

FINANCE COMMITTEE

April 13th, 2021

8:30 a.m.

Members: Leonard, Bender, Groat, Verkey, Robusto

IN PERSON ATTENDEES: Committee Chair, County Administrator, Secretary

8:30 a.m. **Approval of previous meeting minutes**

8:30 a.m. **Resolutions Referred to Committee**

8:40 a.m. **Information Technology, Matt Ury**

REPORT: [IT Report April 2021.docx](#)

TRANSMITTALS:

- Authorization to Sign Agreement with Syracuse Time and Alarm for Maintenance Renewal of the Nursing Home Resident Wandering System [IT04RES1- NH resident wandering system maintenance renewal.doc](#)
- Renew Agreement With Visual Computer Solutions, Inc. For Maintenance of the Shift Scheduling and Time Sheet Software Program for the Office of the Sheriff And 911 [IT04RES2 Visual Computer Solutions for shift scheduling REV1.doc](#)

8:50 a.m. **County Attorney, Dan Connors**

NO BUSINESS

8:50 a.m. **Auditor, Kristen Scott**

REPORT: [AUDIT REPORT MARCH 2021 .docx](#)

TRANSMITTAL:

- Authorization to Sign Agreement with Staples for Their Print & Copy Program through Sourcewell Cooperative for All Wayne County Departments [AUDIT04RES01 STAPLES.doc](#)

9:00 a.m. **Real Property Tax, Karen Ambroz**

REPORT: [RPT 03 21 Monthly Report.doc](#)

TRANSMITTAL:

- Authorizing Public Auction Sale of Real Property Acquired By the County for Delinquent Taxes [RPT01RES1 2021TaxAuction TC.doc](#)

9:10 a.m. **Treasurer, Patrick Schmitt**

DISCUSSION:

- Indigent Burials (with Ellen Wayne)
- Cannabis tax

REPORTS: [TRE April 2021 Monthly Report.docx](#) [Internet Sales Tax.xlsx](#)

TRANSMITTAL:

- Authorization to Accept Tax Collection and Tax Foreclosure Software Proposal from Systems East, Inc. And Amend Budget [TRE04RES01 REV1.doc](#)

9:25 a.m. **Fiscal Assistant, Ken Blake**

Budget Update

Wayne County Information Technology Monthly Report
Prepared by Matt Ury
April 6, 2021

Activity:

- DSS - new phone system rollout continued.
- 493 support tickets were entered in March.
- 10 computers were installed.
- CC moved to a new location.
- Body camera and Taser network configuration was completed.
- Tax collection options were evaluated.
- Worked with Tyler tech, JP Morgan Chase and the Treasures office on check printing redesign.
- Continuity of operations planning is being evaluated.
- Assisted DSS with new background check requirements.
- Charts and reports were created in the WCBN EMR system.
- Additional security was added to the Board of Elections systems.

Current projects:

- Create countywide training curriculum for the Munis financial system.
- Expansion of security platform.
- Document imaging- shared services project.
- Phone system upgrade.
- Sheriff/E911 Shift Scheduling roll out PossWeb as primary software to Supervisors.
- County Clerk – convert Records Management database to Laserfische.
- Multifactor authentication for financial and medical departments.
- Board of Elections security enhancements.
- Redesign and move of the website.

RESOLUTION TRANSMITTAL

Committee No. 1

Date: 4/13/2021

Committee Chair: Kim Leonard

Department Head: Matt Ury

AUTHORIZATION TO SIGN AGREEMENT WITH SYRACUSE TIME AND ALARM FOR MAINTENANCE RENEWAL OF THE NURSING HOME RESIDENT WANDERING SYSTEM

WHEREAS, the Wayne County Nursing home has a resident wandering system to protect the safety of residents; and

WHEREAS, the annual cost of maintenance for the contract period beginning 7/1/2021 and ending 6/30/2022 is \$4950; and

WHEREAS, all materials, labor and software updates will be provided under this agreement; and be it further

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is hereby authorized to sign an agreement with Syracuse Time And Alarm , on behalf of the County of Wayne, subject to approval by the County Attorney.

