

FINANCE COMMITTEE

July 6, 2022

Committee members: Bill Holgate (absent), Doug Paddock, Tim Cutler, Mark Morris, Dan Banach

Doug Paddock chaired the meeting due to Bill Holgate's absence.

Others present: Leslie Church, Jesse Jayne (left at 3:54 p.m.), Bonnie Percy, Dick Harper, Terry Button, Carlie Chilson (left at 4:34 p.m.), Ed Bronson, Nonie Flynn, Emilee Miller, Meghan Kincaid, Jeff Ayers, Marian Walrath, Jessica Mullins, Marsha Devine

Doug & Tim will do the audit this month.

The minutes from the June meeting were approved as presented.

PUBLIC COMMENT

Grant Downs provided a brief update on the status of the Torrey Station property. Since May, there have been biweekly court hearings on this matter. At the last hearing, the attorneys for the owner and the town asked for more time to reach an agreement on the special use permit. Grant expects this to be resolved soon, based on their discussion so far. At the present time, there are no cars for sale and there is a new real estate broker sign on the property. The listing indicates an asking price of \$188,000. At one of the court hearings, the owner of the property stated that he has a consent agreement with the DEC to have the tanks removed. The town has no formal paperwork to indicate that is true. Grant urged the legislature to get the property on the tax rolls by March 1, 2023.

Real Property: Meghan Kincaid

Meghan reported that any property owner who filed a grievance with the B.A.R. that still feels their property is assessed to high may file a Small Claims/Article 7 petition.

Meghan reported that final assessment values came out July 1st.

Meghan proposed increasing the limits for the Alternative Veterans' Exemption.

Meghan reported that New York State has proposed to update the Volunteer Firefighter/Ambulance Worker Exemption. She will update the Committee once she obtains the proposed changes from the state.

Meghan proposed increasing her Senior Account Clerk Typist's hours to 40 hours a week instead of 35.

Meghan reviewed the following resolutions that would be needed. After discussion, the Committee approved.

- Set Date for Public Hearing on Proposed Local Law 6-2022 Entitled "A Local Law Increasing the Alternative Veterans' Exemption from Real Property Taxation"
- Approving Memorandum of Understanding with CSEA Concerning Altering the Work Hours for a Real Property Tax Services Department Employee (Senior Account Clerk Typist)

ReConnect: Marian Walrath

Marian reported that the plans and specifications for Phase 1 (Trunk Route) were approved by RUS on June 13, 2022. They launched the sealed bid process to award the construction. The bid opening is scheduled for July 14th.

Marian reported that the change of scope request was submitted to RUS on June 3, 2022 for Phase 1B (Distribution in Italy/Middlesex). It is currently pending review and approval.

Marian reported that an updated Nokia Equipment Waiver Request was submitted to RUS for review and approval on June 29, 2022.

Marian reported that poles for Phase 3 have been identified for Make-Ready Applications. Marian reviewed the following Financial Requirement Statement (FRS):

Report approved 5/27/2022	Total advances to date	Advances now requested
Make Ready	\$202,231	\$6,423
Engineering	\$247,379	\$26,755
Balance Pledged Deposit Acct.: \$3,139,435		

Marian reported that Bart Bretsch is leading effort to develop a more detailed 2-year plan so that they can better focus on the critical path(s).

Marian reviewed the status of the grants that they continue to apply for.

Marian reported the FFC awarded areas in Yates County for broadband build to Frontier in their RDOF program.

Jeff Ayers reported that materials have started to arrive from Graybar Electric for ReConnect 1. A standard operating procedure is being developed for managing the supply yard.

Jeff reported that the Spectrum Make-Ready Construction for Phase 1A&B is in process. The Master Services Agreement was approved and awarded to H. Richardson & Sons last month.

Marian & Jeff reviewed the following resolutions that would be needed. After discussion, the Committee approved.

- Enter into an Agreement for One Touch Make Ready Services for Phase 3 of the ReConnect Project with LaBella Associates
- Authorize Chairwoman to Sign Contract with FirstLight Fiber, Inc. for Fiber and Selected Outside Plant Materials for the ReConnect Project

The proposed resolution entitled “Enter into a Master Services Agreement for Make Ready Construction for the ReConnect Project with O’Connell Electric Company, Inc.” was withdrawn because O’Connell did not agree with the proposed contract.

Planning: Jeffrey Ayers

Jeff reported that there were 5 Yates County Planning Board applications this month. They were all found to have no negative county-wide impact. There will be a training session on July 28th.

