

FINANCE WAYS & MEANS COMMITTEE
Meeting Agenda – Thursday, February 27, 2014 @ 9:00 a.m.
(Supervisors Large Conference Room)

9:00 a.m. Call meeting to order

9:05 a.m. Approval of Minutes:

- January 29, 2014

9:10 a.m. Cindy Edick, County Treasurer

- Treasurer's Report #1

9:20 a.m. Discussion – Modifications to Purchasing

9:45 a.m. Resolutions:

1. Authorizing Stipends for the Second Assistant District Attorney and the Confidential Secretary to the District Attorney for the Stop DWI Program for 2014 and Modifying the 2014 Adopted Budget.
2. Authorizing the Chairman to Enter into an Agreement with the New York State Office of Homeland Security for a State Homeland Security Grant and Modifying the 2014 County Budget.
3. Authorizing Modification of the 2014 Adopted County Budget. (CFRT)
4. Authorizing the Chairman to Enter into Agreements with Agencies to Provide Youth Services and to Modify the 2014 Adopted County Budget.
5. Approval of Demand for Refund of Real Property Taxes in Accordance with Section 726 (2) of the Real Property Tax Law.
6. Approval of Demand for Refund of real Property Taxes in Accordance with Section 726 (2) of the Real Property Tax Law.
7. Authorizing the Modification of the 2014 Adopted County Budget. (Bundle Mods.1-4)

Any other business

Next Meeting

Adjourn

MINUTES
FINANCE, WAYS AND MEANS COMMITTEE
January 29, 2014

Present:

Committee: J. Reinhardt, D. Ball, R. Bargabos, J. Pinard, J. Salka

County Staff: C. Edick, S. Makarchuk, K. Orr, D. Roe, S. Trexler

A quorum being present, J. Reinhardt called the meeting to order at 9:00 a.m.

I. Approval of Minutes

Motion by R. Bargabos to approve the minutes of the October 31, 2013, November 19, 2013, December 6, 2013, and December 23, 2013 meetings; second by J. Reinhardt. Motion unanimously approved.

II. County Treasurer

1. C. Edick reviewed an Analysis of Sales Tax Receipts, Analysis of Off-Track Betting Revenue, Analysis of Local Vehicle Use Tax Revenue, Actual Medical and Prescription Claims Payments, and Analysis of Occupancy Tax Revenue.

III. Resolutions

1. Authorizing Modification of 2013 County Budget – Motion by R. Bargabos to approve the Resolution; second by J. Salka. Motion unanimously approved.
2. Authorizing the Modification of the 2014 Adopted County Budget – Motion by R. Bargabos to approve the Resolution; second by D. Ball. Motion unanimously approved.
3. Authorizing Participation in a Federal Grant and Modifying the 2014 County Budget – Motion by D. Ball to approve the Resolution; second by J. Pinard. Motion unanimously approved.
4. Authorizing the Chairman to Enter into an Agreement with the NYS Division of Homeland Security and Emergency Services and Modifying the 2014 County Budget – Motion by R. Bargabos to approve the Resolution; second by D. Ball. Motion unanimously approved.
5. Authorizing the Modification of the 2014 County Budget – Motion by J. Salka to approve the Resolution; second by R. Bargabos. Motion unanimously approved.
6. Authorizing Stipends for the Second Assistant District Attorney and the Confidential Secretary to the District Attorney for the Stop DWI Program for 2014 and Modifying the 2014 Adopted Budget – Resolution was pulled.
7. Authorizing the Modification of the 2014 Adopted County Budget – Motion by D. Ball to approve the Resolution; second by R. Bargabos. Motion unanimously approved with the exception of J. Reinhardt, who voted no.

8. Authorizing the modification of the 2013 Adopted County Budget – Motion by D. Ball to approve the Resolution; second by R. Bargabos. Motion unanimously approved.

IV. Other Business

1. There was continued discussion with D. Roe and K. Orr of the County Clerk's Office in regard to space needs for storage of permanent documents. It was determined that the basement of the Social Services Building is the best location for storage at this time. D. Roe said K. Loveless estimated the cost of the walls to be approximately \$600. D. Roe was asked to obtain the estimated cost for shelving and to report back to the Committee next month.

V. Adjournment

1. The next meeting is scheduled for Thursday, February 27, at 9:00 a.m.
2. Motion by J. Pinard to adjourn the meeting; second by R. Bargabos. Motion unanimously approved. Meeting adjourned at 10:07 a.m.