Budgeted: yes no Proposed Cost: \$ 4950 Reimbursed Amount _____ County cost \$4950

Departmental transfer \$ _____ from Account No. _____ to Account No. _____

County Administrator's Review & Approval: yes no by: _____

County Attorney Review & Approval: yes no by: _____

Human Resources Office Review & Approval: yes no by: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

RESOLUTION TRANSMITTAL

Committee No. 1

Date: 4/13/2021

Committee Chair: Kim Leonard
Department Head: Matt Ury

RENEW AGREEMENT WITH VISUAL COMPUTER SOLUTIONS, INC. FOR MAINTENANCE OF THE SHIFT SCHEDULING AND TIME SHEET SOFTWARE PROGRAM FOR THE OFFICE OF THE SHERIFF AND 911

WHEREAS, the Office of the Sheriff and the 911 departments use POSSWeb/COSS/Scheduling software for shift scheduling and time sheet creation; and

WHEREAS, support and software updates are essential to the ongoing function of the system; and

WHEREAS, the annual cost of software support and updates for the period of June 1, 2021 to May 31, 2022 is \$6,832.20; now, therefore, be it

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is hereby authorized to sign an agreement with Visual Computer Solutions, Inc., on behalf of the County of Wayne, subject to approval by the County Attorney as to form and content.

Budgeted: yes x__ no __ Proposed Cost: \$ 6,832.20 Reimbursed Amount _____ County cost \$6,832.20

County Administrator's Review \$ Approval: yes __ no __ by: _____

Human Resources Office Review & Approval: yes __ no __ by: _____

County Attorney Review & Approval: yes __ no __ by: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Audit Department Report

Finance Committee

April 13th, 2021

Invoices Audited; 1,596

Invoices Approved; 1,595

Invoices Denied; 1 invoice was denied payment, the invoice was being paid in advance which is prohibited per the purchasing policy

Invoices Altered prior to Approval; 10 invoice amounts were altered prior to approval and payment for the following reasons;

Vendor invoiced in excess of contracted amounts

Sales tax was included on an invoice

Incorrect mileage rate was used on an assigned counsel vouchers

Audits/Projects being worked on;

The EMO Purchasing Audit was completed and the draft report is currently being reviewed by the Purchasing Agent prior to being sent to the EMO Department Head for his response. This audit will be presented to the Finance Committee in May.

The field work was completed for the STOP DWI program audit. The audit report is currently being drafted. The draft report will be submitted to the Sheriff for his response, and this audit will also be presented at May's Finance Committee meeting.

I attended the quarterly compliance meeting and described the risk assessment recommendations that arose from the 2020 Departmental Risk Assessment for the committee to implement.

Met with the County's Staples representative and the Purchasing Agent to discuss contracting with their organization to provide print and copy services for all County departments. The contract with our current print vendor terminates at the end of April.

Met with the Insurance Committee to discuss potential modifications to the resolution that authorized the minimum insurance requirements to be held by vendors. I am working with the Purchasing Agent to update the purchasing policy to coordinate with any changes to the required insurance.

The Audit Office completed all required Moodle trainings. The internal audit clerk has begun an audit of the County's vendor files.

Next on the Agenda;

Audit reports of both the EMO purchasing audit and the STOP DWI program audit will be finalized and submitted to the Department Heads for their response.

The Audit Office will begin the Business Associate audit in late April/early May. An audit engagement letter has been sent to Ed Hunt, the Compliance Officer.

The purchasing policy will be reviewed and updated to conform with any approved changes to resolution 584-15 that sets the minimum insurance requirements for contractual agreements.

RESOLUTION TRANSMITTAL

Committee No. 1

Date: April 13, 2021

Committee Chair: Supervisor Leonard
Department Head: Kristen Scott

AUTHORIZATION TO SIGN AGREEMENT WITH STAPLES FOR THEIR PRINT & COPY PROGRAM THROUGH SOURCEWELL COOPERATIVE FOR ALL WAYNE COUNTY DEPARTMENTS

WHEREAS, the current print services contract with Proforma MP Solutions, formerly Geneva Printing Co. Inc., will terminate on April 30th, 2021; and