Jeff reviewed the following resolutions that would be needed. After discussion and edits, the Committee approved.

- Approve the Capital Plan for Fiscal Years 2023-2027

- Set the Date for a Public Hearing to Provide Information to the Public on the Community Development Block Grant (CDBG) Program
- Authorizing the Planner to Submit Certification of SEQRA Classification Forms to the Office of Community Renewal for a Community Development Block Grant on Behalf of Yates County

Jeff reported that Lisa Minns and Tammy Slayton from YTS are planning to present at the legislative meeting. They will provide their PowerPoint presentation ahead of time.

Jeff reported that there is a new hauler in the County, Nardoizzi Holdings, which has registered.

Jeff reported that the Milo Zoning Map has been added to the GIS web portal. Shapefiles of the new election districts and a map have been produced for the Board of Elections. Claudia Milroy identified a use for the portal, probation officers need to see what parcels are inside of 1000 ft. offsets from school properties.

Jeff reported that the 8 year review of the Yates County Agricultural District No.1 is coming up. It is a requirement that they have to fulfill and there's some environmental work that needs to be done.

Finance: Jessica Mullins

Jessica proposed that the County add NY CLASS as a depository to their investment policy and to move funds from 1-2 accounts that have high balances and low interest rates at local banks. The NY CLASS currently has an interest rate of 1.03%. There are over 20 counties in New York State that participate in this, and the money put into this pool results in a higher interest rate for that money. The money is liquid, they can pull it out at any point, there are no terms, there are no restrictions, and there are no fees. There isn't anything holding them to a specific term, if they needed that money, and the yields right now are much higher. The consensus of the Committee is for Jessica to bring a resolution forward amending the investment policy that not only addresses depositing \$5 million into NY CLASS, but also increases the depository at Lyons National Bank from \$11 to \$20 million.

Jessica reported that all of the information that is needed to compile their findings has been submitted to Maximus for the cost allocation plan. Once she hears back, she will update the legislature.

Jessica reported that there are 4 departments that utilize LexisNexis services and all the departments have different contracts, different costs, and different services. She is working with a representative to see about consolidating the contracts/subscriptions to reduce costs.

Jessica reviewed management's response to the audit. It was questioned whether the auditor's results needed to be posted on the County's website and/or if the legislature needed to accept the auditor's report. They did not do either in past practice, but Jessica was going to reach out to the auditors to find out the legal requirements.

Jessica reviewed the 2022 Appropriations, Sales Tax Report, Occupancy Report, and the Bank Accounts as of May 31, 2022.

Jessica reviewed the following resolutions that would be needed. After discussion and edits, the Committee approved.

- 2022 Budget Transfers

- Accept and Appropriate Additional Aid (Social Services)

Treasurer: Marsha Devine

Marsha reviewed the following resolution that would be needed. After discussion and edits, the Committee approved.

- Authorize Chairwoman to Sign Contract for Auction Services

Marsha reported that the letters for the 2021 delinquent taxes will be sent out the end of July. They have 94 properties on that list with \$247,468 due in taxes and interest as of right now.

Marsha reported that budget planning has begun for 2023.

Marsha reported that for the first part of 2022 she worked the hours needed to learn the position and accomplish the required tax enforcement and reconciliation, between 17 and 40 hours per week, averaging 28.78 hours per week for the first 22 weeks of the year.

Marsha reported that the Treasurer's office is currently administering three estates.

County Administrator: Nonie Flynn

Nonie reviewed the memo she sent regarding the possible uses of the unassigned general fund balance. These possible uses include: 2023 Property Tax Reduction, Budget Stabilization Fund, Building Reserve Fund, Community Center Building, Countywide Water Project, Do Nothing (keep the cushion), Employee Stipends, Horizon Park Expansion Infrastructure, NYSEG Service to Benton, and Sales Tax Sharing. The Committee discussed the options and agreed that the 2023 budget workshop would be a better time for further discussion regarding their fund balance.

Airport: Dick Harper

Dick reported that Passero should have the fuel truck bid specs for the Airport Council meeting on Wednesday 7/27. Passero would then hopefully provide the County with bid documents in time for the August Finance meeting.

Dick reported that the deicing project is moving forward and they are installing a tank that will allow them to either capture 4000 gallons of material for recycling or to send it to the Village Municipal for treatment.

Dr. Cutler moved to enter executive session to discuss:

1. The employment history of a particular individual, with members of the Committee, other members of the legislature, and the County Administrator present.

Seconded by Mr. Banach.

Committee vote: Unanimous.

Meeting adjourned at 5:45 p.m.