

**FINANCE WAYS & MEANS COMMITTEE**  
**Meeting Agenda – Thursday, July 28, 2016 – 9:00 a.m.**  
**Supervisors Large Conference Room**

9:00 a.m. Call meeting to order

Approval of Minutes

- June 30, 2016

9:05 a.m. County Treasurer – Cindy Edick

- Treasurer's Reports (1, 2)
- 2015 County Financial Update

9:30 a.m. Resolutions:

1. Approval of Application for Refund and Credit under Section 550 of the Real Property Tax Law.
2. Authorizing the Chairman to Execute an Agreement with the Town of Hamilton for Tax Collection.
3. Authorizing the Chairman to Enter into an Agreement with GHD Consulting for Property Evaluation Services. (Campbell)
4. Authorizing the Chairman to Enter into an Agreement with GHD Consulting for Property Evaluation Services. (Paul)
5. Authorizing Acceptance of Grant Award from NYS Office of Children and Family Services to Madison County Sheriff's Office.
6. Authorizing the Modification of the 2016 Adopted County Budget.
7. Authorizing the Modification of the 2016 Adopted County Budget.

Preferred Agenda Vote

Any other business

Next Meeting

Adjourn

**MINUTES**  
**FINANCE, WAYS AND MEANS COMMITTEE**  
**June 30, 2016**

**Present:**

Committee: J. Reinhardt, R. Bargabos, C. Moses, J. Pinard, J. Salka

Supervisors: J. Becker

County Staff: C. Edick, S. English, S. Makarchuk, M. Scimone, J. Zecca

Also Present: Jillian Blake of Barton & Loguidice

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

I. Approval of Minutes

Motion by J. Pinard to approve the minutes of the June 2, 2016 meeting; second by R. Bargabos. Motion unanimously approved.

II. County Treasurer

C. Edick reviewed an Analysis of Sales Tax Receipts and an Analysis of Off-Track Betting Revenue. She also distributed a handout relative to 2016 Tobacco Settlement Proceeds and the corresponding allocation of these funds. Edick noted there were no budget modifications impacting the Contingent Fund slated for the July Board meeting.

III. Municipal Lease/Energy Efficiency Project

There was discussion regarding the financing for change orders relative to the Energy Efficiency Project. The purpose of the change orders is for the ceiling in the County Office Building basement, as well as additional window tinting in various County buildings. The cost of the change orders is \$240,520. The County is required to contribute \$120,000, and the balance of \$120,520 will be financed by an equipment lease purchase agreement.

Motion by J. Salka to approve a Resolution Authorizing the Execution and Delivery of an Energy Performance Contract Equipment Lease Purchase Agreement Amendment and Related Documents; second by R. Bargabos. Motion unanimously approved.

IV. Resolutions

1. Authorizing the Chairman to Enter Into an Agreement with EFPR Group, LLP – Motion by R. Bargabos to approve the resolution; second by J. Pinard. Motion unanimously approved.
2. Authorizing the Modification of the 2016 Adopted County Budget – Motion by C. Moses to approve the resolution; second by J. Pinard. Motion unanimously approved.

3. Authorizing the Modification of the 2016 Adopted County Budget – Motion by C. Moses to approve the resolution; second by J. Pinard. Motion unanimously approved.
4. Authorizing the Modification of the 2016 Adopted County Budget – Motion by J. Salka to approve the resolution; second by R. Bargabos. Motion unanimously approved.
5. Authorizing Participation in a Federal Traffic Safety Grant and Modifying the 2016 County Budget – Motion by R. Bargabos to approve the resolution; second by J. Pinard. Motion unanimously approved.
6. Authorizing the Chairman to Enter Into an Agreement with the New York State Division of Homeland Security and Emergency Services – FY2016 State Homeland Security Program (SLETPP) and Modifying the 2016 County Budget – Motion by C. Moses to approve the resolution; second by R. Bargabos. Motion unanimously approved.
7. Authorizing the Modification of the 2016 Adopted County Budget – Motion by R. Bargabos; second by J. Pinard. Motion by J. Becker to amend the resolution to transfer from the Liability/Fleet Insurance Reserve instead of Fund Balance; second by C. Moses. Motion unanimously approved. The resolution as amended was unanimously approved, with the exception of J. Salka, who voted no.
8. Authorizing the Chairman to Execute a Contract Modification and Modifying the 2016 Adopted County Budget – Motion by C. Moses; second by J. Salka. Motion unanimously approved.
9. Authorizing the Modification of the 2016 County Budget – Motion by R. Bargabos; second by J. Pinard. Motion unanimously approved.
10. Authorizing the Modification of the 2016 Adopted County Budget – Motion by J. Salka to approve the resolution; second by C. Moses. Motion unanimously approved.
11. Authorizing the Modification of the 2016 Adopted County Budget – Motion by J. Salka; second by R. Bargabos. Motion unanimously approved.