WHEREAS, this service must be competitively procured in accordance with the Wayne County Purchasing Policy because the County as a whole spends in excess of twenty thousand dollars annually; and

WHEREAS, it was determined that it would be inefficient to bid this service due to the volume of various print products requested by departments across Wayne County; and

WHEREAS, Sourcewell is a cooperative purchasing organization that offers a print and copy program through the vendor Staples to all participating members; and

WHEREAS, Staples has provided pricing for the print items most commonly purchased by County departments and provided a web-based ordering platform to place orders for the print items; now, therefore, be it,

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is hereby authorized and directed to sign the proposal and agreement with Staples, on behalf of Wayne County, for the purchase of print and copy services through Sourcewell contract #012320-SCC for a period not to exceed three years in accordance with negotiated contract pricing, subject to review by the County Attorney.

Budgeted: yes ___ no ___ Proposed Cost: ___ 0 ___ Reimbursed Amount _____ County cost ___ 0 ___

Departmental transfer \$ _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes ___ no ___ N/A ___ Signature: _____

County Attorney Review: yes ___ no ___ N/A ___ Signature: _____

Standing Committee: Ayes ___ Nays ___ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:

Committee: ___ Ayes ___ Nays ___ Date: _____ Signature: _____

Committee: ___ Ayes ___ Nays ___ Date: _____ Signature: _____

Real Property Tax Services
Activity Report
March 2021

The Real Property Tax Service Agency maintains and updates tax maps for Wayne County, advises assessors on the preparation and maintenance of assessment rolls, investigates applications for correction of assessment errors and refunds, apportions the county levy among the assessing jurisdictions, calculates tax rates on behalf of the towns, special benefit districts, and various special or delinquent charges and prepares the applicable tax warrant, processes title changes, serves as a member of the Wayne County Agricultural Development Board and provides annual training, administrative support, cooperation and assistance to acting Board of Assessment Review in Wayne County. RPTS works closely with local school business officials as well as village officials in addition to the town officials.

- Attended the WCAA monthly meeting
- Mailed information to the assessors explaining the procedure for running inventory cross edits prior to tentative roll.
- Exemption Impact notices for school purposes were prepared and mailed to the appropriate school districts to assist in their budget preparation.
- Equalized the Special Franchise values in preparation for Tentative Roll
- Checklists were e-mailed to all assessors; outlining procedures that need to be completed prior to tentative roll backup
- Tax Map Technicians have completed the tax map print run and prepared digital tax maps for the entire county to be distributed. All paper copies of the tax maps are available for the assessors to pick up at our office. A updated paper map is also available at our office.
- Drawing clean was completed and topology was created for all municipalities
- Parcel shape file extraction is underway
- Processed 233 transfers of real property
- Mailing labels were processed for the Ontario FD
- Several custom reports were provided to 3rd party vendors
- Several employees completed the annual mandatory trainings
- Completed shape file requests
- Assisted in researching ownership for a project along Crescent Beach and Charles Point in the Town of Huron and Sodus

Respectfully submitted

Karen Ambroz, CCD

RESOLUTION TRANSMITTAL

Committee No. 1

Date: April 13, 2021

Committee Chair: Supervisor Leonard
Department Head: Karen Ambroz

AUTHORIZING PUBLIC AUCTION SALE OF REAL PROPERTY ACQUIRED BY THE COUNTY FOR DELINQUENT TAXES

WHEREAS, pursuant to the provisions of Article Eleven (11) of the Real Property Tax Law of the State of New York pertaining to the enforcement of the collection of delinquent taxes, the County of Wayne may acquire title to the real property as shown on Appendix A (attached hereto and incorporated herein by reference) and is entitled to acquire title by Court Order to the properties from 2018 listed on Appendix A; and

WHEREAS, pursuant to the provisions of Article Eleven (11) of the Real Property Tax Law, real property acquired by tax deed or Court Order may be disposed of by the County at such times and upon such terms as shall be determined by the Board of Supervisors; now, therefore, be it

RESOLVED, in accordance with Article Eleven (11) of the Real Property Tax Law;

FIRST: The enforcing officer (Treasurer) is hereby authorized and directed to take appropriate action regarding removal of property from the auction list after the filing of the Summary Judgment of the Petition of Foreclosure and up to the time of the auction.

