FINANCE WAYS & MEANS COMMITTEE
Meeting Agenda – Thursday, June 30, 2016 – 9:00 a.m.
Supervisors Large Conference Room

9:00 a.m. Call meeting to order

Approval of Minutes

- June 2, 2016

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

- Treasurer's Reports (1-2)

9:20 a.m. Discussion: Municipal Lease/Energy Efficiency Project

9:35 a.m. Resolutions:

1. Authorizing the Chairman to Enter into an Agreement with EFPR Group, LLP.
2. Authorizing the Modification of the 2016 Adopted County Budget. (Public Health Admin. - Tobacco Education)
3. Authorizing the Modification of the 2016 Adopted County Budget. (Co. Bldgs. Carpet Replacement – Misc. – Tobacco Funds)
4. Authorizing the Modification of the 2016 Adopted County Budget. (Public Health COLA Adjustments)
5. Authorizing Participation in a Federal Traffic Safety Grant and Modifying the 2016 County Budget.
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.
7. Authorizing the Modification of the 2016 Adopted County Budget. (Mental Health Clinic – OMIG)
8. Authorizing the Chairman to Execute a Contract Modification and Modifying the 2016 Adopted County Budget. (Liberty Resources)
9. Authorizing the Modification of the 2016 Adopted County Budget. (Highway – Creek Road Bridge)
10. Authorizing the Modification of the 2016 Adopted County Budget. (Bundle Mods.1-6)

Preferred Agenda Vote

Any other business

Next Meeting

Adjourn

MI NUTES
FINANCE, WAYS AND MEANS COMMITTEE
June 2, 2016

Present:

Committee:	J. Reinhardt, C. Moses, J. Pinard, J. Salka
Supervisors:	J. Becker
County Staff:	C. Edick, S. English, S. Makarchuk, R. Marsala, M. Scimone
Absent:	R. Bargabos

A quorum being present, J. Reinhardt called the meeting to order at 9:02 a.m.

I. Approval of Minutes

Motion by C. Moses to approve the minutes of the April 28, 2016 meeting; second by J. Salka. Motion unanimously approved.

II. County Treasurer

C. Edick reviewed an Analysis of Sales Tax Receipts, an Analysis of Off-Track Betting, Actual Medical and Prescription Claims Payments, and a report on the Contingent Fund. Edick distributed a handout detailing the 2016 tobacco settlement proceeds and uses. She also provided a spreadsheet showing how the $11 million from the Settlement Agreement has been utilized to date.

There was discussion regarding the Madison County Fair. M. Scimone distributed a letter from the Fair Board to the County Board of Supervisors, to include their procedures for safeguarding funds.

Edick mentioned that the County's new purchasing card program is up and running. A small group of departments will begin using the cards to make sure everything is working as intended before rolling the program out to the remaining departments.

III. Resolutions

1. Authorizing 2016 Budget Modification for the Federal & State Grant Immunization Action Plan – Motion by J. Pinard to approve the resolution; second by J. Salka. Motion unanimously approved.

2. Authorizing Chairman to Execute Agreement with the New York State Canal Corporation and Modify the 2016 County Budget – Motion by J. Pinard to approve the resolution; second by C. Moses. Motion unanimously approved.

3. Authorizing the Chairman to enter into an Agreement with the Dormitory Authority State of New York and Modifying the 2016 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 (Bundle) – Motion by C. Moses to approve the resolution; second by J. Salka. Motion unanimously approved.

IV. Preferred Agenda

There is no Preferred Agenda for the Finance, Ways and Means Committee this month because the only eligible Resolution is the "bundled" budget modification Resolution.

V. Adjournment

1. The next meeting is scheduled for Thursday, June 30, 2016, at 9:00 a.m.

2. Motion by J. Pinard to adjourn the meeting; second by J. Salka. Motion unanimously approved. Meeting adjourned at 10:09 a.m.

Respectfully submitted,

Cindy J. Edick

Cindy J. Edick
Madison County Treasurer

Madison County
Analysis of
Sales Tax Receipts

Actual Sales Tax Receipts

Distribution Date	2015	2016	Increase (Decrease)	%
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)%
Total	$9,424,881	$10,014,612	$589,731	6.26%

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

thru 6/27/15	thru 6/27/16	Increase	Percent
$23,067	$24,027	$960	4.16%

OTB History
1982 - 2016
as of June 27, 2016

Source of Funds	
Capital District OTB	$7,578,524
Interest Income thru May 2009	362,433
Total Source of Funds	$7,940,957
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	27,163
Total Use of Funds	$7,940,957

RESOLUTION NO. 1

AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH EFPR GROUP, LLP

WHEREAS, the County currently has an agreement with EFPR Group, LLP, for annual independent auditing services, to include the Federal Single Audit of financial assistance awards; and

WHEREAS, as part of the Federal Single Audit, the County is required to prepare an audited financial statement in accordance with GASB Pronouncement No. 34; and

WHEREAS, preparation of the GASB 34 financial statement requires a complex conversion from a fund-level, modified accrual basis to a government-wide, full accrual basis; and

WHEREAS, EFPR Group, LLP has submitted a proposal to provide GASB 34 conversion assistance at a cost of $3,000 for the financial statements for fiscal year ending December 31, 2015; and

WHEREAS, the proposal represents no increase in cost as compared to the prior year, and adequate appropriations are included in account A132510 542020 Single Audit Expense.