Respectfully submitted,



Cindy J. Edick
Madison County Treasurer



Madison County
Selected Data as of February 22, 2014

Sales & Use Tax Revenue

	2013	2014	Increase	%
February 6 Distribution	\$ 1,324,232	\$ 1,324,359	\$ 127	0.01%
February 13 Distribution	318,293	346,011	27,718	8.71%
Total	<u>\$ 1,642,525</u>	<u>\$ 1,670,370</u>	<u>\$ 27,845</u>	<u>1.70%</u>

Off-Track Betting Revenue

	2013	2014	(Decrease)	%
January Receipt	\$ 4,472	\$ 3,327	\$ (1,145)	-25.60%

Medical Claims Expense

	2013	2014	Increase/ (Decrease)	%
Week ending 1/3	\$ 90,037	\$ 129,230	\$ 39,193	43.53%
Week ending 1/10	153,583	84,231	(69,352)	-45.16%
Week ending 1/17	129,243	82,044	(47,199)	-36.52%
Week ending 1/24	61,186	85,741	24,555	40.13%
Week ending 1/31	101,421	73,678	(27,743)	-27.35%
Week ending 2/7	77,542	90,215	12,673	16.34%
Week ending 2/14	163,489	215,443	51,954	31.78%
Total	<u>\$ 776,501</u>	<u>\$ 760,582</u>	<u>\$ (15,919)</u>	<u>-2.05%</u>

ProAct Prescription Claims

	2013	2014	Increase/ (Decrease)	%
1/1-1/15	\$ 69,155	\$ 85,470	\$ 16,315	23.59%
1/16-1/31	89,676	86,270	(3,406)	-3.80%
2/1-2/15	73,530	84,877	11,347	15.43%
Total	<u>\$ 232,361</u>	<u>\$ 256,617</u>	<u>\$ 24,256</u>	<u>10.44%</u>

CanRx Prescription Claims

	2013	2014	Increase	%
January	\$ 2,207	\$ 2,243	\$ 36	1.63%

RESOLUTION NO. 1

**AUTHORIZING STIPENDS FOR THE SECOND ASSISTANT DISTRICT ATTORNEY
AND THE CONFIDENTIAL SECRETARY TO THE DISTRICT ATTORNEY
FOR THE STOP DWI PROGRAM FOR 2014 AND MODIFYING THE 2014 ADOPTED
BUDGET**

WHEREAS, the Board of Supervisors has designated Sheriff Allen Riley as the STOP DWI Coordinator; and

WHEREAS, employees of the District Attorney's Office, provide training and assistance for the STOP-DWI Program as well; and

WHEREAS, the Criminal Justice, Public Safety and Telecommunications Committee, and the Government Operations Committee have reviewed and approved a request for stipends to be provided to the Second Assistant District Attorney and the Confidential Secretary to the District Attorney for their assistance; and

NOW, THEREFORE BE IT RESOLVED that stipends for 2014 be and hereby are established as follows:

Training:	
Second Assistant District Attorney	\$ 2,400.00
Fine Collection:	
Second Assistant District Attorney	\$ 2,400.00
Confidential Secretary to the District Attorney	\$ 2,400.00

BE IT FURTHER RESOLVED that said stipends shall be payable on a bi-weekly basis effective retroactively to January 1, 2014; and

BE IT FURTHER RESOLVED that the 2014 Adopted County budget be modified as follows:

General Fund

1165 District Attorney

Expense

	<u>From</u>	<u>To</u>
A1165.1 Personal Services	\$542,001	\$549,201
A1165.8110 Retirement Expense	102,476	103,950
A1165.8130 Social Security Expense	41,463	42,014

9010 Retirement Expense

Expense

A9010.8010 Retirement Expense	\$3,830,149	\$3,831,623
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A9010.8020 Allocation Retirement Expense	(3,830,149)	(3,831,623)
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9030 Social Security & Medicare Expense

A9030.8200 Social Security Expense	\$1,541,121	\$1,541,672
A9030.8210 Allocation FICA Expense	<u>(1,541,121)</u>	<u>(1,541,672)</u>

Totals	<u>\$685,940</u>	<u>\$695,165</u>
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Control Total		<u>\$9,225</u>
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1165 District Attorney

Revenue

A2801.2015 STOP DWI Training Services	<u>\$-0-</u>	<u>\$9,225</u>
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Control Total		<u>\$9,225</u>
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3315 Special Traffic Programs - STOP DWI