SECOND: The Director of Real Property Tax Services is hereby authorized, empowered and directed to conduct a public auction sale of the properties listed on Appendix A at the Lyons High School Auditorium, 10 Clyde Rd., Lyons, New York, on June 10, 2020, commencing at 6:00 p.m.

THIRD: The Director of Real Property Tax Services is hereby authorized and directed to advertise the auction in such manner as she deems suitable for obtaining the greatest public participation in the sale and to charge the advertising cost to Account No. A1364.54000 (Expenses on Property Acquired for – Advertising).

FOURTH: Each parcel of property shall be offered and sold at the public auction sale subject to the following terms and conditions of sale:

COUNTY OF WAYNE REAL PROPERTY AUCTION SALE ON-LINE FORMAT AUGUST 11, 2021 PREVIEW OF ALL PROPERTIES ON-LINE JULY 7, 2021 – AUGUST 10, 2021

TERMS AND CONDITIONS OF SALE

1. The property offered for sale has been acquired by the County of Wayne (hereinafter referred to as the "**County**") by Court Order pursuant to the provisions of Title 3, Article 11 of the Real Property Tax Law of the State of New York.
2. All potential Bidders/Buyers must BECOME A MEMBER WITH COLLAR CITY AUCTIONS @ WWW.COLLARCITYAUCTIONSONLINE.COM.
3. All Bidders/Buyers must register for this auction and hold a bid number.
4. Former owners will not be allowed to bid on their properties. No third parties shall be allowed to bid on behalf of a former owner.
5. By acknowledging and executing these Terms & Conditions, the purchaser certifies that he/she is not representing the former owner(s) of the property against whom the County Foreclosed tax liens and has no intent to defraud the County of the unpaid taxes, assessment, penalties, and charges which have been levied against the property. The purchaser agrees that neither he/she nor his/her assigns shall convey, transfer, or assign the property to the former owner(s) against whom the County foreclosed within 24 months subsequent to the auction date. If such conveyance occurs, the purchaser understands that he/she will be found to have committed fraud, and/or intent to defraud, and will be liable for any deficiency between the purchase price at

auction and such sums as were owed to the County for unpaid taxes prior to the tax lien foreclosure on the property and consents to immediate judgment by the County for said amounts in addition to reasonable attorneys fees and expenses.

6. **NO PERSON OR ORGANIZATION CAN BID ON PROPERTIES AT THE AUCTION IF THEY, OR A CORPORATION OR COMPANY THEY ARE AFFILIATED WITH, OWE PROPERTY TAXES (CURRENT YEAR OR PRIOR YEAR) TO THE COUNTY. ALL SUCH TAX LIABILITIES MUST BE PAID PRIOR TO THE AUCTION IN ORDER TO BID AT THE AUCTION. Previously defaulting parties (i.e. parties who have a property tax installment contract or have failed to pay taxes for prior tax years) are not allowed to bid until 18 months after the default is cured.)** Failure to comply with this provision will be grounds for default and forfeiture of any deposits paid without exceptions.
7. In accordance with the requirements and prohibitions set forth in Article 18 of the General Municipal Law, sitting members of the Wayne County Board of Supervisors are precluded from bidding on any parcels included in the auction. Members of Town Boards for each Town in the County of Wayne are precluded from bidding on any parcels located in their respective Towns.
8. The auctioneer's decision regarding any disputes is final, and the auctioneer reserves the right to reject any bid that is not an appreciable advancement over the preceding bid.
9. The property will be conveyed by the County to the purchaser by quit-claim deed, containing a description of the property as it appeared on the tax roll for the year upon which the County acquired title or as corrected up to date of deed. The deed will be recorded by the County upon payment in full of the purchase price and all closing fees/costs. **POSSESSION OF PROPERTY IS FORBIDDEN UNTIL THE DEED IS RECORDED WITH THE WAYNE COUNTY CLERK CONVEYING TITLE TO THE PURCHASER. TITLE VESTS AT THE RECORDING OF THE DEED.** It is agreed between the County and the purchaser that delivery and acceptance of the deed occurs upon recording of the deed, which shall constitute the transfer of legal title of the premises to the buyer.
10. Deeds shall convey title only to the person identified as the successful bidder whose bid has been accepted by the Board of Supervisors, along with the successful bidder's spouse, if so desired. No deed shall be executed to convey title in the name of anyone other than the successful bidder, and bidder's spouse, if so desired.
11. The County will not furnish an abstract of title or an instrument survey map.
12. **The County does not make any representations or warranties, expressed or implied,** (a) concerning the quality or the condition of the title to the property, or the validity or marketability of such title; the ownership of any improvements on the property; the condition of the property and any improvements thereon or its fitness for any use; or the accuracy of the property description on the tax roll or in the notice of sale or any other advertisement of sale furnished by the County; or (b) that the property or any improvements thereon presently comply with building or zoning codes, or with any state or local laws or regulations. Any information concerning the property furnished by the County or any of its officers, employees, or agents shall not be deemed to include any such representations or warranties. Any promotional tools such as photographic slides, tax maps, written or verbal descriptions, etc. are for informational purposes only.
13. Any successful bidder, who fails to tender the deposit as outlined, will be forbidden to participate in this or any other auction for a time period of 18 months. Any parcels where the deposit was not received at the close of the will be considered defaulted. If a purchaser fails to close on the parcel(s) that he/she bids on at the auction, he/she will be prohibited from participating at future auctions held for the County of Wayne for a time period of 18 months.
14. The purchaser shall accept the property and any improvements thereon in "as is" condition with the understanding that the County makes no representation as to ownership or responsibility for any personal property located on the real property. The disposition of any personal property located on any parcel sold at auction shall be the sole responsibility of the successful purchaser following the closing of sale.
15. Evictions, if necessary, are solely the responsibility of the successful bidder after closing and recording of the deed.

