Finance, Ways and Means

Thursday, September 2, 2021 @ 9:00 AM

Zoom

AGENDA

9:00 AM Call Meeting to Order

Approval of Minutes

- Finance Ways and Means Committee Meeting Minutes July 29, 2021

County Clerk's Office / DMV:

1. Department Update

Finance/Payroll:

1. Department Update

Treasurer/Budget Officer:

1. Department Update
2. Sales Tax Report
3. Budget Hearing Schedule

Unfinished Business - Tabled Resolution

1. Authorizing the Chairman to Enter into an Agreement with the New York State Board of Elections in Regards to the Early Voting Expansion Grant Program and Modifying the Adopted 2021 County Budget

Resolutions:

1. Indicating Certain Intent Pursuant to RPTL 487(9) and Directing the Madison County Department of Law to Issue Certain Notice to Borrego Solar Systems, Inc.
2. Authorizing the Refund of 2019-2021 Town and County and School Taxes
3. Authorizing the modification of the 2021 adopted county budget (1620 County Buildings)
4. Authorizing the Modification of the 2021 Adopted County Budget (4308 Mental Health Training & Staff Development)
5. Authorizing the Modification of the 2021 Adopted County Budget (6010 Social Services Employment and Training Adj.)
6. Authorizing the Modification of the 2021 Adopted County Budget (District Attorney)
7. Authorizing the Modification of the 2021 Adopted County Budget (ARPA)

8. Modifying the 2021 Budget for the Early Intervention Administration Grant
9. Authorizing the Chairman to Enter into an Agreement and Modify the 2021 Adopted County Budget for COVID-19 Enhanced Detection Grant

Preferred Agenda

Next Meeting:

1. September 30, 2021

Adjourn

Finance, Ways and Means Committee

Meeting Minutes
July 29, 2021 9:00 a.m.

PRESENT: Vice Chairman Cliff Moses
Supervisor Mary Cavanagh
Supervisor Matt Roberts
Supervisor Jim Cunningham
ABSENT: Chairwoman Yvonne Nirelli

OTHERS PRESENT: Finance Director Lou Anne Randall via Zoom
County Clerk Mike Keville
County Attorney Tina Wayland-Smith
Assistant Finance Director Keith Lummis
Treasurer Cindy Edick
Chairman John Becker
County Attorney Intern Noah Devaney
Public Information Officer Samantha Field
County Administrator Mark Scimone (9:10)

A quorum being present, Vice Chairman Cliff Moses called the meeting to order at 9:00 a.m. in the Supervisors Chambers.

I. Approval of Minutes:
Motion by J. Becker to approve the minutes of the July 1, 2021 meeting; seconded by M. Cavanagh. Motion unanimously approved.

II. Treasurer:
Treasurer Cindy Edick reported that year to date sales tax distributions for 2021 are $17.7 million; an increase of 25.8% over 2020. The second quarter distribution for 2021 is $9.9 million. This is the largest quarterly distribution in the history of the County and is partially due to online sales. The 2022 credits to local towns is expected to be reported in August but t has potential to be 16-18% more than 2020. Visits to foreclosure properties is prompting an increase in tax collections. Treasurer Edick is expecting 2022 budget hearings to take place on September 8th, 9th and 10th of 2021.

III. Finance Director:
Finance Director Lou Anne Randall informed the Committee that draft financial statements are being reviewed with Bonadio. The Finance department is busy processing reimbursements to participants in the Madison Local Eats restaurant recovery program. The County is just $64,368 short of $5 million in P Card purchases. This allows for a rebate of $60,000. Director Randall, Treasurer Edick and Assistant Finance Director Lummis met with representatives from Three + 1 who recommended investing in a money market at Signature Bank at a rate of .2%. This will be revisited with the Committee at a later date.

IV. County Clerk
County Clerk Michael Keville informed the Finance committee that the DMV is currently fully opened and operating smoothly. The Clerk is in the final stages of designing a voluntary four day work week for 2/3 of the DMV staff, and allowing the 1/3 of five day workers to clock out at 3:30 daily. This would also involve expanding hours of operation to 7:45am-3:30pm on Mondays, 7:45am-5:00pm T-Th, and appointment only on Fridays from 7:45-4pm. This would give customers more flexibility for processing transactions in our office, and give better work/life balance to DMV employees. Month to date Clerk revenue is up 24% from 2019 for the month of July and 36% year to date over 2019, with total revenue for clerk's fees at $345,006.65. DMV retention to the county is up 15% for the month of July as compared to 2019 and over 42% year to date over 2019, with $1,078,898.43 in total retention.