V. Preferred Agenda

Motion by C. Moses to include resolution numbers 1, 7 & 10 on the Finance, Ways and Means Committee Preferred Agenda; second by R. Bargabos. Motion unanimously approved.

VI. Other Business

There was discussion regarding the Landfill Closure/Post Closure Reserve. Jillian Blake of Barton & Loguidice reviewed a spreadsheet she prepared to estimate the

County's cash flow needs for closure costs for the West Side Landfill through year 2032.

There was discussion regarding homes in the flooded area of the City of Oneida that will be demolished and brought to the landfill, as well as the Shredder that is being purchased to increase landfill capacity.

VII. Adjournment

1. The next meeting is scheduled for Thursday, July 28, 2016, at 9:00 a.m.
2. Motion by R. Bargabos to adjourn the meeting; second by J. Salka. Motion unanimously approved. Meeting adjourned at 10:02 a.m.

Respectfully submitted,



Cindy J. Edick  
Madison County Treasurer

1.

**Madison County  
Analysis of  
Sales Tax Receipts**

**Actual Sales Tax Receipts**

<b><u>Distribution Date</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>Increase (Decrease)</u></b>	<b><u>%</u></b>
February 5	\$1,434,464	\$1,387,553	(\$46,911)	(3.27)%
February 16	436,487	355,799	(80,688)	(18.49)%
March 7	1,181,579	1,186,956	5,377	0.46%
March 14	316,093	294,403	(21,690)	(6.86)%
April 6	1,505,818	1,561,540	55,722	3.70%
April 13	882,500	1,252,816	370,316	41.96%
May 6	1,459,979	1,627,976	167,997	11.51%
May 13	353,036	382,230	29,194	8.27%
June 7	1,493,700	1,608,208	114,508	7.67%
June 13	361,225	357,131	(4,094)	(1.13)%
June 30	779,000	892,027	113,027	14.51%
July 1	949,688	927,996	(21,692)	(2.28)%
July 13	1,137,241	831,561	(305,680)	(26.88)%
Total	<u>\$12,290,810</u>	<u>\$12,666,196</u>	<u>\$375,386</u>	<u>3.05%</u>

**Madison County  
Analysis of  
Off Track Betting Revenue**

**Annual Revenue**

2004	\$194,834	2010	\$143,045
2005	\$250,843	2011	\$ 79,383
2006	\$228,748	2012	\$ 76,249
2007	\$176,283	2013	\$ 66,954
2008	\$149,406	2014	\$ 60,904
2009	\$119,427	2015	\$ 76,408

**Year-to-Date Revenue Comparison**

<u>thru</u> <u>7/26/15</u>	<u>thru</u> <u>7/26/16</u>	<u>Increase</u>	<u>Percent</u>
<u>\$27,497</u>	<u>\$27,773</u>	<u>\$276</u>	<u>1.00%</u>

**OTB History  
1982 - 2016  
as of July 26, 2016**

**Source of Funds**

Capital District OTB	\$7,582,270
Interest Income thru May 2009	<u>362,433</u>
Total Source of Funds	<u>\$7,944,703</u>

**Use of Funds**

Contribution to Correctional Facility Capital Project 1987	\$850,000
Transfer to Debt Service-Correctional Facility	6,263,947
Transfer to Public Safety Comm. Upgrade Reserve	799,847
Transfer to Debt Service-Public Safety Comm Upgrade	<u>30,909</u>
Total Use of Funds	<u>\$7,944,703</u>

**RESOLUTION NO. 1**

**APPROVAL OF APPLICATION FOR REFUND AND CREDIT UNDER  
SECTION 550 OF THE REAL PROPERTY TAX LAW**

**WHEREAS**, the following application for refund or credit of real property taxes was made in accordance with Section 550(2)(e) of the Real Property Tax Law,

Eileen E Kinsella  
103 Schuyler Drive  
Chittenango NY 13037

Tax Map #49.19-1-36.16  
Village of Chittenango  
Town of Sullivan

because the sewer tax was miscalculated based on an error in assessment on the 2015-16 Village tax bill; and

**WHEREAS**, the tax bill was paid on time to the village tax collector; and

**WHEREAS**, the Director of Real Property Tax Services received the application for refund, investigated the circumstances and recommended approval based upon the reasons noted above; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Madison County Treasurer be authorized to refund Ms. Eileen E Kinsella the amount of \$11.25 for the overpayment due to the miscalculation of the sewer tax on the 2015-16 Village tax.

