

Finance, Ways and Means Committee

Meeting Minutes

March 30, 2023 9:00 a.m.

PRESENT: Chairman Matthew Roberts
Vice Chair Melissa During
Supervisor John Pinard
Supervisor Pete Walrod
Supervisor Ronda Winn (via Zoom)

OTHERS PRESENT: Keith Lummis, Assistant Director of Finance
Cindy Edick, Treasurer
Ryan Chaires, Deputy Treasurer
Rebecca Marsala Deputy Treasurer
Emily Burns, Clerk to the Board
Lou Anne Randall Director of Finance
Tina Wayland-Smith, County Attorney
Jenna, Illingworth, EMS Coordinator
Samantha Field, Public Information Officer
Michael Keville, County Clerk
Dan Degear, Director of Emergency Management

A quorum being present, Chairman Matthew Roberts called the meeting to order at 9:03 a.m. in the Supervisors Chambers.

I. Approval of Minutes:

Motion by J. Pinard to approve the minutes of the February 23, 2023 meeting; seconded by M. During. Motion unanimously approved.

II. Finance/Payroll:

Director of Finance Lou Anne Randall informed the Committee that the Finance Department is finalizing 2022 year end entries and completing the 2022 Annual Update Document. Director Randall shared that the Purchasing Department will be relocating into office space within the Finance Department.

III. Treasurer:

Treasurer Cindy Edick reported that Treasurer's continues to process applications for certificates of residence and occupancy taxes, each submitted with their own uniqueness. Year to date distribution of sales tax as of March 13 was \$5,680,569; an increase of \$757,541 or 15.39% from 2022.

Treasurer Edick informed the Committee that County funds were immediately transferred out of Signature Bank as soon as news broke of the failure. Options are being considered for future investments for Madison County. NY MuniTrust, endorsed by NYSAC and NACO, is one option being considered. NY MUNI Trust clearly states that investments are not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency, and that it is possible to lose principal when investing with them. Representatives have confirmed that they invest in high quality securities, have staff to routinely review investments, focus on diversification so the risk is spread out, and they have a very good principal stability rating of AAAM. NYCLASS, in conjunction with NY MuniTrust, was suggested by the Committee as an option for diversification of the County's investments. Community Bank, used by many towns within the county, has reached out to the County to offer insight into the current bank environment and explain how collateralization works.

The balance of the \$13,779,458 ARPA funds is being appropriated for spending, but there will continue to be budget modifications between accounts and departments as equipment purchases and projects are finalized.

Deputy Treasurer Rebecca Marsala shared that preparation for the land auction is in process. Sixty-five properties will be posted in April. A memo was received from NYSAC regarding the change in law for the property tax foreclosures. The memo stated that the House and Assembly are against the change, but the governor is still pushing for it. It was also stated that the NYS budget will not be finalized by April 1, 2023. Deputy Marsala discussed the Attorney General's investigation into a local investment and insurance firm and the impact that it may have on the county.

IV. County Clerk:

County Clerk Michael Keville shared the following figures for the Clerk's Office:

<u>DMV:</u>		
MTD	\$132,841	6.5% Gain
YTD	\$357,835	9.2% Gain
<u>Recording</u>		
MTD	\$39,761	8.9% Decrease
YTD	\$113,563	14.8% Decrease
<u>Transfer Tax</u>		
MTD New	\$36,242	
YTD Local transfer Tax	\$92,108	
<u>Mortgage Tax</u>		
YTD 2023	\$83,596	46.4% Decrease

Records Management Coordinator Matt Schaler is relocating records from the Finance Department to the basement remote storage area. Destruction of paper pistol permit records continues. DMV morning meetings have restarted to further improve communication and morale. The Finance Committee agreed to a scanning service fee schedule for local municipalities and customers. The fee schedule will be; up to 5 documents/\$10 each, up to 10 documents/\$5 each, 10 or more documents/\$2 each. The Committee also agreed to allow businesses from neighboring counties to advertising on the DMV LED screens. In the Clerk's Office, a temporary Deputy Clerk and new Recording Clerk will begin work in April. A new student intern is set to start work in May.

Clerk Keville presented a resolution for the donation of a player piano and 60 music rolls to the Onondaga Historical Association. The piano, manufactured in Syracuse, New York, was possessed by Madison County since the purchase of Delphi Falls. Historian Matt Urtz recently presented History of Canastota Fires to members of Canastota High School History Club. He will present History Where You Eat at various venues throughout the year with the next taking place on May 18th at Earlville Oprah House.

V. Resolutions:

1. Authorizing the modification of the 2023 adopted County budget (4328 School Mental Health Support).
2. Authorizing the Chairman t enter into an agreement with Onondaga Historical Association.
3. Authorizing the modification of the 2023 adopted County budget (4308 Tuition Reimbursement).
4. Authorizing the modification of the 2023 adopted County budget (5110 Maintain. Roads & Bridges).
5. Authorizing the Modification of the 2023 Adopted County Budge (1171 Public Defender Grant No. 13).
6. Authorizing the modification of the 2023 adopted County budget (5113 Consolidated Highway Program.
7. Authorizing the modification of the 2023 adopted County budget (ARPA).
8. Authorizing the modification of the 2023 adopted budget (6101 Medical Assistance).
9. Modifying the 2023 budget for Drinking Water Enhancement Grant Renewal (4090 Public Health Environmental).
10. Modifying the 2023 adopted County budget for Healthy Neighborhoods Program Grant (4090 Public Health Environmental).
11. Authorizing the Chairman to enter into an agreement and modifying the budget for the Federal & State Immunization Action Plan Grant (4012 Public Health Preventative).
12. Authorizing the modification of the 2023 adopted County budget (Host Community Benefit).
13. Authorizing the modification of the 2023 adopted County budget (ARPA).
14. Authorizing the modification of the 2023 adopted County budget (3110 Sheriff's Office).

J. Pinard made a motion to review and approve resolution 1-14; seconded by R. Winn. The Committee unanimously voted on and approved all resolutions.

The Committee discussed details of resolution #14; approving a budget modification for the purchase of a Utility Terrain Vehicle for the Sheriff's Office. Two snowmobiles, two trailers, and one skid steer are expected to be traded in for the purchase of one side by side with tracks for utilization in all seasons.

VI. 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. All resolutions were voted on and approved by the Committee.

VII. Next Meeting: April 27, 2023

VIII. Adjournment:

The Committee adjourned at 9:57 a.m. on the motion of P. Walrod seconded by M. During. Motion unanimously approved.

Respectfully submitted by Heidi LaSalle on behalf of Chairman Matthew Roberts approved on April 27, 2023.