Expense

A3315.410221 DA Training Services	<u>\$2,481</u>	<u>\$11,706</u>
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Control Total		<u>\$9,225</u>
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Revenue

A880.4010 Appropriation of STOP DWI Reserves	<u>\$12,972</u>	<u>\$22,197</u>
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Control Total		<u>\$9,225</u>
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Dated: March 11, 2014

Daniel S. Degear, Chairman
Government Operations Committee

John A. Reinhardt, Chairman
Finance, Ways and Means Committee

RESOLUTION NO. 2

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT
WITH THE NEW YORK STATE OFFICE OF HOMELAND SECURITY
FOR A STATE HOMELAND SECURITY GRANT
AND MODIFYING THE 2014 COUNTY BUDGET**

WHEREAS, The Madison County Emergency Preparedness office has been awarded a grant for \$82,500 by the Office of Homeland Security from appropriations authorized by Congress under the FFY 2013 State Homeland Security Program (SHSP); and

WHEREAS, these funds will provide 100% federal reimbursement of eligible costs incurred in the effort to support planning, equipment, training and exercise needs associated with preparedness and prevention activities for terrorist events using weapons of mass destruction, and this grant program is described as follows:

Awarding Agency: Federal Department of Homeland Security
Pass Thru Agency: NYS Office of Homeland Security
Catalogue #: CFDA# 97.067
Program Name: State Homeland Security Grant Program (SHSGP)
Grant Period: 09/01/2013 to 08/31/2015
Contract #: C971410
Federal Funds: 100%
Grant Total: \$82,500

NOW THEREFORE BE IT RESOLVED, that the Chairman of the Board of Supervisors be authorized to enter into an agreement with the New York State Office of Homeland Security, a copy of which is on file with the Clerk of the Board; and

BE IT FURTHER RESOLVED, that the 2014 Adopted County Budget be modified as follows:

General Fund

Homeland Security- Department 3645

<u>Revenue</u>	<u>From</u>	<u>To</u>
A4306.1013 Fed. Aid; FFY13 State Homeland Security Grant Program	-0-	\$82,500
Control Total		<u>\$82,500</u>
<u>Expense</u>		
A3645.4013 FFY 2013 SHSGP	-0-	\$82,500
Control Total		<u>\$82,500</u>

Dated: March 11, 2014

Roger Bradstreet, Chairman
Criminal Justice, Public Safety and
Telecommunications Committee

John A. Reinhardt, Chairman
Finance Ways and Means Committee

RESOLUTION NO. 3

AUTHORIZING MODIFICATION OF THE 2014 ADOPTED COUNTY BUDGET

WHEREAS, the Madison County Sheriff's Office received a Child Fatality Review Team Grant from the New York State Office of Children and Family Services for \$34,301 to support a Madison County Child Fatality Review Team; and

WHEREAS, by Resolution No. 286-13, the County Board of Supervisors, approved acceptance of this award amount and revised the 2013 County budget accordingly; and

WHEREAS, a budget for the Madison County Child Fatality Review Team has been established, with specific allocations of this grant award, which requires the addition of expense accounts to the County budget;

NOW, THEREFORE, BE IT RESOLVED, that the 2014 adopted County Budget be modified to as follows:

Grant-Child Fatality Review Team

	<u>From</u>	<u>To</u>
<u>Revenue</u>		
A3389.5520 St Aid-Child Fatality Review Team	\$ 0	\$ 34,301
Control Total		<u>\$ 34,301</u>
<u>Expense</u>		
A3114. 1 Personal Services	\$ 0	\$ 12,400
A3114.4234 Contracted/Consultant Services		
– Multidisciplinary Grant	\$ 0	\$ 5,760
A3114.41 Travel Expense (Mileage)	\$ 0	\$ 5,143
A3114.4911 Office Supplies (outside)	\$ 0	\$ 4,886
A3114.4100 Other Expense	\$ 0	\$ 5,013
A3114.810 Allocation of Fringe Benefits	<u>\$ 0</u>	<u>\$ 1,099</u>
A3116.4100 Child Fatality Review Team	\$ 0	\$ 34,301
Control Total		<u>\$ 34,301</u>

Dated: March 11, 2014

Roger Bradstreet, Chairman
Criminal Justice, Public Safety and
Telecommunications Committee