16. The sale of the property is made **subject to** (a) Village, Town, SCHOOL, New York State and Federal claims for taxes, liens or other encumbrances, and (b) all easements or rights-of-way which were in existence at the time of the levy of the tax the non-payment of which resulted in the tax deed to the County.
17. The County will convey the property free and clear of **County** tax liens accrued on or before January 1, 2021.
18. **The purchaser will pay all of the following taxes and charges, including all interest and penalties if applicable:**
 - **2021 Village Tax; current water, sewer, other special district charges, demolition charges, and any service charges levied and/or relieved against property by a Municipality - INCLUDING ANY APPLICABLE INTEREST AND PENALTIES**
 - **Federal and/or State taxes, liens and encumbrances of record**
 - **2021-2022 School Tax**
 - **2021 Town Tax & County Tax which may include re-levied village and/or school taxes**
 - **In order to avoid future delinquent charges, the new owner should immediately advise all tax collectors of the new ownership, and the address where future tax bills are to be mailed.**
19. All bids are subject to and contingent upon approval and acceptance by the Wayne County Board of Supervisors. The County reserves the right to sell to the second highest bidder if Purchaser defaults.
20. The Board of Supervisors reserves the right to accept or reject any or all bids, or to withdraw any parcel from the sale at any time prior to delivery of the deed to the purchaser.
21. In the event that a sale is cancelled by Court Order or judgment or by the Wayne County Board of Supervisors, the successful bidder shall be entitled only to a refund of the purchase money. Purchaser shall not be entitled to special or consequential damages, attorney fees, reimbursement for any expenses incurred as a result of ownership or improvements of the property, nor for taxes paid during the period of ownership.
22. The purchaser shall be required to execute, AT YOUR SCHEDULED APPOINTMENT, the Contract of Sale Package and the required down payment of 10% (Ten Percent) PLUS the Buyer's Premium; which is an add-on in addition to the bid price.
23. If a bid price is \$1,000 or less, plus buyer's premium and all other required fees/costs, shall be the total purchase price and shall be paid in full at time of contract completion.
24. ALL MONIES MUST BE MADE IN CASH, MASTER CARD, VISA, DISCOVER, DEBIT CARD (NO AMEX) OR OFFICIAL GUARANTEED FUNDS. NO PERSONAL CHECKS WILL BE ACCEPTED.
25. All sales shall be final, absolute and without recourse, and in no event shall the County be or become liable for any defects in title for any cause whatsoever, and no claim, demand or suit of any nature shall exist in favor of the purchaser, its heirs, successors or assigns, against the County arising from this sale.
26. Notice is hereby given that the premises being sold may lie within an Agricultural District as designated upon the tax map. It is the sole responsibility of any bidder to ascertain which specific parcel(s) is so designated and thereby sold subject to the provisions of law applicable thereto.
27. All bids are subject to acceptance by the Wayne County Board of Supervisors. **The purchaser's bid will be submitted to the Board of Supervisors on AUGUST 17, 2021. IT SHALL BE THE PURCHASER'S RESPONSIBILITY TO CONTACT THE COUNTY REAL PROPERTY TAX SERVICE AGENCY (315-946-5916) ON OR AFTER AUGUST 17, 2021 TO DETERMINE WHETHER THE BID WAS ACCEPTED OR REJECTED BY THE BOARD OF SUPERVISORS.**
28. **The purchaser must pay the balance of the purchase price (paid in cash, certified check, bank check, money order, OR CREDIT CARD payable to the Wayne County Treasurer)**