New passport applications currently have an 18 week turnaround time. Responses to questions related to passport applications are also delayed for no particular reason. Records Management Coordinator Matt Shaler is reviewing vendor options for scanning documents that are permanent retention from departments so they can be retrieved digitally when needed, and we can stop adding to the volume of physically stored records in the remote storage room in building 4.

V. Resolutions:

1. **Authorizing revision of the Madison County Fund Balance Policy.**
2. **Authorizing the Chairman to enter into an agreement with the New York State Board of Elections in regards to the Early Voting Expansion Grant Program and modifying the adopted 2021 county budget.**
3. **Authorizing the Chairman to enter into an agreement with New York State Board of Elections in Regards to the Technology Innovation and Election Resource Grant Program and modifying the 2021 adopted county budget.**
4. **Authorizing the modification of the 2021 adopted county budget (1990 Contingent Fund).**
5. **Authorizing the modification of the 2021 adopted county budget (Mental Health Office Equipment/Furniture).**
6. **Authorizing the modification of the 2021 adopted county budget (1171 PD Grant 11).**
7. **Authorizing participation in a federal grant and modifying the 2021 county budget (3113 Sheriff's Office).**
8. **Authorizing participation in a Federal Traffic Safety Grant and modifying the 2021 county budget (3111 Sheriff's Office).**
9. **Authorizing the Chairman to accept additional grant funds with the NYS STOP DWI Foundation and modifying the 2021 county budget – STOP DWI Statewide Crackdowns High Visibility Enforcement (3316 STOP DWI Grant Programs).**
10. **Authorizing the modification of the 2021adopted county budget (3645 Homeland Security SHSPF FY18 Grant).**
11. **Authorizing the modification of the 2021 adopted county budget (Aquatic Vegetation Project).**
12. **Authorizing the modification of the adopted 2021 county budget (Solid Waste).**
13. **Authorizing the Chairman to enter an agreement for the Childhood Lead Poisoning Prevention Grant & Modifying the 2021 budget.**

C. Moses made a motion to review and approve resolutions 1-13; seconded by M. Cavanagh. Motion was unanimously approved.

The Committee discussed Resolution #1 and the Fund Balance Policy upper threshold increase from 15 to 20 percent. This increase will allow for more flexibility of the usage of unexpended surplus funds. These percentages can be modified with approval from the Board of Supervisors.

Resolution #2 was discussed. J. Becker made a motion to table Resolution #2; M. Cavanaugh seconded. Motion was unanimously approved.

The Committee briefly discussed resolutions 3-13.

VI. Preferred Agenda: There were no preferred agenda items.

VII. Next Meeting: September 2, 2021 at 9 a.m.

I. Adjournment:
The Committee adjourned at 9:37 a.m. on the motion of M. Roberts; seconded by M. Cavanagh. Motion unanimously approved.

Respectfully submitted by Heidi LaSalle on behalf of Chairwoman Yvonne Nirelli

RESOLUTION NO. ___________

AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH THE NEW YORK STATE BOARD OF ELECTIONS IN REGARDS TO THE EARLY VOTING EXPANSION GRANT PROGRAM AND MODIFYING THE 2021 ADOPTED COUNTY BUDGET

WHEREAS, the Madison County Board of Elections has been allocated State funds; and

WHEREAS, the grant program is described as follows:

Awarding Agency:	New York State Board of Elections
Pass Thru. Agency:	New York State Board of Elections
Program Name:	Early Voting Expansion Grant Program
Grant Period:	April 7, 2021 – January 28, 2022
Contract #	BOE01-T004426-1110000
State Funds:	$ 18,603.73
Grant Total:	$ 18,603.73

NOW, THEREFORE BE IT RESOLVED, that the Chairman be hereby authorized to execute grant contracts for the Madison County Board of Elections with the State Board of Elections, a copy of which is on file with the Clerk of the Board; and

BE IT FURTHER RESOLVED that the 2021 Adopted County Budget be modified as follows:

General Fund		
Board of Elections Grant Programs	From	To
Revenue		
A145410 430902 SA Early Voting Expansion Grant	$-0-	$18,604
Control Total		$18,604
Expense		
A145410 541202 Early Voting Expansion Grant	$-0-	$18,604
Control Total		$18,604

Dated: August 10, 2021

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David Jones, Chairman
Administration & Oversight Committee

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Yvonne M. Nirelli, Chairwoman
Finance, Ways and Means Committee

RESOLUTION NO._____

INDICATING CERTAIN INTENT PURSUANT TO RPTL §487(9) AND DIRECTING THE MADISON COUNTY DEPARTMENT OF LAW TO ISSUE CERTAIN NOTICE TO BORREGO SOLAR SYSTEMS, INC.