John A. Reinhardt, Chairman
Finance, Ways and Means Committee

RESOLUTION NO. 4

AUTHORIZING THE CHAIRMAN TO ENTER INTO AGREEMENTS WITH AGENCIES TO PROVIDE YOUTH SERVICES AND TO MODIFY THE 2014 ADOPTED COUNTY BUDGET

WHEREAS, the following agencies have submitted proposals to the Madison County Youth Bureau to provide services to the youth of Madison County during the period of January 1, 2014 – December 31, 2014; and

WHEREAS, the Madison County Youth Board has evaluated the proposals and has recommended the following allocation of funds to these programs, and the Health & Human Services Committee has approved the allocations;

<u>AGENCY</u>	<u>PROGRAM</u>	<u>AMOUNT</u>
Madison County Council on Alcoholism (dba BRiDGES)	INROADS – School-based Substance Abuse Prevention	\$ 6,000.00
Community Action Program	Mentoring Partnership	\$ 9,200.00
Church on the Rock	Youth Center	\$ 7,000.00
Earlville Opera House	Children's Performing Arts	\$ 3,800.00
Catholic Charities	At-Risk Youth Case Management	\$ 15,000.00

and

WHEREAS, these costs are reimbursed 100% by State Aid;

NOW THEREFORE BE IT RESOLVED, that the Chairman of the Board of Supervisors be and is hereby authorized to enter into agreements on behalf of the County of Madison with the above agencies, in the form as is on file with the Clerk of the Board; and

BE IT FURTHER RESOLVED, that the 2014 Adopted County Budget be modified as follows:

GENERAL FUND

Youth Programs

7146 Youth Programs - Agencies

Expense

	<u>From</u>	<u>To</u>
A7146.41007 Anticipated Agency Allocation	\$ 38,000	\$ 0
A7146.42723 MCCASA – INROADS	0	6,000
A7146.42724 Partnership Mentoring (CAP)	0	9,200
A7146.42725 Church on the Rock Youth Center	0	7,000
A7146.42729 Child Performing Arts (Earlville)	0	3,800
A7146.42732 At-Risk Case Management (CC)	0	15,000
Totals	<u>\$38,000</u>	<u>\$41,000</u>
Control Total		<u>\$ 3,000</u>

Revenues

	<u>From</u>	<u>To</u>
A3820.2001 St Aid Anticipated Youth Programs	\$ 40,000	\$ 0
A3820.2020 St Aid-MCCASA–INROADS	0	6,000
A3820.2031 St Aid-Partnership Mentoring (CAP)	0	9,200
A3820.2006 St Aid-Church on the Rock Youth Center	0	7,000
A3820.2086 St Aid-Children's Performing Arts	0	3,800

A3820.2090 St Aid-At-Risk Case Management (CC)	0	15,000
A3820.2002 St Aid-RHYA (CC)	<u>25,000</u>	<u>27,000</u>
Totals	<u>\$65,000</u>	<u>\$68,000</u>
Control Total		<u>\$ 3,000</u>

Dated: March 11, 2014

Alexander Stepanski, Chairman
Health & Human Services Committee

John A. Reinhardt, Chairman
Finance, Ways and Means Committee

RESOLUTION NO. 5

**APPROVAL OF DEMAND FOR REFUND
OF REAL PROPERTY TAXES IN ACCORDANCE WITH
SECTION 726 (2) OF THE REAL PROPERTY TAX LAW**

WHEREAS, Tracy Street Property Management LLC commenced a tax certiorari proceeding against the Assessor of the City of Oneida, the City of Oneida and Madison County for a parcel of property in the City of Oneida identified by MAP# 30.54-1-2.12 located at 1049 Northside Shopping Center; and

WHEREAS, the Madison County Treasurer has received a Demand for Refund from Gilberti Stinziano Heintz and Smith, PC, attorney for the Petitioner, dated February 10, 2014; and

WHEREAS, Honorable Eugene D Faughnah signed a Stipulation and Order of Settlement on January 28, 2014 prescribing the agreement by all parties to reduce the assessment for the taxable status dates of May 1, 2010 thru May 1, 2012 from \$316,800 to \$158,400 and to reduce the assessment for the taxable status date of May 1, 2013 from \$316,800 to \$200,000; and

WHEREAS, Madison County is ordered to issue refunds to Gilberti Stinziano Heintz and Smith, PC on behalf of the petitioner for the County portion of the taxes only;

NOW, THEREFORE, BE IT RESOLVED that the Madison County Treasurer be and is hereby directed to refund \$1,198.37 for the 2011 County tax; \$1,189.39 for the 2012 County tax, \$1,233.88 for the 2013 County tax and \$375.21 for the 2014 County tax for a total amount of \$3,996.85 in accordance with the Stipulation and Order of the Madison County Supreme Court.