NOW, THEREFORE, BE IT RESOLVED that the Chairman of the Board of Supervisors be and hereby is authorized to enter into an agreement with EFPR Group, LLP, as is on file with the Clerk of the Board of Supervisors.

Dated: July 12, 2016

_____

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

RESOLUTION NO. 2

AUTHORIZING THE MODIFICATION OF THE 2016 ADOPTED COUNTY BUDGET

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

General Fund		
9999 Non Departmental Revenue	From	To
Revenue		
A999995 426901 Tobacco Settlement	$1,711,257	$1,761,257
Control Total		$50,000
4010 Public Health Administration		
Expense		
A401040 541215 Tobacco Education/Cessation	$-0-	$50,000
Control Total		$50,000

Dated: July 12, 2016

Alexander Stepanski, Chairman
Health & Human Services Committee

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

RESOLUTION NO. 3

AUTHORIZING THE MODIFICATION OF THE 2016 ADOPTED COUNTY BUDGET

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

General Fund		
9999 Non Departmental Revenue	From	To
Revenue		
A999995 426901 Tobacco Settlement	$1,761,000	$1,796,683
Control Total		$35,426
1619 County Buildings-Veteran's Memorial		
Expense		
A161910 529040 Carpet Replacement	$71,000	$-0-
1620 County Buildings		
Expense		
A162010 540300 Misc. Building Expense	35,000	30,000
A162010 540358 COB Basement Project	-0-	120,000
A162010 544000 Gas & Electric Expense	153,803	145,229
Totals	$259,803	$295,229
Control Total		$35,426
1620 County Buildings		
Expense		
A162010 513000 Personal Services Part Time	$155,303	$151,123
A162010 544001 Water Usage	5,100	9,600
A162010 582100 Social Security Expense	45,000	44,680
9030 Social Security & Medicare Expense		
Expense		
A903090 582100 Social Security Expense	1,651,525	1,651,205
A903090 581301 Allocation Social Security	(1,651,525)	(1,651,205)
Control Totals	$205,403	$205,403

Dated: July 12, 2016

Ronald Bono, Chairman
Highway, Buildings & Grounds
Committee

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

RESOLUTION NO. 4

AUTHORIZING THE MODIFICATION OF THE 2016 ADOPTED COUNTY BUDGET

WHEREAS, Madison County Public Health Department manages several grants that award cost of living adjustments (COLA) annually; and

WHEREAS, the New York State Department of Health has awarded a cost of living adjustment (COLA) to be expended between April 1, 2016 and March 31, 2017 as follows:

1 -CSHCN Grant	$1,629
2 -Immunization Grant	3,026
3 -Lead Grant	2,991
4 -ATUPA Grant	2,623
5 -Rabies Grant	830
Total	$11,099

WHEREAS, these funds will be used for expenditures associated with the recruitment and retention of staff or other critical non-personal service costs as well as non-personal services to accomplish the goals of the grant; and

WHEREAS, the Health and Human Services Committee supports the Health Department's involvement in this initiative;

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors hereby approves this resolution; and

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

Mod. No. 1
Public Health Department
A2961 Early Intervention

Expense		From	To
A296120.541100	CSHCN Grant Expense	$ 0	$ 1,629
	Control Total		$ 1,629
Revenue			
A296120.444891	Fed. Aid PH CSHCN Grant	$18,273	$19,902
	Control Total		$ 1,629

Mod. No. 2
A4012 Prevent

Expense		From	To
A401240.541031	Immunization Grant Expense	$ 8,096	$11,122
	Control Total		$ 3,026
Revenue			
A401240.434010	St. Aid PH Immun Grant	$21,933	$23,749

A401240.444011	Fed. Aid PH Immun Grant	14,621	15,831
	Total	$36,554	$39,580
	Control Total		$ 3,026

Mod. No. 3
A4012 Prevent

Expense		From	To
A401240.541037	Lead Grant Expense	$ 5,458	$ 8,449
	Control Total		$ 2,991

