

FINANCE COMMITTEE

October 11, 2022

9:00 a.m.

Members: Leonard, Bender, Groat, Robusto, Van Laeken

9:00 a.m. **Approval of previous meeting minutes**

9:00 a.m. **Resolutions Referred to Committee**

9:05 a.m. **Coroner, Keith Benjamin**

Funeral Home invoice – exigent circumstance

9:10 a.m. **Real Property Tax, Karen Ambroz**

REPORT: [RPT 09 22 Monthly Report.doc](#)

TRANSMITTALS:

- Advertise for sealed bids for sale of County property [RPT10RES01 Sealed Bid.doc](#)
- Share defense costs for Real Property Tax Assessment Review Proceedings – Macedon [RPT10RES02CostShare Macedon PMSD - Copy.doc](#)
- Share defense costs for Real Property Tax Assessment Review Proceedings – Palmyra [RPT10RES03CostShare Palmyra PMSD.doc](#)
- Set date for public hearing on adopting revised schedule of income eligibility levels – 65 and older [RPT10RES04 Public Hearing 467.doc](#)
- Set date for public hearing on local to provide partial exemption – disabled applicants [RPT10RES05.doc](#)

9:20 a.m. **Information Technology, Matt Ury**

REPORT [IT Report October 2022.docx](#)

DISCUSSION: Training

9:30 a.m. **County Attorney, Dan Connors**

NO BUSINESS

9:30 a.m. **Auditor, Kristen Scott**

REPORT: [AUDIT SEPTEMBER 2022 MONTHLY REPORT.docx](#)

DISCUSSION:

Management Letter

9:50 a.m. **Purchasing, Kaleigh Flynn**

NO BUSINESS

9:50 a.m. **Fiscal Assistant, Brian Sams**

Budget update

TRANSMITTALS:

- Set Date for Public Hearing on the 2023 tentative budget [COTB 10 RES1 Set Date for Public Hearing on 2023 Tentative Budget rev1.docx](#)
- Accept DCJS funding [COTB10 RES1 Authorization to Accept DCJS Funding.docx](#)

10:00 a.m. **Treasurer, Patrick Schmitt**

REPORT: [TRE 9. September 2022.docx](#)

Monthly interest earnings

TRANSMITTALS:

- Hire temporary full time Second Deputy Treasurer [TRE10RES01.doc](#)

- Agreement with Drescher & Malecki for year-end accounting assistance [TRE10RES02.REV3.doc](#)
- Accept bids for sale of county property – Town of Macedon [TRE10RES03.doc](#)

10:10 a.m. [Land Bank, Mark Humbert](#)

Update

Real Property Tax Services
Activity Report
September 2022

Our mission is to fulfill the requirements of New York State Laws and Regulations and to provide services for assessors and local government officials to achieve and maintain equitable assessments throughout Wayne County

Our Agency is here to serve you, ready to answer your questions, and address your concerns. Technical and professional assistance is available to county departments, local governments, school districts, taxpayers and the public for all aspects of real property assessment and taxation.

Through the Director and staff, the Wayne County Real Property Tax Services Agency takes great pride in the services we provide to all of Wayne County. This agency maintains the data related to the generation and publication of town, county, village and school assessment rolls, tax rolls and tax bills. We also publish tax maps.

Meetings attended during September included Finance Committee, the Wayne County Assessors monthly meeting, the WCRLBC monthly meeting and the budgetary meeting with the Finance Committee.

September brings COE requests for erroneously omitted exemptions. There have been several corrections to school tax bills. Most have been clerical error where the assessor failed to key a revised value in the program.

I would like to thank the BOS for allowing me to attend the Assessor's annual conference on Assessment Administration. The continuing education learned at the conference is invaluable. Networking with others in the same field provides "hands on" experiences that we all deal with on a regular basis. It's always interesting to hear how others solve the same problems you have faced and what the final resolve was.