WHEREAS, the Madison County Administrator received correspondence on July 30, 2021, from Borrego Solar Systems, Inc., pursuant to New York State Real Property Tax Law (RPTL) § 487(9) that they intend to construct a wind energy system at 4557 Nelson Road, Cazenovia (the “Project”), referred to as Fenner Wind 1, LLC; and

WHEREAS, pursuant to RPTL § 487(9) where a county has not acted to remove the exemption under § 487, the County may require a wind energy system which meets the requirements of § 487(4) to enter into a contract for payments in lieu of taxes; and

WHEREAS, once the County has received written notification from the owner or developer of said system to construct such a system, the County then has sixty (60) days to notify in writing the developer or owner of the County’s intent to require a contract for payments in lieu of taxes;

NOW, THEREFORE, BE IT RESOLVED, that is such Project is eligible for such an exemption, Madison County intends to require a contract for payments in lieu of taxes up to the amounts which would otherwise be payable but for the exemption under RPTL § 487; and

BE IT FURTHER RESOLVED, that the Madison County Department of Law notify Borrego Solar Systems, Inc. in writing of Madison County’s intent to require a contract for payments in lieu of taxes up to the amounts which would otherwise be payable but for the exemption under RPTL § 487 if such Project is eligible for such an exemption.

Dated: September 16, 2021

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YVONNE M. NIRELLI, Chairwoman
Finance, Ways and Means Committee

RESOLUTION NO. ______

**AUTHORIZING THE REFUND OF
2019-2021 TOWN AND COUNTY AND
SCHOOL TAXES**

WHEREAS, there is a parcel of land located in the Town of Nelson identified by MAP# 134.-2-11.4; and

WHEREAS, the new Town of Nelson assessor states that there has been an error for years in regard to the waterfront acreage; and

WHEREAS, the tax mapper has done the research and verified that there was an error; and

WHEREAS, the 2019, 2020 and 2021 and corresponding school taxes have been paid on time to the tax collectors; and

WHEREAS, the correction of error is an error in essential fact and the Mr. Greg Johnston qualifies for a refund;

NOW, THEREFORE, BE IT RESOLVED, that the Madison County Treasurer be and is hereby directed to refund Mr. Greg M Johnston in the amount of $26.09 for County taxes and $13.50 for Town and special district taxes and the $35.14 will be charged back to the Morrisville Eaton School District for school taxes and library taxes.

Dated:
September 16, 2021

Yvonne M Nirelli, Chairperson
Finance, Ways and Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2021 Adopted County Budget be modified as follows:

General Fund

1620 County Buildings	From	To
Expense		
A162010 540355 Elevator Upgrades	$242,585	$219,585
A162010 540349 Gorman Building Renovation	-0-	23,000
Control Totals	$242,585	$242,585

Dated: September 16, 2021

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Ron Bono, Chairman
Highway, Buildings & Grounds Committee

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Yvonne M. Nirelli, Chairwoman
Finance, Ways & Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2021 Adopted County Budget be modified as follows:

General Fund		
4308 Mental Health Clinic	From	To
Revenue		
A430840 444883 Federal Aid Medicaid Admin	$210,000	$ 221,400
Control Total		$ 11,400
Expense		
A430840 541030 Training & Staff Development	$ 5,400	$ 16,800
Control Total		$ 11,400

Dated: September 16, 2021

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Alexander Stepanski, Chairman
Health & Human Services Committee

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Yvonne Nirelli, Chairwoman
Finance, Ways & Means Committee

RESOLUTION #__________

AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2021 Adopted County Budget be modified as follows:

General Fund

6010 Social Services Administration		From	To
Expense			
A601060 541073	Public Assistance Employment P	$ 12,500	$ -0-
A601060 541106	FFS Employment & Training	$ 12,000	$ 24,500
Control Totals		$ 24,500	$ 24,500

Dated: September 16, 2021

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Alexander R. Stepanski, Chairman
Health and Human Services Committee

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Yvonne Nirelli, Chairwoman
Finance, Ways and Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2021 Adopted County Budget be modified as follows:

	From	To
General Fund		
1185 Medical Examiners & Coroners		
Expense		
A118510 547700 Autopsy Expense	$125,000	$215,000
1990 Contingent Fund		
Expense		
A199010 544440 Contingent Fund	590,267	500,267
Control Totals	$715,267	$715,267