Dated: August 9, 2016

---

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

**RESOLUTION NO. 2**

**AUTHORIZING THE CHAIRMAN TO EXECUTE AN AGREEMENT WITH THE  
TOWN OF HAMILTON FOR TAX COLLECTION**

**WHEREAS**, the Town of Hamilton wishes to have the Madison County Treasurer collect real property taxes for the Town, jointly and concurrently with the tax collecting officer as authorized by Real Property Tax Law §578 (2) (a) and §578 (2) (b); and

**WHEREAS**, the Madison County Treasurer has the ability and the expertise to collect said real property taxes on behalf of the Town; and

**WHEREAS**, the county taxpayers will benefit by an expansion of their options to pay their taxes; and

**WHEREAS**, both the Town and the Madison County Treasurer's office will achieve financial and labor savings by undertaking this shared tax collection service;

**NOW, THEREFORE, BE IT RESOLVED**, that the Chairman of the Board of Supervisors be and is hereby authorized to enter into an agreement with the Town of Hamilton in the form as is on file with the Clerk of the Board

Dated: August 9, 2016

---

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

**RESOLUTION NO. 3**

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT  
WITH GHD CONSULTING SERVICES FOR  
PROPERTY EVALUATION SERVICES (Campbell)**

**WHEREAS**, the Madison County Treasurer's delinquent tax staff does a property inspection of each parcel prior to taking title for nonpayment of delinquent taxes; and

**WHEREAS**, at times the County comes across properties that may have environmental issues that could be a liability to the County; and

**WHEREAS**, Madison County does not have the staff or the expertise to evaluate these properties in order to determine liability; and

**WHEREAS**, one such property has been identified in the Town of Georgetown, e and is identified by MAP# 194.19-1-22.1; and

**WHEREAS**, GHD has the staff and the expertise to assist the County in these evaluations; and

**WHEREAS**, there are funds in the 2016 Adopted Madison County Budget to cover this evaluation; and

**WHEREAS**, the Planning, Economic Development and Environmental Affairs Committee has reviewed the proposal of GHD and has recommended the County enter into an agreement with GHD, for property evaluation services for this parcel; and

**WHEREAS**, the Finance Ways and Means Committee concurs with said recommendation,

**NOW, THEREFORE, BE IT RESOLVED**, that the Madison County Board of Supervisors authorize the Chairman of the Board to enter into an agreement with GHD for property evaluation services for 984 Route 26N in the Town of Georgetown, a copy of which is on file with the Clerk of the Board.

Dated: August 9, 2016

---

John Salka, Chairman  
Planning, Economic Development,  
Environmental & Intergovernmental  
Affairs Committee

---

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

**RESOLUTION NO. 4**

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN  
AGREEMENT WITH GHD CONSULTING SERVICES FOR  
PROPERTY EVALUATION SERVICES (Paul)**

**WHEREAS**, the Madison County Treasurer's delinquent tax staff does a property inspection of each parcel prior to taking title for nonpayment of delinquent taxes; and

**WHEREAS**, at times the County comes across properties that may have environmental issues that could be a liability to the County; and

**WHEREAS**, Madison County does not have the staff or the expertise to evaluate these properties in order to determine liability; and

**WHEREAS**, one such property has been identified in the Town of Stockbridge, Village of Munnsville and is identified by MAP# 83.5-1-25; and

**WHEREAS**, GHD has the staff and the expertise to assist the County in these evaluations; and

**WHEREAS**, there are funds in the 2016 Adopted Madison County Budget to cover this evaluation; and

**WHEREAS**, the Planning, Economic Development and Environmental Affairs Committee has reviewed the proposal of GHD and has recommended the County enter into an agreement with GHD, for property evaluation services for this parcel; and

**WHEREAS**, the Finance Ways and Means Committee concurs with said recommendation,

**NOW, THEREFORE, BE IT RESOLVED**, that the Madison County Board of Supervisors authorize the Chairman of the Board to enter into an agreement with GHD for property evaluation services for 5324 Station Road North in the Village of Munnsville, a copy of which is on file with the Clerk of the Board.