It seems to be fund raising time with many of the fire departments. There were several requests for mailing labels and/or mailing lists.

There were a total of 277 transfers of real property for the month of September. In addition, there were several splits/merges.

Information was supplied to Soil & Water, along with working with the assessors and other county departments.

Various requests from the public, other county departments, surveyors, assessors, assessor's staff, surveyors and attorneys were addressed throughout the month.

Thank you

Respectfully submitted

Karen Ambroz, CCD

RESOLUTION TRANSMITTAL

Committee No.1
Leonard

Date: October 11, 2022

Committee Chair: Supervisor

Department Head: Karen Ambroz

AUTHORIZATION TO ADVERTISE FOR SEALED BIDS FOR SALE OF COUNTY PROPERTY

WHEREAS, a property located in the Town of Butler, part of the 2022 Real Property Tax Auction, was sold to the highest bidder on July 1, 2022; and

WHEREAS, the highest bidder defaulted on the deposit and the entire purchase of the property; and

WHEREAS, the back-up bidder was contacted with no response; and

WHEREAS, the County wishes to sell this parcel by sealed bid; now, therefore be it

RESOLVED, that the Director of Real Property Tax be hereby authorized to advertise for sealed bids on the following property:

<u>SEQ#</u>	<u>TOWN</u>	<u>TAX ID#</u>	<u>LOCATON</u>
2000285	Butler	77114-00-632252	Slyburg Rd

And, be if further

RESOLVED, that all terms and conditions adopted by Board Resolution No. 234-22 for the conduct of the 2022 Real Property Tax Auction will apply to these sealed bids; and be it further

RESOLVED, that the advertising shall run two times in the Times of Wayne County; and be it further

RESOLVED, that the County reserves the right to reject any and all bids; and be if further

RESOLVED, that all bids and deposits must be submitted with a Wayne County Bid Form, that will be available at the Wayne County Attorney's office or on the Wayne County website, on October 19, 2022; and be it further

RESOLVED, that all bids, deposits and bid forms must be submitted to the Wayne County Attorney's office, 26 Church Street, Lyons, NY 14489, on or before November 4, 2022 at 2:00 p.m. All bids will be publicly opened and read aloud at time outlined.

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: _____

RESOLUTION TRANSMITTAL

Committee No. 1

Date: October 11, 2022

Committee Chair: Supervisor Leonard
Department Head: Karen Ambroz

AUTHORIZATION TO SHARE DEFENSE COSTS FOR REAL PROPERTY TAX ASSESSMENT REVIEW PROCEEDINGS (ARTICLE 7 LITIGATION)

WHEREAS, proceedings to review real property tax assessments are annually commenced against assessing units, namely the Towns of Wayne County; and

WHEREAS, County taxes are based upon assessments established by the assessing units; and

WHEREAS, the County tax levy is, therefore, affected by any court ordered or stipulated reduction in assessed valuation; and

WHEREAS, this Board approved Resolution No. 444-95, amended by Resolution No. 700-06, which was amended by Resolution No. 688-07 which was again amended by Resolution No. 307-10 and subsequently amended by Resolution 591-15 and again amended by 524-17 which defined standards and procedures for County participation in litigation involving challenges to real property assessments; and

WHEREAS, a request from the Town of Macedon has been received by the Real Property Tax Services Director and reviewed and recommended by the Director and the County Attorney; and

WHEREAS, the written request from the Town of Macedon does include statement of fact that the **Town of Macedon and the Pal-Mac Central School District** have resolved for their respective Board approval to share in the defense costs for Real Property Tax Assessment review Article 7 proceedings, now, therefore, be it

RESOLVED, that the County of Wayne will participate in providing financial assistance for litigation challenges of real property tax assessments per the provisions of Resolution No. 524-17 for the following Town and their respective petition:

<u>TOWN</u>	<u>Property Owner</u>	<u>Parcel ID#</u>	<u>Index #(s)</u>
Macedon	Speedway LLC	62111-08-953917 62111-08-953916	CV088695-2022
Macedon	Meadowview Realty LLC	62112-00-889736	CV088757-2022

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: _____

RESOLUTION TRANSMITTAL

Committee No. 1
Leonard
Ambroz

Date: October 11, 2022

Committee Chair: Supervisor
Department Head: Karen

AUTHORIZATION TO SHARE DEFENSE COSTS FOR REAL PROPERTY TAX ASSESSMENT REVIEW PROCEEDINGS (ARTICLE 7 LITIGATION)

WHEREAS, proceedings to review real property tax assessments are annually commenced against assessing units, namely the Towns of Wayne County; and

WHEREAS, County taxes are based upon assessments established by the assessing units; and

WHEREAS, the County tax levy is, therefore, affected by any court ordered or stipulated reduction in assessed valuation; and

WHEREAS, this Board approved Resolution No. 444-95, amended by Resolution No. 700-06, which was amended by Resolution No. 688-07 which was again amended by Resolution No. 307-10 and subsequently amended by Resolution 591-15 and again amended by 524-17 which defined standards and procedures for County participation in litigation involving challenges to real property assessments; and

WHEREAS, a request from the Town of Palmyra has been received by the Real Property Tax Services Director and reviewed and recommended by the Director and the County Attorney; and

WHEREAS, the written request from the Town of Macedon does include statement of fact that the **Town of Palmyra and the Pal-Mac Central School District** have resolved for their respective Board approval to share in the defense costs for Real Property Tax Assessment review Article 7 proceedings, now, therefore, be it

RESOLVED, that the County of Wayne will participate in providing financial assistance for litigation challenges of real property tax assessments per the provisions of Resolution No. 524-17 for the following Town and their respective petition:

TOWN	Property Owner	Parcel ID#	Index #(s)
Palmyra	Willow Landing Assoc, LP (within the Village)	64111-07-714772 64111-11-719749	CV088727-2022
Palmyra	Willow Landing Assoc, LP (outside of Village)	64112-19-638188 64112-19-619245	CV088727-2022

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: _____

RESOLUTION TRANSMITTAL

Committee No. 1

Date: October 11, 2022

Committee Chair: Supervisor Leonard
Department Head: Karen Ambroz

SETTING DATE FOR PUBLIC HEARING ON ADOPTING REVISED SCHEDULE OF INCOME ELIGIBILITY LEVELS FOR THE COUNTY REAL PROPERTY TAX EXEMPTION FOR PERSONS SIXTY-FIVE YEARS OF AGE OR OLDER

WHEREAS, Section 467 of the Real Property Tax Law affords persons sixty-five years of age or older a tax exemption based on income eligibility; and

WHEREAS, the County last amended the income eligibility sliding scale in 1997, Resolution 245-97; and

WHEREAS, the County is desirous in reviewing the income eligibility sliding scale; and

WHEREAS, the amended, recommended update to the income eligibility limits is as follows;

Annual Income Range	Exemption Percentage
\$15,100 or less	50% exemption
More than \$15,100, but less than \$16,200	45% exemption
\$16,201 or more, but less than \$17,300	40% exemption
\$17,301 or more, but less than \$18,400	35% exemption
\$18,401 or more, but less than \$19,500	30% exemption
\$19,501 or more, but less than \$20,500	25% exemption
\$20,501 or more, but less than \$21,500	20% exemption
\$21,501 or more, but less than \$22,500	15% exemption
\$22,501 or more, but less than \$23,500	10% exemption
\$23,501 or more, but less than \$24,500	5% exemption
\$24,501 or more	Not Eligible

Now, therefore be it

RESOLVED, that the Board of Supervisors hereby will conduct a hearing to amend Resolution 245-97 and the income eligibility sliding scale; and be it further

RESOLVED, that the hearing be set for November 15, 2022 at 9:05 A.M. in the Supervisors Chambers at 26 Church Street, Lyons, New York; and be it further

RESOLVED, that the Clerk of the Board is hereby authorized and directed to publish notice in the legal newspapers for the County for the first available publication.