Revenue			
A401240.434016	St Aid Public Health Lead Poisoning Grant	$22,461	$24,374
A401240.444015	Federal Grant Lead Poisoning	$13,515	$14,593
	Total	$35,976	$38,967
	Control Total		$ 2,991

Mod. No. 4
A4090 Environmental

Expense		From	To
A409040.542908	Supplies (Rabies)	$ 2,000	$ 2,830
	Control Total		$ 830

Revenue			
A409040.434891	St Aid Rabies Clinic Reimb.	$10,069	$10,899
	Control Total		$ 830

Mod. No. 5
A4090 Environmental

Expense		From	To
A409040.541067	Tobacco Enforcement Expense	$ 2,500	$ 5,123
	Control Total		$ 2,623

Revenue			
A409040.434019	St Aid Tobacco Enforcement	$29,902	$32,525
	Control Total		$ 2,623

Dated: July 12, 2016

Alexander Stepanski, Chairman
Health and Human Services Committee

John A. Reinhardt, Chairman
Finance Ways and Means Committee

RESOLUTION NO. 5

AUTHORIZING PARTICIPATION IN A FEDERAL TRAFFIC SAFETY GRANT AND MODIFYING THE 2016 COUNTY BUDGET

WHEREAS, Madison County has been awarded a Federal Traffic Safety Grant through the New York State Governor's Traffic Safety Committee; and

WHEREAS, the Federal awards grant is identified as follows;

Awarding Agency:	National Highway Safety Administration
Pass-through Agency:	New York State Governor's Traffic Safety Committee
CFDA #:	20.600
Program Name:	Madison County Traffic Safety Plan
Award Year:	October 1, 2016 through September 30, 2017
Federal Funds:	100%
Total Grant Amount:	$25,513.00, and

WHEREAS, the funding agencies have approved the following budget for this project during the project year 10/1/16 – 9/30/17

General Fund
3111 Sheriff Department-Traffic Safety Coord Grant

Expense		From	To
A311130 512000	Personal Services Grants	$ 8,750	$ 28,911
A311130 541016	Commodities 2016-17	-0-	3,000
A311130 541020	Travel Exp (Conference/& Seminar)	-0-	750
A311130 581001	Allocation of Fringe Benefits	-0-	1,602
	Control Total		$25,513
Revenue			
A311130 443897	FA Distracted Driving 2016-17	-0-	$ 25,513
	Control Total		$25,513

NOW, THEREFORE BE IT RESOLVED, that the Chairman of the Board is hereby authorized to execute the necessary documents to finalize receipt of the grant; and,

BE IT FURTHER RESOLVED, that the adopted 2016 County Budget be modified in accordance with this grant.

Dated: July 12, 2016

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

John A. Reinhardt, Chairman
Finance Ways and Means Committee

RESOLUTION NO. 6

AUTHORIZING THE CHAIRMAN TO ENTER IN TO 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

WHEREAS, Madison County has been awarded a grant for $31,250 by the New York State Division of Homeland Security and Emergency Services (NYS DHSES) – FY2016 State Homeland Security Program (SLETPP), and

WHEREAS, these funds will provide 100% state reimbursement of eligible costs in the effort to support Madison County; and this grant program is described as follows:

Awarding Agency:	New York State Division of Homeland Security and Emergency Services
Project ID #:	LE16-1013-D00
DHSES #:	WM16971452
Program Name:	FY16 State Law Enforcement Terrorism Prevention Program
Grant Period:	09/01/2016 – 08/31/2019
Contract #	T971462
State Funds:	100%
Grant Total:	$31,250

NOW THEREFORE BE IT RESOLVED, that the Chairman of the Board of Supervisors be authorized to enter into an agreement with the NYS Division of Homeland Security and Emergency Services a copy of which is on file with the Clerk of the Board, and

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

General Fund
3645-Homeland Security

Expense		From	To
A364530 512000	Personal Services Sheriff – SLETPP	$10,225	$ 11,725
A364530 542016	Consultant – SLETPP Grant	- 0-	1,000
A364530 541020	Travel Costs SLETPP 16 -Training	-0-	650
A364530 540716	Equipment SLETPP 16	-0-	8,950
A364530 544116	All Other/Misc. Equipment & Fees	-0-	19,150
	Control Total		$31,250

Revenue:			
A364530 443916	Fed Aid – 2016 SLETPP	$ -0-	$31,250
	Control Total		$31,250

Dated: July 12, 2016

Roger D. Bradstreet, Sr., 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 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2016 Adopted County Budget be modified as follows:

General Fund		
4308 Mental Health Clinic	From	To
Expense		
A430840 540805 OMIG Audit 2004-2007	$-0-	$126,420
Control Total		$126,420
Appropriated Fund Balance		
A 300599 Budgetary Fund Balance Unreserved	$3,826,960	$3,953,380
Control Total		$126,420