together with the necessary recording taxes and fees (paid in cash or check payable to the Wayne County Clerk) to the Wayne County Treasurer's Office not later than **3PM on SEPTEMBER 16, 2021**. Upon receipt of such payments, the deed will be recorded in the County Clerk's Office and mailed to the purchaser upon completion of the recording process. **The purchaser may not assign his/her right to complete the sale. ALL DEEDS SHALL BE EXECUTED SOLELY IN THE NAME OF THE BIDDER (AND SPOUSE, IF REQUESTED) AS REGISTERED AT THE AUCTION. IF THE PURCHASER FAILS TO MAKE SUCH PAYMENTS ON OR BEFORE SEPTEMBER 16, 2020, THE SALE SHALL BE DEEMED CANCELLED, THE COUNTY SHALL NOT BE OBLIGATED TO CONVEY THE PROPERTY TO THE PURCHASER AND THE PURCHASER'S DEPOSIT SHALL BE RETAINED BY THE COUNTY AS LIQUIDATED DAMAGES.**

29. **The purchaser shall execute a Memorandum of Purchase at the time and place of the auction sale agreeing to purchase the property subject to the terms and conditions of sale prescribed by the County.**

Budgeted: yes ___ no ___ Proposed Cost: _____ Reimbursed Amount _____ County cost _____

Departmental transfer \$ _____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes ___ no ___ N/A ___ Signature: _____

County Attorney Review: yes ___ no ___ N/A ___ Signature: _____

Standing Committee: Ayes _____ Nays _____ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____

Committee: _____ Ayes _____ Nays _____ Date: _____ Signature: _____



County of Wayne
Office of the County Treasurer

Post Office Box 8
 Lyons, New York 14489-0008

Patrick J. Schmitt, CFE

COUNTY TREASURER

315-946-7441

WWW.CO.WAYNE.NY.US

- During the month of March, initiated 13 new contracts with owners that have delinquent taxes to help them avoid tax foreclosure.
- Bonadio's 2020 audit work is ongoing, they did 2 full weeks on-site during March.
- Tax Foreclosure Update – Properties were posted at the end of March for various legal reasons, still on schedule to go to Court 5/1/21 at this time, when State stay is lifted.

- 2018 Tax Foreclosure:

<u>Date</u>	<u>Parcels Facing Foreclosure</u>
6/19/19	719
7/5/19	641
8/1/19	611
9/1/19	532
10/1/19	436
11/1/19	338
12/1/19	242
1/2/20	225
1/27/20	204
7/31/20	68
8/31/20	65
9/30/20	61
10/31/20	61
12/14/20	56
1/5/21	56
4/1/21	54

- 2019 Tax Foreclosure:

<u>Date</u>	<u>Parcels Facing Foreclosure</u>
8/5/20	581
9/30/20	445
11/2/20	334
1/5/21	193
2/2/21	174
3/1/21	165
4/1/21	140

