

## **FINANCE COMMITTEE AGENDA**

**March 3, 2020 at 3:30 p.m.**

**Location: Legislative Chambers**

Committee members present: Bill Holgate, (absent) Tim Cutler, Dan Banach, Ed Bronson, Pat Killen, Rick Willson

Others present: Terry Button, Bonnie Percy, Dick Harper, Connie Hayes, Nonie Flynn, Doug Paddock, Carlie Chilson, Earle Gleason, Leslie Church, Dan Banach, Meghan Kincaid, Dan Long, and Ashley Doyle.

Tim and Ed will do the audit this month

Minutes of the February meeting were approved as presented.

### **Real Property – Meghan Kincaid**

Meghan reported the Claudia, the new tax mapper, Claudia spent two days in Livingston County shadowing their tax mapper and she will also be attending the introductory tax mapping class put on by VHB in April.

Meghan reported she will be attending the Western Region of Real property tax services directors in Batavia on March 6<sup>th</sup>.

Meghan reported on the upcoming activities.

### **Planning – Dan Long**

Dan reported an application for capital funding was submitted by Yates Transit Service for vehicle replacement.

Dan reported the Yates County Planning Board reviewed 6 referrals.

Dan reported he has received 3 applications for funding. Summaries of each application will be forwarded to the committee for review in March for April awards.

Dan updated the Committee on the EFC Septic Replacement Grant. The last 2 septic systems are either in final approval stage at the Town level or are scheduled for installation which will complete the grant for this round.

Dan reported the Yates County Comprehensive Plan Committee met on February 20<sup>th</sup> to discuss policy categories and sub-committee tasks as well as the next steps in plan review. The next meeting will be March 17<sup>th</sup> at 4:00 p.m.

Dan reported the GIS Committee will review the comments on the listed web portals and discuss the vision of what a Yates GIS portal will provide.

Dan reported he is working with the Sheriff in research on RFP's for the Public Safety Building evaluation.

Dan reported the LULA training for 2020 will be held on April 20<sup>th</sup> in the County Auditorium. This will provide 3 hours of training credit for Planning/Zoning Board members.

Dan reported with regards to Census outreach, Planning has been coordinating with Pro-Action and the Library System to put together a propose outreach plan that was submitted to NYS on March 2<sup>nd</sup>. NYS is providing approximately \$48,000 in funding to non-profits to Yates County for this effort.

Dan reviewed the following resolution that would be needed. The Committee approved.

- Reappoint Yates County Planning Board Members (Granzin & Yonts)

#### **Treasurer – Ashley Doyle/Deputy**

Ashley reviewed the 2019 Appropriations, 2020 Appropriations, Sales Tax Report, Occupancy Tax Report, and Tax Corrections.

Ashley reported there are 15 parcels that had 2018 taxes unpaid as of 2/1/2020. The properties have been photographed by Real Property and are under review by the County Attorney. Ashley anticipates keeping the auction date to the third week in June.

Ashley reported the auditors have been in the Treasurer's office throughout the month of February. The 2019 financials will be presented at the Audit Committee meeting on April 6, 2020 at noon. The meeting time was changed to 11:30 to avoid a conflict with the Public Works Committee meeting. (Note: the meeting is now on April 13<sup>th</sup> at noon )

Ashley reported she will be attending the NYS County Treasurer's Winter Meeting in Syracuse on Friday March 6, 2020.

Ashley reviewed the following resolutions that would be needed. The Committee approved.

- 2019 Budget Transfers
- Appropriate Carryover Federal Aid (OEM)
- Cancellation of Certain Delinquent Tax Liens

#### **County Administrator – Nonie Flynn**

Nonie reported Dan is working on a map of the unserved and underserved areas of the County for broadband. Nonie questioned if the Committee would like this put on the website. The Consensus of the Committee was put it on the website with a disclaimer that it is conceptual only.

Nonie reported Richard Mayfield USDA thought the county would have the grant contract by the end of February but that has not happened.

Nonie reported that STN stated Chemung has joined the Broadband Coalition for the feasibility study.

Nonie reviewed the Project status report as it relates to Finance.

#### **Clerk of the Legislature**

Connie reviewed the following resolution that would be needed. The Committee approved.

- Resolution to appoint members to the TAC to fill vacancies and revise representation

### **Airport – Dick Harper**

Dick reviewed the following resolutions that will be needed. The Committee approved.

- Resolution for Memorandum of Understanding between the County and the Town of Milo detailing documentation requirements, etc. to assure flow of funds from the NYSDOT Aviation grant to the County.
- Resolution for contract with Passero Associates for professional services related to the NYSDOT grant.

Dick reported based on a discussion with Larson Design Group (Milo's engineer for the project), there will be no need for the contractor to use County land for staging, other than stockpiling of stone for bedding the pipe and appurtenances.

Dick reported an educational session and tour of the airport for legislators has been proposed for the day of the legislature meeting in May or June, probably starting at 10:00 a.m. or so. Is there a date preference? The consensus of the Committee was to have the tour on June 8<sup>th</sup>. Dick will talk with the business and legislators to determine a good time.

Dan Long reviewed the applications for the Scenic and Natural Resource Funding for 2020. Applications were received from the Finger Lakes Museum and Aquarium requested \$19,000, Yates Community Center requested \$35,000 and the Village of Penn Yan requested \$50,000. Dan is recommending funding the Finger Lakes Museum and Aquarium at \$19,000 and the Yates Community Center \$30,992. The consensus of the Committee was to approve Dan's recommendations.

Pat moved to enter into executive session to discuss the possible acquisition, sale or lease of real property with the Committee members, Legislators and County Administrator present, seconded by Ed.

VOTE: Unanimous

Meeting adjourned at 5:17 p.m.

**Executive Session – if needed**