Dated: September 16, 2021

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Paul Walrod, Chairman
Criminal Justice, Public Safety and Emergency Communications Committee

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Yvonne M. Nirelli, Chairwoman
Finance, Ways & Means Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET

WHEREAS, the American Rescue Plan Act of 2021 provided $350 billion in emergency funding for eligible state, local, territorial and tribal governments; and

WHEREAS, Madison County's total allocation amounted to $13,779,458; and

WHEREAS, Madison County received $6,889,729, representing 50% of its total allocation, in 2021; and

WHEREAS, the funds must be used in accordance with expenditure guidelines set forth by the United States Treasury; and

WHEREAS, following review of the guidelines and potential uses of the funds, it has been decided to appropriate much of the first tranche for spending.

NOW, THEREFORE, BE IT RESOLVED that the 2021 Adopted County Budget be modified as follows:

General Fund

9999 Non Departmental Revenue	From	To
Revenue		
A999995 440895 Fed Aid Coronavirus Fiscal Recovery Funds	$515,500	$6,650,980
Control Total		$6,135,480

1461 Records Management (ARPA)		
Expense		
A146110 524017 Shelving Equipment	$-0-	$250,000
A146110 540136 Indexing Software	-0-	125,000
A146110 540416 Indexing Equipment	-0-	75,000

1481 Public Information (ARPA)		
Expense		
A148110 511000 Personal Services Full Time	$-0-	$38,565
A148110 581100 Retirement Expense	-0-	4,245
A148110 582100 Social Security & Medicare Expense	-0-	2,950
A148110 583100 Workers Compensation Expense	-0-	30
A148110 585100 Disability Expense	-0-	75
A148110 586100 Employee Health Insurance Expense	-0-	14,135

1631 County Buildings (ARPA)		
Expense		
A163110 540351 Roof Repair and Coating Expense	$-0-	$500,000
A163110 540352 Morrisville Highway Garage Site Expense	-0-	250,000
A163110 529355 Generator for County Office Building	-0-	400,000

1681 Information Technology (ARPA)		
Expense		
A168110 525222 Production Servers and Storage Expense	$-0-	$250,000
A168110 540414 Switches	-0-	100,000

1990 Contingent Fund

Expense

A199010 544440 Contingent Fund	$500,267	$520,267

3023 Communications E911 (ARPA)

Expense

A302330 524145 CAD/RMS System	$-0-	$1,000,000

4311 Mental Health (ARPA)

Expense

A431140 542312 Mental Health Study	$-0-	$20,000

4989 County EMS Program (ARPA)

Expense

A498940 540285 County EMS Program	$-0-	$350,000

6012 Social Services (ARPA)

Expense

A601260 542705 Affordable Housing Projects	$-0-	$400,000

6326 Economic Opportunity Program (ARPA)

Expense

A632660 547265 Madison Local Eats Program	$515,500	$500,000

6421 Promotion of Tourism (ARPA)

Expense

A642160 542715 Tourism Administration	$-0-	$100,000

9903 Contribution to Other Funds (ARPA)

Expense

A990399 594101 Transfer to Road Machinery Fund	$-0-	$765,000
A990399 594220 Transfer to Enterprise Landfill Fund	-0-	1,285,980
A990399 594211 Transfer to Cowaselon Creek Fund	-0-	200,000
Totals	$1,015,767	$7,151,247
Control Total		$6,135,480

Cowaselon Creek Watershed District Fund

8741 Cowaselon Creek Watershed District (ARPA)	From	To
Revenue		
CC874180 450326 Transfer from General Fund	$-0-	$200,000
Control Total		$200,000
Expense		
CC874180 548451 Ditch Cleaning Expense	$-0-	$200,000
Control Total		$200,000

Road Machinery Fund

5133 Road Machinery-Equipment (ARPA)	From	To
Revenue		
DM513350 450326 Transfer from General Fund	$-0-	$765,000
Control Total		$765,000

Expense

DM513350 529050 Dump Truck	$-0-	$250,000
DM513350 529066 Shoulder Machine	-0-	285,000
DM513350 529067 Sod Loader	-0-	230,000
Control Total		$765,000

Enterprise Environmental Landfill Fund

8172 Environmental Control-Equipment (ARPA)	From	To
Revenue		
EE817280 450326 Transfer from General Fund	$-0-	$1,285,980
Control Total		$1,285,980
Expense		
EE817280 529090 Large Loader	$-0-	$206,622
EE817280 529145 Landfill Compactor	-0-	492,471
EE817280 529068 Roll-Off Truck	-0-	200,000
EE817280 529605 Large Excavator	-0-	211,887
EE817280 529069 Truck Scale Deck	-0-	75,000
EE817280 540485 Transfer Station Compactors (4)	-0-	100,000
Control Total		$1,285,980