	Internet Sales Tax Analysis			
		<u>% of change per Qtr</u>		<u>% of Change per Yr</u>
Wayne County Sales Tax	2019-20		2020-21	
Q1 (Mar-May)	\$1,927,115.00		\$17,693,998.00	818.16%
Q2 (Jun-Aug)	\$9,306,796.00	382.94%	\$19,267,580.00	107.03%
Q3 (Sept-Nov)	\$10,341,068.00	11.11%	\$19,850,452.00	91.96%
Q4 (Dec-Feb)	\$12,026,590.00	16.30%		
<i>Source: NYSAC, NYS Dept of Taxation and Finance, Office of Tax Policy Analysis</i>				

RESOLUTION TRANSMITTAL

Committee No. 1

Date: 4/13/21

Committee Chair: Supervisor Leonard
Department Head: Treasurer Schmitt

AUTHORIZATION TO ACCEPT TAX COLLECTION AND TAX FORECLOSURE SOFTWARE PROPOSAL FROM SYSTEMS EAST, INC. AND AMEND BUDGET

WHEREAS, Resolution 014-21 authorized the issuance of a Request for Proposal for a Tax Collection and Tax Foreclosure Software for County and Local Municipality use, and

WHEREAS, specifications of the Request for Proposals required respondents to provide an off the shelf system that is currently in use, and

WHEREAS, the following four responses and pricing were received

Table with 2 columns: Company, Base Cost. Rows include Systems East, Inc (\$212,420), ATC Taxes (\$140,000), Business Information Systems (\$248,000), and Tyler Technologies - MUNIS (\$ 27,120).

,and

WHEREAS, both Business Information Systems and Tyler Technologies both proposed building a customized system and not available for demonstration at this time, so they were deemed as non-conforming responses, and

WHEREAS, a review committee consisting of all County Treasurer office Staff, staff from the Real Property Tax office, staff from the County IT department, and three local tax collectors; had demonstrations of software for both the System East and ATC Taxes, and

WHEREAS, it has been determined that Systems East, Inc. Total Collection Solution is best suited to meet the County's tax collection and foreclosure needs, and

WHEREAS, Systems East is a web based solution and the base cost is all inclusive for bringing all tax collecting municipalities in the County onto this system, which mean tax collecting municipalities can use this system at no cost to the local municipality with all software and maintenance cost paid for by the County, and

WHEREAS, Systems East is agreeable to charging the in two installments with 50% due in 2021 and 50% due in 2022 to reduce the impact on the County budget, and

WHEREAS, Systems East owns and operates Xpress-pay an E-payment processor, and

WHEREAS, Xpress-pay is the only E-payment processor that is able to directly connect to Systems East software which provides significant increases in operational efficiencies, now therefore be it

RESOLVED, that the Board of Supervisors acknowledges and rescinds the proposals from Business Information Systems and Tyler Technologies, and be it further

RESOLVED, that pursuant to the recommendation of the review committee and the County Treasurer, the proposal from Systems East, Inc. for a base cost not to exceed \$212,420 payable in two 50% installments is accepted, and be it further

RESOLVED, that the County Treasurer and Chairman of the Board of Supervisors are authorized to sign agreements with Systems East for Total Collection Solution and Xpress-pay software subject to the County Attorney's approval as to form and content, and be it further

RESOLVED, that the County Treasurer is authorized to transfer \$106,210 from the Unappropriated General Fund Balance, and be it further

RESOLVED, that the County Treasurer is authorized to amend the 2021 budget as follows:

A13254 County Treasurer

(Appropriations)

\$106,210.00 to .54475 - Software

Budgeted: yes no_X_ Proposed Cost: \$212,240_ Reimbursed Amount \$0.00 _ County cost \$212,240_

Departmental transfer \$_____ from Account No. _____ to Account No. _____

County Administrator's Review: _____ Date: _____

Human Resources Office Review: yes ___ no ___ N/A ___ Signature: _____

County Attorney Review: yes ___ no ___ N/A ___ Signature: _____

Standing Committee: Ayes ___ Nays ___ Date: _____ Signature: _____

Signature/Date Rec'd: _____ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes ___ Nays ___ Date: _____ Signature: _____

Committee: _____ Ayes ___ Nays ___ Date: _____ Signature: _____