Finance, Ways and Means Committee

Meeting Minutes
April 1, 2021 9 a.m. via Zoom

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

ALSO: Finance Director Lou Anne Randall
County Clerk Mike Keville
County Attorney Tina Wayland-Smith
Assistant Finance Director Keith Lummis
Deputy Treasurer Rebecca Marsala
Treasurer Cindy Edick
Information Officer Samantha Field
Chairman John Becker (9:13)

Chairwoman Yvonne Nirelli called the meeting to order at 9:00 a.m. via Zoom.

I. Approval of Minutes:
Motion by J. Cunningham to approve the minutes of the February 25, 2021 meeting; seconded by M. Cavanagh. Motion unanimously approved.

II. County Clerk:
County Clerk Michael Keville reported 2021 first quarter earnings of $444,000 for the DMV. This is a 53% increase over first quarter of 2019. Clerk Keville requested and received consensus from the Committee for two new full-time DMV positions. This request will move to the Government Operations Committee for vote. These positions are needed in order to keep up with the current work load as well as potential new dealer work. A departmental goal is to have a dedicated division within the DMV for dealer processing and sufficient personnel to process transactions from the general public with minimal wait time. The DMV office is not currently open to the public and there is no timeframe of when this will happen. The DMV website is the best resource for transaction related questions. The DMV phone scheduling system is available 24/7. Madison County residents have preference over non-county residence in scheduling appointments for DMV transactions.

Clerk Keville informed the Committee that $169,000 was earned in the first quarter of 2021 for mortgage tax. Madison County Clerk's Office showed a $145,000 gain in the month of March for land recording and court fees compared to $98,000 in 2019.

III. Finance Director:
Finance Director Lou Anne Randall reported that the Finance department is working through new Governmental Accounting Standard Board regulations in the Annual Update Document with assistance from the auditors.

Director Randall informed the Committee of Three + One's recommendations to invest $15 million into a 12 month .35% CD at Federal Home Loan Bank. Federal Home Loan Bank is one of three banks reviewed by the company. Three + One Company Inc. used a software program to determine what type of investment and what amount was best for the County. At this point, the company billed for their services. Three + One Company Inc. has negotiated fees with NBT on behalf of Madison County as well as recommended consolidation of funds for a better return. The cost for these services are included in the $31,000 annual charge from Three+ One. Treasurer Cindy Edick and Finance Director Lou Anne Randall will submit an email to the Committee outlining all services advised by Three + One before agreeing to the investment recommendation. Tina Wayland-Smith requested a copy of the contract with Three+ One for review.

IV. Treasurer::

Treasurer Cindy Edick reported that March 2021 sales tax revenue was down $54,447 (1.35%) compared to March 2020. This decrease is partially due to the amount withheld for Fiscally Distressed Nursing Home and Hospital Pool. AIM withholding is scheduled to come out in May and December. Treasurer Edick also reported that tax payments, including delinquent taxes, continue to come in at a good pace.

Treasurer Edick updated the Committee with the details of the largest bond issuance in the history of Madison County. The approximately $37 million issuance, includes the courthouse project ($18 million), the HVAC project ($2.65 million) and the highway garage project ($16.2 million). The cost of the highway garage project was minimized in part by contributions from the general fund and by the amount of work that the highway department was able to contribute. Top priority in calculating the amount of bond issuance has been given to assuring that all costs for the unfinished highway garage project are included. Also important is keeping the annual payment amount under the 911 debt service payment ($1.9 million/year) that came off in 2020. Using the weighted average and the life of their usefulness for the three projects, this issuance would be for 24 years at an estimated rate of 2.125%. Payments would be approximately $1,980,000 per year ending in 2045. The sewer project is being considered separately so that grant opportunities can be considered.

Treasurer Edick reviewed a resolution related to a workers compensation pool which has existed since 2001. Only a couple of distributions have been made. One Group is recommending that $100,000 be distributed back to the participants. Recently, PERMA provided a surplus distribution which can be distributed back to the pool participants. This revenue was not budgeted for.