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: _____

RESOLUTION TRANSMITTAL

Committee No. 1

Date: October 11, 2022

Committee Chair: Leonard
Department Head: Ambroz

SETTING DATE FOR PUBLIC HEARING ON A LOCAL LAW TO PROVIDE A PARTIAL EXEMPTION FROM COUNTY REAL PROPERTY TAXES TO QUALIFIED RESIDENT-APPLICANTS WHO ARE DISABLED IN CONFORMITY WITH SECTION 459-C OF THE NYS REAL PROPERTY TAX LAW AND REVISING ANNUAL INCOME LIMITS

RESOLVED, pursuant to Section 20 of the Municipal Home Rule Law that the Board of Supervisors shall hold a public hearing on Tuesday, November 15, 2022 at 9:05 a.m. in the Supervisors' Chambers in the Wayne County Courthouse, Lyons, New York, on the following proposed local law:

COUNTY OF WAYNE STATE OF NEW YORK

A local law amending Local aw No. 3-2007 to provide a partial exemption from county real property taxes to qualified resident-applicants who are disabled in conformity with Section 459-c of the NYS Real Property Tax Law and revising annual income limits

BE IT ENACTED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF WAYNE, as follows:

Section 1: Legislative Intent

The purpose of this local law is to provide partial relief from county real property taxes to qualified resident-applicants who are disabled. It is intended to accomplish this purpose in conformity with NYS Real Property Law Section 459-c, as amended.

Section 2: Legislative Authority

This local law is enacted pursuant to Section 459-c of the Real Property Tax Law.

Section 3: Partial Real Property Tax Exemption.

- a. Real property owned by one or more persons with disabilities, or real property owned by husband and wife, or both, or by siblings, at least one of whom has a disability or real property owned by one or more persons, some of whom qualify under this local law and Section 467 of the Real Property Tax Law and whose income, as hereafter defined, is limited by reason of such disability, shall be partially exempt from taxation to the extent provided in the following schedule:

Annual Income	Percentage Assessed Valuation Exempt From Taxation
\$15,000 or less	50 per centum
More than \$15,000, but less than \$16,200	45 per centum
\$16,201 or more, but less than \$17,300	40 per centum
\$17,301 or more, but less than \$18,400	35 per centum
\$18,401 or more, but less than \$19,500	30 per centum
\$19,501 or more, but less than \$20,500	25 per centum
\$20,501 or more, but	20 per centum

less than \$21,500	
\$21,501 or more, but less than \$22,500	15 per centum
\$22,501 or more, but less than \$23,500	10 per centum
\$23,501 or more, but less than \$24,500	5 per centum
\$24,501 or more	not eligible

- b. Any exemption provided herein shall be computed after all other partial exemptions allowed by law excluding the school tax relief (Star) exemption authorized by Section 425 of the Real Property Tax Law have been subtracted from the total amount assessed, provided, however, that no parcel may receive an exemption for the same municipal tax purpose pursuant to this local law and Section 467 of the Real Property Tax Law.

Section 4: Sibling Definition

For purpose of this local law "sibling" shall mean a brother or a sister, whether related through half-blood, whole-blood or adoption.

Section 5: Limitation of Exemption.