Dated: August 9, 2016

---

John Salka, Chairman  
Planning, Economic Development,  
Environmental & Intergovernmental  
Affairs Committee

---

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

**RESOLUTION NO. 5**

**AUTHORIZING ACCEPTANCE OF GRANT AWARD  
FROM NYS OFFICE OF CHILDREN AND FAMILY SERVICES  
TO MADISON COUNTY SHERIFF'S OFFICE**

**WHEREAS**, the Madison County Sheriff's Office was awarded a five-year Child Fatality Review Team Grant from the New York State Office of Children and Family Services in the amount of \$34,301 per year, starting on August 1, 2013, which grant supports a Child Fatality Review Team in Madison County; and

**WHEREAS**, the fourth year of this grant commences on August 1, 2016 and runs to July 31, 2017;

**NOW, THEREFORE, BE IT RESOLVED**, that the Chairman of the Board of Supervisors be and hereby is authorized to accept the \$34,301 from the NYS Office of Children and Family Services for the 2016-2017 contract year; and

**BE IT FURTHER RESOLVED**, that the 2016 adopted County Budget be modified as follows:

**Grant-Child Fatality Review Team**

		<u>From</u>	<u>To</u>
<u>Revenue</u>			
A311630 433900	SA Child Fatality Review Team	\$ 0	\$34,301
	Control Total		<u>\$34,301</u>
<u>Expense</u>			
A311630 512000	Personal Services Grants	\$ 0	\$8000
A311630 542000	Consultant Expense	\$ 0	\$9672
A311630 541000	Travel Expense (Mileage)	\$ 0	\$6650
A311630 549110	Office Supplies & Expense	\$ 0	\$3650
A311630 540915	Child Fatality Review Expense	\$ 0	\$3829
A311630 581001	Allocation Fringe Benefits	<u>\$ 0</u>	<u>\$2500</u>
		\$ 0	<u>\$34,301</u>
	Control Total		<u>\$34,301</u>

Dated: August 9, 2016

\_\_\_\_\_  
Roger D. Bradstreet, Sr., Chairman  
Criminal Justice, Public Safety and  
Telecommunications Committee

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

**RESOLUTION NO. 6**

**AUTHORIZING THE MODIFICATION OF THE 2016 ADOPTED COUNTY BUDGET**

**WHEREAS**, on April 12, 2016, by Resolution No. 121-16, the Board of Supervisors of Madison County authorized the Chairman of the Board to apply for a grant from the Central New York Community Foundation to support the local volunteer fire departments in supplying smoke alarms and emergency weather radios to their communities; and

**WHEREAS**, the Office of Emergency Management was awarded \$5,000 by the Community Foundation;

**NOW, THEREFORE BE IT RESOLVED**, that the Chairman of the Board of Supervisors be and is hereby authorized to modify the 2016 adopted budget as follows:

**Emergency Management**

**Revenue**

	From	To
A341030 427055 CNY Community Foundation Grant Rev.	\$0	\$5,000

**Emergency Management**

**Expense**

	From	To
A341030 544050 CNY Community Foundation Grant Exp.	\$0	\$5,000

Dated: August 9, 2016

---

Roger D. Bradstreet, Chairman  
Criminal Justice, Public Safety and  
Emergency Communications Committee

---

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

**RESOLUTION NO. 7**

**AUTHORIZING THE MODIFICATION OF THE 2016 COUNTY BUDGET**

**BE IT RESOLVED** that the 2016 County budget be modified as follows:

**Capital Projects Fund**

**5197 Highway Road & Bridge Capital Projects**

**Expense**

	<u>From</u>	<u>To</u>
H519750 529022 Valley Mills Rd over Oneida Creek	\$-0-	\$35,000

Control Total

\$35,000

**Revenue**

H519750 450315 Transfer from County Road	\$2,428,879	\$2,463,879
--	-------------	-------------

Control Total

\$35,000

**County Road Fund**

**5110 Maintenance of Roads & Bridges**

**Expense**

D511050 549105 Transfer to Capital Projects	\$593,610	\$628,610
---	-----------	-----------

Control Total

\$35,000

**Fund Balance**

D 300599 Budgetary Fund Balance Unreserved	\$1,975,798	\$2,010,798
--	-------------	-------------

Control Total

\$35,000

Dated: August 9, 2016

---

Ronald Bono, Chairman  
Highway, Buildings & Grounds  
Committee

---

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