Dated: July 12, 2016

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

RESOLUTION NO. 8

AUTHORIZING THE CHAIRMAN TO EXECUTE A CONTRACT MODIFICATION AND MODIFYING THE 2016 ADOPTED COUNTY BUDGET

WHEREAS, Madison County entered into an agreement with Liberty Resources, Inc. by Resolution 588-15;

WHEREAS, the agency has been selected as the award recipient for the Madison County Peer Recovery Center RFP;

WHEREAS, the Peer Recovery Center is fully funded by New York State Office of Mental Health State Aid in the amount of $250,000;

NOW, THEREFORE, BE IT RESOLVED that the 2016 Adopted County Budget be modified as follows:

General Fund

4316 Mental Health Liberty Resources	From	To
Expense		
A431640 542795 Liberty Resources Peer Recovery Center	$-0-	$250,000
Control Total		$250,000
Revenue		
A431640 434925 State Aid LR Peer Recovery Center	$-0-	$250,000
Control Total		$250,000

BE IT FURTHER RESOLVED, that the Chairman of the Board be hereby authorized to execute a modification agreement, a copy of which is on file with the Clerk of this Board, for the period January 1, 2016 through December 31, 2016 with Liberty Resources Inc.

Dated: July 12, 2016

_____
Alexander Stepanski, Chairman
Health and Human Services Committee

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

RESOLUTION NO. 9

AUTHORIZING THE MODIFICATION OF THE 2016 COUNTY BUDGET

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

	From	To
Capital Projects Fund		
5197 Highway Road & Bridge Capital Projects		
Expense		
H519750 529008 Creek Rd over Clockville Creek	$511,834	$561,834
Control Total		$50,000
Revenue		
H519750 450315 Transfer from County Road	$2,378,879	$2,428,879
Control Total		$50,000
County Road Fund		
5110 Maintenance of Roads & Bridges		
Expense		
D511050 549105 Transfer to Capital Projects	$543,610	$593,610
Control Total		$50,000
Fund Balance		
D 300599 Budgetary Fund Balance Unreserved	$1,925,798	$1,975,798
Control Total		$50,000

Dated: July 12, 2016

Ronald Bono, Chairman
Highway, Buildings & Grounds
Committee

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

RESOLUTION NO. 10

AUTHORIZING THE MODIFICATION OF THE 2016 ADOPTED COUNTY BUDGET

RESOLVED, that the 2016 Adopted County Budget be modified as follows:

Modification No. 1
General Fund

1451 Polling Place Access Grant	From	To
Revenue		
A145110 440891 Fed Aid Access for Disabled Individuals	$481	$20,735
Control Total		$20,254
Expense		
A145110 541039 Access for Disabled Grant	$481	$20,735
Control Total		$20,254
1452 Voter Education/Pollworker Training		
Revenue		
A145210 440893 Fed Aid Voter Ed/Pollworker Training	$ -0-	$40,509
Control Total		$40,509
Expense		
A145210 541044 Voter and Pollworker Education	$ -0-	$40,509
Control Total		$40,509

Modification No. 2
General Fund

1680 Information Technology	From	To
Expense		
A168010 549250 County Telephone Expense	$ 50,000	$80,000
Control Total		$30,000
Revenue		
A168010 428092 Interfund Revenue-Dept Phone Bill	$111,675	$141,675
Control Total		$ 30,000

Modification No. 3
General Fund

3645 Homeland Security	From	To
Expense		
A364530 544216 DHSES Tech Rescue Grant	$62,250	$ -0-
A364530 544222 Tech Rescue-Equipment	-0-	56,450
A364530 544223 Tech Rescue Other-Training	-0-	7,800
Control Total	$62,250	$62,250

Modification No. 4
General Fund

4010 Public Health Administration	From	To
Expense		
A401040 540912 Security Alarm System	$ -0-	$12,000
4090 Public Health Environmental		
Expense		
A409040 540200 Miscellaneous Expense	12,000	-0-
Control Totals	$12,000	$12,000

Modification No. 5
General Fund

6010 Social Services Administration	From	To
Expense		
A601060 549410 Special Security Expense	$40,252	$ -0-
1621 County Buildings-Social Services Building		
Expense		
A162110 549410 Special Security Expense	$ -0-	$40,252
Totals	$40,252	$40,252

Modification No. 6
Road Machinery Fund

5130 Road Machinery Repairs & Expense	From	To
Expense		
DM513050 529050 10 Wheel Dump Truck	$610,000	$815,000
Control Total		$205,000
Revenue		
DM513050 488016 Appropriation of Cap Equip Rsv	$-0-	$205,000
Control Total		$205,000

Dated: July 12, 2016

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