:54 AM on the motion of Supervisor Winn, seconded by Supervisor Corbin. Motion unanimously approved.

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