

FINANCE COMMITTEE

July 2, 2019

Committee members: Bill Holgate Chairman, Tim Dennis Vice Chair, Ed Bronson, Tim Cutler, Rick Willson, Dan Banach

Others present: Doug Paddock, Jim Multer, Terry Button, Connie Hayes, Nonie Flynn, Elden Morrison, Carlie Chilson, Meghan Kincaid, Dan Long, Ashley Doyle.

Bill and Tim Cutler will sign the audit this month

Minutes of the June meeting were approved as presented.

Real Property – Meghan Kincaid

Megan reported the final assessments are now official and can be viewed on Real Property's web page.

Megan reported on seminar's and upcoming meetings that she has/will be attending.

Megan reported with regards to SCAR. Property owners looking to file Small Claims or Article 7 petitions must file them with the County Clerk's office by 7/31/19. They must have submitted a RP524 form with the Board of Assessment Review this year by their town's Grievance Day to qualify for the next step.

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

- Authorize Chairman To Sign Contract (VHNB)

Planning – Dan Long

Dan reported he reached out to Yates Transit Service regarding quarterly updates and what is expected.

Dan reported the Yates County Planning Board reviewed 4 referrals at their June 27th meeting.

Dan reported with regards to the Vine Valley Boat Launch Project, he is updating actual expenses and comparing them to the original budgets. Some items came in under budget so there may be funds available to use on further related site improvements.

Dan reported he will be meeting over the next 2 weeks with recipients of the Funding for Natural and Recreational Resources.

Dan reported the program funds are fully allocated for the EFC Septic Replacement Grant. He is working on final reimbursement vouchers. It is still unknown if the EFC or the DEC will have any more funding. Dan will continue to monitor.

Dan reported the Yates County Comprehensive Plan Committee met on June 24th to review proposed changes and updates. David Zorn reviewed the process and discussed the public workshop portion of the process for July workshops.

Dan reported the GIS Committee will meet on July 16th to discuss the ESRI system and proposed updated server network and access portal.

Dan reported on Capital Projects/Studies. Hunt Engineers performed a site visit on June 12th to collect further data for the Highway facility. Dan expects to have the study by the end of the month. The Communications Study RFP was sent out on June 21st to vendors with a return date of July 12th.

Dan reviewed the Capital Improvement Budget.

Treasurer – Ashley Doyle/Deputy Treasurer

Ashley reviewed the 2019 Appropriations, Sales Tax Report, Occupancy Tax Report, and the Auction Properties Bid Results.

Ashley reported Maximus is finalizing the Cost Allocation Plan, which will be available in the office this month.

Ashley reported the Keuka College intern has been helping with light Accounting work and will be finishing up his internship mid-July.

Ashley reported Nonie will be hosting the NYS Summer Conference from July 28th through July 31st and Ashley will also be attending.

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

- 2019 Budget Transfers
- Authorize Unassigned Fund Balance (Building, Infrastructure, and Communications Reserves)
- Authorize Unassigned Fund Balance (Stop DWI)
- Authorize Assignment of Funds for Future Budget Stabilization
- Appropriate Federal Aid (Sheriff)
- Authorize Conveyance of Real Property
- Accept Bids on Tax Acquired Property

Airport – Tim Dennis

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

- Authorize Chairman To Execute Federal Grant Agreement and Related Documents for the Airport Lighting Improvements – Segmented Circle And Supplemental Wind Cones
- Authorize Chairman To Execute Agreement With Baseline King Corporation
- Authorize Chairman To Execute Agreements With Passero Associates

Tim reported the Airport Council is still reviewing projects covered under the NYSDOT grant for Weather Emergencies counties. Further financial analysis continues. Will have resolutions to authorize signatures once analysis is completed.

Acting County Administrator – Nonie Flynn

Nonie reported that STN would like to defer their quarterly presentation until August. The consensus of the Committee was to have them come in August. It was also decided to have them come every 6 months until activity picks up. It was suggested that the Broadband Committee could report quarterly.

Nonie reported the TAC will be giving a presentation at the Legislative meeting July 8th on 2018 ROI.

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

Meeting adjourned at 4:35 p.m.