No exemption shall be granted:

- a. If the income of the owner or the combined income of the owners of the property for the income tax year immediately preceding the date of making application for exemption exceeds the sum of \$24,500.00 as may be provided by local law. Income tax year shall mean the twelve month period for which the owner or owners filed a federal personal income tax return, or if no such return is filed, the calendar year. Where title is vested in either the husband or the wife, their combined income may not exceed such sum, except where the husband or wife, or ex-husband or ex-wife is absent from the property due to divorce, legal separation or abandonment, then only the income of the spouse or ex-spouse residing on the property shall be considered and may not, exceed such sum. Such income shall include social security and retirement benefits, interest, dividends, total gain from the sale or exchange of a capital asset which may be offset by a loss from the sale or exchange of a capital asset in the same income tax year, net rental income, salary or earnings, and net income from self-employment, but shall not include a return of capital, gifts, inheritances or monies earned through employment in the federal foster grandparent program and any such income shall be offset by all medical and prescription drug expenses actually paid which were not reimbursed or paid for by insurance. In computing net rental income and net income from self-employment, no depreciation deduction shall be allowed for the exhaustion, wear and tear of real or personal property held for the production of income:
- b. unless the property is used exclusively for residential purposes, provided, however, that in the event any portion of such property is not so used exclusively for residential purposes, but is used for other purposes, such portion shall be subject to taxation and the remaining portion only shall be entitled to the exemption provided by this section:
- c. unless the real property is the legal residence of and is occupied in whole or in part by the disabled person; except where the disabled person is absent from the residence while receiving health related care as an inpatient of a residential health care facility, as defined in Section 2801(3) of the Public Health Law, provided that any income accruing to that person shall be considered income for purposes of this section only to the extent that it exceeds the amount paid by such person or spouse or sibling of such person for care in the facility.

Section 6: Application.

Application for such exemption must be made annually by the owner, or all of the owners of the property, on forms prescribed by the state board and shall be filed in such assessor's office on or before the appropriate taxable status date. Provided, however, proof of a permanent disability need be submitted only in the year exemption pursuant to this local law as first sought or the disability is first determined to be permanent.

Section 7: Continuation; Review.

At least sixty days prior to the appropriate taxable status date, the assessor shall mail to each person who was granted exemption pursuant to this section on the latest completed assessment roll an application form and a notice that such application must be filed on or before the taxable status date and be approved in order for the exemption to continue to be granted. Failure to mail such application form or the failure of such person to receive any of the same shall not prevent the levy, collection and enforcement of the payment of the taxes on property owned by such person.

Section 8: Effective Date.

This local law shall take effect upon filing with the Secretary of State.

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: _____

Wayne County Information Technology Monthly Report

Prepared by Matt Ury

October 3, 2022

Activity:

- 744 new support tickets were submitted in September.
- 10 computer installs were completed.
- The ARPA funded security projects continued.
- The ARPA funded server and storage project was started.
- The NH phone system was upgraded.

Current projects:

- Expansion of security platform.
- 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.
- Switch replacements 2024.
- Access point upgrade 2023.
- Server and storage upgrade 2023.

Audit Office's Report

Finance Committee

October 11th, 2022



Invoices Audited; 2,108

Invoices Approved and Paid; 2,102

Invoices Denied; 6 invoices were denied payment during the month of September for the following reasons; purchase orders and proper approvals required by the WC Purchasing Policy were not obtained prior to invoice submission (2), a travel request was not completed and approved as required by the WC Travel Policy (1), reimbursement of an employee's travel related expenses were not allowable per the WC Travel Policy (1), the invoice was a duplicate and paid previously (1), and the invoice does not include sufficient information for authorization (1).

Invoices Altered prior to Approval; a total of 25 invoices were altered prior to approval and payment for the following reasons;

- Invoiced prices were not aligned with contracted rates (10)
- User error; incorrect amount was entered by clerk (6)
- The total hours of service on an invoice was calculated inaccurately (2)
- Mileage was incorrectly totaled (3)
- Sales tax included on an invoice (1)
- Documentation was insufficient for portion of invoice (1)
- Documentation for travel reimbursement was insufficient (1)
- Credit from a previous invoice was calculated incorrectly (1)

Invoices Altered and Reentered in the Month; 3

Audits/Projects worked on in September;

The remaining items required for the external auditors to complete the County's financial statements and the County's external audit were provided to Bonadio. A copy of each of these documents was sent to each of the Board members. The recommendations addressed in management letter will be discussed shortly.