Dated: March 11, 2014

John A Reinhardt, Chairman
Finance, Ways and Means Committee

RESOLUTION NO. 6

**APPROVAL OF DEMAND FOR REFUND
OF REAL PROPERTY TAXES IN ACCORDANCE WITH
SECTION 726 (2) OF THE REAL PROPERTY TAX LAW**

WHEREAS, Breakthrough to Glory Ministry commenced a tax certiorari proceeding against the Town of Georgetown Assessor, the Town of Georgetown, Otselic Valley Central School District and Madison County for a parcel of property in the Town of Georgetown identified by MAP# 163.-1-29 located at 2011 Firetower Road; and

WHEREAS, the Madison County Treasurer has received a Demand for Refund from William R Bookhout, attorney for the Petitioner, dated January 20, 2014; and

WHEREAS, Honorable Donald F Cerio, Jr., Acting Supreme Court Justice, signed a Stipulation of Settlement Order on July 6, 2013, prescribing the agreement by all parties to grant a 10% exemption for the taxable status dates of May 1, 2010 through May 1, 2013 reducing the taxable value from \$530,000 to \$500,000; and

WHEREAS, Madison County is ordered to issue refunds to William H Bookhout, Esq. on behalf of the petitioner for the difference in taxes, interest and penalties; and

WHEREAS, Madison County must make payment within 30 days of the receipt of the Demand for Refund to avoid accruing interest on the refunded amount.

NOW, THEREFORE, BE IT RESOLVED that the Madison County Treasurer be and is hereby directed to refund \$1,484.67 for the 2011 County tax which includes a relieved school tax and was paid on November 11, 2011; \$2,290.74 for the 2012 County tax which includes a relieved school tax and was paid on May 20, 2013, and \$2,091.57 for the 2013 County tax which includes a school levy and was paid on May 20, 2013 for a total amount of \$5,866.98 in accordance with the Stipulation of Settlement and Order of the Madison County Supreme Court.

Dated: March 11, 2014

John A Reinhardt, Chairman
Finance, Ways and Means Committee

RESOLUTION NO. 7

AUTHORIZING THE MODIFICATION OF THE 2014 ADOPTED COUNTY BUDGET

RESOLVED, that the 2014 Adopted County Budget be modified as follows:

Modification No. 1

General Fund

1450 Board of Elections

Expense

	<u>From</u>	<u>To</u>
A1450.4026 Outside Printing Expense	\$ 55,976	\$ 37,271
A1450.4881 ImageCast Warranty & Support	<u>25,595</u>	<u>44,300</u>
Control Totals	<u>\$ 81,571</u>	<u>\$ 81,571</u>

Modification No. 2

General Fund

1670 Central Printing, Supplies & Mailing

Expense

	<u>From</u>	<u>To</u>
A1670.1 Personal Services	\$ 62,736	\$ 65,736
A1670.8130 Social Security Expense	<u>4,799</u>	<u>5,029</u>

9030 Social Security & Medicare Expense

Expense

A9030.8200 Social Security Expense	1,541,121	1,541,351
A9030.810 Allocation FICA Expense	(1,541,121)	(1,541,351)

1990 Contingent Fund

Expense

A1990.4444 Contingent Fund	<u>529,380</u>	<u>526,150</u>
Control Totals	<u>\$ 596,915</u>	<u>\$ 596,915</u>

Modification No. 3

General Fund

1410 County Clerk

Expense

	<u>From</u>	<u>To</u>
A1410.405 Records Room Construction	\$ -0-	\$ 1,250

1990 Contingent Fund

Expense

A1990.4444 Contingent Fund	<u>526,150</u>	<u>524,900</u>
Control Totals	<u>\$526,150</u>	<u>\$526,150</u>

Modification No. 4

General Fund

1930 Liability & Fleet Insurance

Expense

	<u>From</u>	<u>To</u>
A1930.44001 Excess Liability Insurance Premium	\$ 633,957	\$ 593,957
A1930.4228 Claims Administrator Expense	<u>-0-</u>	<u>40,000</u>
Control Totals	<u>\$ 633,957</u>	<u>\$ 633,957</u>

Dated: March 11, 2014

John A. Reinhardt, Chairman
Finance, Ways and Means Committee