

Finance & Rules Committee
July 25, 2023
Minutes

Members Present: Committee Chair Michael Montigelli, Legislators Robert Cantwell, Philip Reed, Allen Drake, Daniel McBride, Frances Calarco, Board Chair William Johnson

Others Present: Legislators John Peck, James Nabywaniec, Patrick Jareo, Steel Potter, Corey Grant and Anthony Doldo, County Administrator Robert Hagemann, Deputy Administrator Sarah Baldwin, County Attorney David Paulsen, Conf. Asst. for Fiscal Affairs Ashley Durham, Human Resources Director Valerie Nugent, Sheriff Pete Barnett, Undersheriff Kris Spencer, County Treasurer Karen Christie, Deputy Treasurer Dorena Kimball, Drescher & Malecki Senior Manager Charles Trottier, Drescher & Malecki Senior Auditor Michael Crouse, Confidential Secretary Jill Jones

Chairman Montigelli called the meeting to order at 8:50 p.m.

Charles Trottier, Senior Manager from Drescher & Malecki made a presentation to the Committee concerning their audit of Jefferson County's 2022 financial statements. He said their opinion regarding the financial statements is unmodified /clean and their opinion regarding the effectiveness of internal controls is also unmodified/clean with no material weaknesses. With regard to the Single Audit which is required of governments using over \$750,000 in federal awards, they tested six programs this year including American Rescue Plan Act (ARPA) funds, and they were all clean. Their opinion was also unmodified and there were no findings in the required audits they performed for: New York State Department of Transportation (CHIPS), and the Passenger Facility Charge Report (Airport).

Mr. Trottier outlined historical graphics of five year trends for revenues and other sources vs. expenses and other uses for the General Fund noting that for 2022, revenue gains were largely due to an increase in sales tax, and the amount of state and federal aid received including ARPA funds; expenses increased due to the additional sales tax money being distributed, social services programs resuming after the pandemic, and funds from federal and state aid (including ARPA) being used for capital projects as well as increased road and road machinery expenditures due to inflationary costs. He said the net gain, or difference in revenues vs. expenditures for 2022 is \$12.7 million. He said the fund balance policy provides that the Board stay within the calculation of two months expenditures (approximately 16.7%) +/- 10%, noting that efforts were made to decrease fund balance in 2022; which was successful as the ratio of unassigned fund balance to current year expenditures was 40.7% at the end of 2021 and fell to 35.2% at the end of 2022. Mr. Trottier provided contact information for himself, Drescher & Malecki Partner Luke Malecki, and introduced Senior Auditor Michael Crouse who was present and managed the day to day audit on site. He encouraged legislators to contact him, Mr. Crouse or Mr. Malecki should they have any questions.

The Committee approved the minutes of the June meeting, as written. Chairman Montigelli offered privilege of the floor, however no one present wished to address the Committee.

Chairman Montigelli introduced a resolution Authorizing Agreement Extension and Increase for the New York State Board of Elections Technology Innovation and Election Resource Grant and Amending the 2023 County Budget in Relation Thereto and entertained a motion for consideration. A motion was duly made by Legislator McBride seconded by Legislator Drake and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Montigelli introduced a resolution Reappointing Member to Jefferson Community College Board of Trustees and entertained a motion for consideration. A motion was duly made by Legislator Calarco seconded by Legislator Cantwell and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Montigelli introduced a resolution Appointing County Highway Superintendent and entertained a motion for consideration. A motion was duly made by Legislator Reed seconded by Legislator Drake and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Montigelli introduced a resolution Appointing Commissioner of Social Services and entertained a motion for consideration. A motion was duly made by Legislator Cantwell and seconded by Legislator Drake. Legislator Reed appreciated the Interview Committee's diligence and the Board Chair addressing concerns, and said he would support the resolution at this time to move it forward to the full Board for further discussion. With no further discussion, the Committee agreed to sponsor the resolution as presented with Legislator McBride opposed.

Chairman Montigelli introduced a resolution Authorizing an Agreement with Primecare Medical of New York for Provision of Comprehensive Healthcare Services for the Jefferson County Correctional Facility, Deleting Positions and Amending the 2023 County Budget in Relation Thereto and entertained a motion for consideration. A motion was duly made by Legislator Cantwell seconded by Legislator Reed and there being no discussion, the Committee agreed to sponsor the resolution as presented.

Chairman Montigelli said resolutions from the other jurisdictional committees would be dealt with as a block unless a legislator wanted to pull one out and vote on it separately.

On a motion by Legislator McBride seconded by Legislator Cantwell and unanimously carried, the Committee approved the following General Services Committee sponsored resolutions:

- ✓ Amending the 2023 County Budget and Capital Plan in Relation to the Watertown International Airport Runway 28 Medium-Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR)
- ✓ Recognizing NYS Division of Criminal Justice Services GIVE Grant Award to the District Attorney's Office and Amending the 2023 County Budget in Relation Thereto
- ✓ Amending the 2023 County Budget to Recognize Insurance Recovery and Allocating Same in Dog Control Department Budget
- ✓ Accepting Donation for the Dog Control Department and Amending the 2023 County Budget in Relation Thereto
- ✓ Amending the 2023 County Budget and Capital Plan in Relation to the Highway Department Consolidated Highway Funding

- ✓ Amending the 2023 County Budget in Relation to Recycling and Waste Management (Enterprise)
- ✓ Amending the 2023 County Budget in Relation to Recycling & Waste Management (Baler)
- ✓ Recognizing NYS Division of Criminal Justice Services GIVE Grant Award to the Probation Department and Amending the 2023 County Budget in Relation Thereto
- ✓ Recognizing NYS Division of Criminal Justice Services GIVE Grant Award to the Sheriff's Office and Amending the 2023 County Budget in Relation Thereto

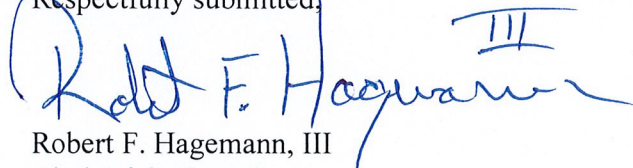
On a motion by Legislator Reed seconded by Legislator Drake and unanimously carried, the Committee approved the following Health & Human Services Committee sponsored resolutions:

- ✓ Amending the 2023 County Budget to Allocate Additional State Aid for Community Services Programs
- ✓ Amending the 2023 County Budget Relative to Community Services Department
- ✓ Amending the 2023 County Budget Relative to Public Health Department Home Health Accounts
- ✓ Amending the 2023 County Budget Relative to Public Health Department EMS Accounts
- ✓ Amending the 2023 County Budget in Relation to Epidemiology and Laboratory Capacity Reopening Schools Grant Award

Administrator Hagemann advised that the Committee would normally be passing a resolution to continue the current sales tax rate at this meeting so it can comply with the 90 day approval before it takes effect on December 1st requirement of the NYS Taxation and Finance Department. However, the Board can not pass that resolution until after Governor Hochul signs the legislation, which has not happened yet. He said it is on her desk and if she signs it sometime between now and next Tuesday, a resolution would be prepared and a waiver of the Standing Rules would be necessary to approve it at the August Session. If the Governor signs the legislation after next week, a special meeting of the Board would be necessary in order to adopt the resolution in the required time frame.

There being no further business of the Committee, on a motion by Legislator Drake seconded by Legislator Reed and unanimously carried, the meeting was adjourned at 9:15 p.m.

Respectfully submitted,



Robert F. Hagemann, III
Clerk of the Board