The field work for the property room/evidence room audit was began. The remaining field work will be completed in October.

I attended several of the committee's budget review meetings that were held in September.

Attended the quarterly Compliance Committee meeting.

Next on the Agenda;

A report for the business associated audit will be drafted in October. The report and the compliance plans from business associates will be sent to the Compliance Officer for his review and response.

A report for the Civil Office audit will be drafted and sent to the Sheriff's Office for review and response in October.

The field work for the property room audit will be completed in October.

RESOLUTION TRANSMITTAL

Committee No: 1

Date: October 11, 2022

**Committee Chair: Kim Leonard
Department Head: Rick House**

ESTABLISHING A DATE FOR PUBLIC HEARING ON THE 2023 WAYNE COUNTY TENTATIVE BUDGET

WHEREAS, the Tentative Budget for the County of Wayne for the fiscal year beginning January 1, 2023 will be presented to the Board of Supervisors by November 15, 2022; now, therefore be it

RESOLVED, pursuant to Section 359 of the County Law of the State of New York as follows:

SECTION 1. A public hearing on the tentative budget shall be held in the Supervisors' Chambers at the County Court House, 26 Church Street, Lyons, New York, on Tuesday, December 6, 2022 at 7:00 pm. Copies of the tentative budget on which the public hearing will be held, will be available in the Clerk of the Board of Supervisors' office after November 15, 2022 and may be inspected or procured therein by any interested person during business hours.

SECTION 2. At least five (5) days' notice of such hearing shall be given by the Clerk of the Board of Supervisors by posting such notice on the bulletin board in the County Court House and by publication of such notice in the official newspapers of the County.

SECTION 3. The notice of public hearing shall include a statement of maximum salary that may be fixed and payable during said fiscal year to the members of the Board of Supervisors and the Chairman, respectively.

Budgeted: Yes Proposed Cost: \$0 Reimbursed Amount \$0 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: _____

RESOLUTION TRANSMITTAL

Committee No: 1

Date: 10/11/2022

**Committee Chair: Kim Leonard
Department Head: Rick House**

AUTHORIZATION TO ACCEPT DCJS FUNDING FOR PRETRIAL SERVICES

WHEREAS, Wayne County received notice dated September 29, 2022 that the NYS Division of Criminal Justice Services (DCJS) has awarded the County \$154,286 in funding to offset costs associated with the provision of certified pretrial services as enacted in the NYS budget for the period April 1, 2022 – March 31, 2023; and

WHEREAS, pretrial services in Wayne County are provided through a contract with Wayne Pre-Trial Services, Inc.; and,

WHEREAS, this funding is not being issued through a grant contract, but instead will be disbursed in one single payment to the County by October 31, 2022; now, therefore be it

RESOLVED, that the Wayne County Board of Supervisors is hereby authorized to accept funding in the amount of \$154,286 from the NYS Division of Criminal Justice Services for the provision of certified pretrial services for the period April 1, 2022 – March 31, 2023.

Budgeted: No Proposed Cost: \$154,286 Reimbursed Amount \$154,286 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: _____



County of Wayne
Office of the County Treasurer
Post Office Box 8
Lyons, New York 14489-0008

Patrick J. Schmitt
COUNTY TREASURER

315-946-7441

WWW.CO.WAYNE.NY.US

- Tax Foreclosure for unpaid 2021 taxes work is starting. Title search work is completed. The last courtesy notice will go out in September and legal mailing will occur in November.
- 2023 Tax Foreclosure parcel count:

Date	Total Parcels
9/30/22	412

RESOLUTION TRANSMITTAL

Committee No.
Leonard

Date: 10/11/2022

Committee Chair: Supervisor

Department Head: Treasurer Schmitt

AUTHORIZATION TO HIRE TEMPORARY FULL-TIME SECOND DEPUTY TREASURER WITHIN THE COUNTY TREASURERS OFFICE

WHEREAS, the Wayne County Treasurers Office has the positions of Deputy Treasurer and Second Deputy Treasurer who can step in and run the office in the absence of the Treasurer and complete various other accounting and reporting requirements during the year; and

WHEREAS, Second Deputy Treasurer Katie Cahoon has notified that she intends to retire during 2023 once a new Second Deputy Treasurer is trained; and

WHEREAS, it is the desire of the County Treasurer to allow for 6 months of overlap training for the Second Deputy Treasurer position; and

WHEREAS, the position of Second Deputy Treasurer is approved within the Managerial/Confidential Employee group, pay-grade 6; and

WHEREAS, the County Treasurer has spoken with the County Administrator and this temporary position is included in 2023 proposed budget; now, therefore be it

RESOLVED, that the Wayne County Board of Supervisors authorize the creation of a Temporary Full-Time Second Deputy position effective January 1, 2023 and ending on June 30, 2023.

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: _____

RESOLUTION TRANSMITTAL

Committee No.
Leonard

Date: 10/11/2022

Committee Chair: Supervisor

Department Head: Treasurer Schmitt

AUTHORIZATION TO SIGN AGREEMENT WITH DRESCHER & MALECKI FOR YEAR-END ACCOUNTING ASSISTANCE

WHEREAS, the Wayne County Treasurer's Office is required to complete numerous reconciliations and adjustments at year-end to close the County Accounting records for each fiscal year; and

WHEREAS, for many years the County's external audit firm has provided feedback regarding a number of year-end adjustments that the audit firm proposes is not currently in line with industry standards; and

WHEREAS, the County Treasurer has been notified that a key staff member of the Treasurer's Office who assists with the process will be out on medical leave during the year end process; and

WHEREAS, the County Treasurer, with the assistance of the County Purchasing Department, solicited the following quotes from accounting firms that specialize in government accounting to assist the Treasurer's Office with completing the 2022 fiscal year-end close and developing procedures for future years

	Drescher & Malecki	ProNexus	Mengel, Metzger, Barr	
Partner	\$200/hr	\$350/hr	\$300/hr	
Sr. Manager	\$175/hr	\$175/hr	\$200/hr	
Manager	\$150/hr	\$140/hr		
Supervisory Staff	\$125/hr	\$110/hr	\$120/hr	
Staff	\$85/hr	\$85/hr		

; now therefore be it

RESOLVED, that the Chairman of the Board of Supervisors is authorized to sign a contract with Drescher & Malecki for fiscal year-end accounting services for the period of 11/1/22 thru 3/31/23, at a cost not to exceed \$19,000.00, subject to the County Attorney's approval as to form and content.

Budgeted: yes ___ no Proposed Cost: ___\$19,000___ Reimbursed Amount _____ County cost ___\$19,000___

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: _____

RESOLUTION TRANSMITTAL

Committee No.
Leonard

Date: 10/11/2022

Committee Chair: Supervisor

Department Head: Treasurer Schmitt

AUTHORIZATION TO ACCEPT BIDS FOR THE SALE OF COUNTY PROPERTY – TOWN OF MACEDON

WHEREAS, Resolution 449-22 authorized the County Treasurer to sell a property located along the Erie Canal in the Town of Macedon that was acquired via the tax foreclosure process and not sold at public auction; and

WHEREAS, the County Treasurer has duly advertised for bids on the property and bids were opened on Friday September 23rd, 2022 at 2pm and the following bid was received:

<u>Bidder</u>	<u>Total Bid</u>
Josh Davis	\$16,000.00

; now therefore be it

RESOLVED, that the Wayne County Board of Supervisors accepts the bid received; and be it further

RESOLVED, that the Chairman of the Board is authorized to sign all necessary transfer paperwork subject to the County Attorney's approval as to form and content.

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: _____