V. Resolutions:

1. **A resolution authorizing water system improvements in and for Clockville Water District No. 1 in and for the County of Madison, New York, at a maximum estimated cost of $2,680,000 and authorizing the issuance of $2,680,000 bonds to pay costs.**
2. **A resolution authorizing the Madison County office complex sanitary sewer system project in and for the County of Madison, New York at a maximum estimated cost of $6,555,000 and authorizing the issuance of $6,555,000 bonds to pay costs thereof.**
3. **Authorizing the Chairman to execute an agreement with Heritage Abstract & Title Agency.**
4. **Approval of consent order and judgement for refund of real property taxes in accordance with section 726 of the real property tax law.**
5. **Authorizing the assistance in defense of assessment review proceedings.**
6. **Authorizing the modification of the 2020 adopted County budget (Sales Tax).**
7. **Authorizing the modification of the 2020 adopted County budget (FICA Expense).**
8. **Authorizing the modification of the 2020 adopted County budget (Cleaning Service).**
9. **Authorizing the modification of the 2020 adopted County budget (Grant Fringes).**
10. **Authorizing the modification of the 2020 adopted County budget (Personal Services).**
11. **Authorizing the modification of the 2020 adopted County budget (DM Fund).**
12. **Authorizing the modification of the 2020 adopted County budget (Corrections).**
13. **Authorizing the modification of the 2020 adopted County budget for Courthouse Renovation Debt Service.**
14. **Authorizing the modification of the 2021 adopted County budget for Capital Projects Debt Service.**
15. **Authorizing the modification of the 2020 adopted County budget (General Fund).**
16. **Authorizing the modification of the 2020 adopted County budget (PTS Grant).**
17. **Authorizing the modification of the 2020 adopted County budget (County Road Fund).**
18. **Authorizing the modification of the 2020 adopted County budget (Central Print/Supply).**
19. **Authorizing the modification of the 2020 adopted County budget (GAP Elimination).**
20. **Authorizing the modification of the 2020 adopted County budget (Dept. Health Ins).**

21. **Authorizing 2021 budget modification for the Federal & State Grant Immunization Action Plan.**
22. **Authorizing the modification of the 2021 adopted County budget (Mental Health).**
23. **Authorizing the modification of the 2021 adopted County budget (Mental Health).**
24. **Authorizing the modification of the 2021 adopted County budget (Mental Health).**
25. **Authorizing the Board of Supervisors to accept a gift of personal property on behalf of Madison County and modifying the 2021adopted County budget.**
26. **Authorizing the modification of the 2020 adopted County budget (General Fund).**
27. **Authorizing the modification of the adopted 2021 County budget (Solid Waste).**
28. **Authorizing the modification of the 2021 adopted County budget (District Attorney).**
29. **Authorizing the modification of the 2021 adopted County budget (Sheriff's Office).**
30. **Authorizing the modification of the 2021 adopted County budget ((Capital Budget).**
31. **Authorizing the modification of the 2021 adopted County budget (Planning).**
32. **Authorizing the modification of the 2021 adopted County budget (MVP).**
33. **Authorizing the modification of the 2021 adopted County budget (Employee Health).**
34. **Authorizing the Modification of the 2021 adopted County budget (IT).**
35. **Authorizing the modification of the 2021 adopted County budget (Sheriff's Office).**

Resolutions 1-35 were reviewed and C. Moses made a motion to approve the resolutions; seconded by M. Cavanagh. Motion unanimously approved.

VI. Preferred Agenda

A motion was made by C. Moses to include resolutions 1-20 on the Committee's Preferred Agenda; seconded by M. Cavanagh. Motion unanimously approved.

VII. Next Meeting Date: April 29, 2021 at 9 a.m.

VIII. Adjournment:

The Committee adjourned at 10:10 a.m. on the motion of M. Cavanagh and second of J. Cunningham. Motion unanimously approved.

Respectfully submitted by Heidi LaSalle on behalf of Chairwoman Yvonne Nirelli and approved on April 29, 2021.