Dated: September 16, 2021

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Paul Walrod, Chairman
Criminal Justice, Public Safety & Emergency Communications Committee

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Cliff Moses, Chairman
Planning, Economic Development & Intergovernmental Affairs Committee

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James S. Goldstein, Chairman
Solid Waste & Recycling Committee

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Alexander Stepanski, Chairman
Health & Human Services Committee

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Ron Bono, Chairman
Highway, Buildings & Grounds Committee

Mary Cavanagh, Chairwoman
Government Operations Committee

Yvonne M. Nirelli, Chairwoman
Finance, Ways & Means Committee

RESOLUTION NO. 21- __________

MODIFYING THE 2021 BUDGET FOR THE EARLY INTERVENTION ADMINISTRATION GRANT

WHEREAS, Madison County Public Health Department administers the Early Intervention program to coordinate services for families of children with special developmental needs; and

WHEREAS, NYS provides grant funding to help offset some of the costs to administer the program and is offering another 5 year award; and

WHEREAS, the grant details are listed below:

Awarding Agency:	New York State Department of Health
Catalog #:	84.181
Program Name:	Early Intervention Program
Grant Period:	10/01/21-09/30/2026
Contract:	C36413GG
Federal Funds	100%
Total Grant Award	$230,820

WHEREAS, the Early Intervention grant has now been approved in the amount of $46,164 per year with the 1st year starting October 1, 2021 through September 30, 2022; and

WHEREAS, the Health and Human Services Committee feel it suitable to accept this funding and continue the services in this area.

NOW, THEREFORE BE IT RESOLVED that the 2021 Adopted County Budget be modified for the new grant year as follows:

General Fund			
2961 Public Health Early Intervention		From	To
Expense			
A296120.541025	EI Grant Expense	$1,641	$4,215
	Control Total		**$2,574**
Revenue		From	To
A296120.444890	Early Intervention Grant	$29,649	$32,223
	Control Total		**$ 2,574**

NOW, BE IT FURTHER RESOLVED, that the Chairman of the Board of Supervisors be and is hereby authorized to enter an agreement with NYSDOH., effective October 1, 2021 through September 30, 2026, as is on file with the Clerk of the Board.

Dated: September 16, 2021

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Alexander R. Stepanski, Chairman
Health and Human Services Committee

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Yvonne M. Nirelli, Chairwoman
Finance, Ways and Means Committee

RESOLUTION NO. 21- ________

AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT AND MODIFY THE 2021 ADOPTED COUNTY BUDGET FOR COVID-19 ENHANCED DETECTION GRANT

WHEREAS, the Madison County Department of Health has continued its response to Covid-19 and has been awarded additional grant funds to combat the pandemic; and

WHEREAS, the grant is identified as follows:

Awarding Agency:	Health Research Incorporated (HRI)
HRI Contract Number:	6431-01
Program Name:	COVID-19 Amended Enhanced Detection
Grant Period:	July 1, 2020 – March 31, 2023
Federal Funds:	100%
CFDA #	93.323
Total Grant Award:	$696,262

WHEREAS, Madison County originally accepted this grant from Health Research Inc. in the amount of $313,718 on September 8, 2020; and

WHEREAS, HRI has amended the grant to increase the funding by an additional $382,544 and extended the end date of the grant to March 31, 2023; and

WHEREAS, the Health and Human Service Committee believes it is appropriate and in the best interest of Madison County to accept the grant funds and to help combat the COVID-19 pandemic;

NOW, THEREFORE BE IT RESOLVED, that the 2021 Adopted County Budget be modified as follows:

Public Health Department
A4016 Federal and State Grants

Revenue	From	To
A401640.444899 Fed Aid ELC COVID-19 EDG	$230,469	$470,468
Control Total		**$239,999**

Expense	From	To
A401640.541159 ELC Covid19 EDG Exp	$4,958	$244,957
Control Total		**$239,999**

NOW, BE IT FURTHER RESOLVED, that the Chairman of the Board of Supervisors be and is hereby authorized to enter an agreement with Health Research, Inc., effective July 1, 2020 through March 31, 2023, as is on file with the Clerk of the Board.

Dated: September 16, 2021

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Alexander R. Stepanski, Chairman
Health and Human Services Committee

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Yvonne M. Nirelli, Chairwoman
Finance, Ways and Means Committee