

MINUTES

FINANCE COMMITTEE

Tuesday, May 12, 2020 8:30 a.m.—via teleconference

Present: Supervisors Bender and Verkey, County Administrator Rick House, Fiscal Assistant Ken Blake, County Attorney Dan Connors, and Human Resource Director Christine Kalinski. Via Zoom: Supervisors: Groat, Robusto, Emmel, Miller, Chatfield, Johnson, Kolczynski, Leonard, Spickerman, Verno, Eygnor and Jacobs, Real Property Tax Director Karen Ambroz, Treasurer Patrick Schmitt and IT Director Matt Ury.

Minutes from the April 14th Committee meeting were approved as written.

The following transmittals were referred to the Finance Committee:

--Authorization to Release Request for Quotation for Radiological Contractor Services for Emergency Management. Approved 5-0.

--Authorization to Expend Funds and Amend the 2020 Budget for the 2019-20 Public Safety Answering Point Grant (PSAP). Approved 5-0.

--Authorization to Advertise For Bids for the Development of the Wayne County Public Safety Radio System. Approved 5-0.

--Authorization to Accept and Receive a NYS Division of Criminal Justice Services Grant for Livescan Units, Software and Related Equipment. Approved 5-0.

--Authorization to Accept the 2019 Stop School Violence Grant and Amend the 2020 Budget. Approved 5-0.

--Authorization to Extend Contract with Wayne County Action Program Inc. for the Operation of the Concession Stand at Sodus Point. Approved 5-0.

--Authorization to Amend Trane Service Agreement with the Wayne County Department of Public Works. Approved 5-0.

--Authorization to Sign Release to Allow Sodus Point REDI Project to be constructed on County Property. Approved 5-0.

--Authorization to Enter Agreement with the Towns of Marion, Ontario, Williamson, and Palmyra for Roadside Mowing. Approved 5-0.

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--Authorization to Declare Vehicles and Items Surplus in the Public Works Department. Approved 5-0.

--Authorization to Accept Low Bid for Vehicle and Equipment Lubricants in the Public Works Department. Approved 5-0.

--Authorization to Refund Hoffman Grant Funds. Approved 5-0.

--Authorization to Carry over the 2019 Remaining Balance for the Hoffman Foundation Grant and Amend the 2020 Budget. Approved 5-0.

--Authorization to Apply for Federal Communications Commission (FCC) COVID-19 Telehealth Program Grant for the Mental Health Department and Wayne Behavioral Health Network (WBHN). Approved 5-0.

--Authorization to Contract with Wayne-Finger Lakes BOCES for Transportation for the Early Intervention and the Pre-K Programs. Approved 5-0.

--Authorization to Amend Resolution No. 646-16: Authorization to Contract with New York State Department of Health for Early Intervention Administration Duties. Approved 5-0.

--Authorization to Expand to Additional Social Media Platforms for Wayne County Department of Aging and Youth. Approved 5-0.

--Authorization to Declare Desks/Tables Surplus at the Wayne County Department of Social Services. Approved 5-0.

--Authorize Contract with Victim Resource Center of the Finger Lakes, Inc. for Non-Residential Domestic Violence Services for the Wayne County Department of Social Services. Approved 5-0.

--Authorize Contract with Clifton Springs Hospital & Clinic for Drug/Alcohol Assessments for the Wayne County Department of Social Services. Approved 5-0.

--Authorize Amendment and Increase in the Current Contract with the Youth Advocacy Program to Provide Preventive Services for the Wayne County Department of Social Services. Approved 5-0.

The following transmittal was presented by Real Property Tax:

--Authorizing Public Auction Sale of Real Property Acquired by the County for Delinquent Taxes. This resolution was pulled from the March meeting due to the start of the Coronavirus pandemic.

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A 5th line has since been added to resolution: "Due to public health concerns from COVID-19 and governmental restrictions, the county has the right to cancel said auction without prior notification. Social distancing and additional restrictions may be necessary." The auction is set to take place on September 10th, 2020 at 6 pm at the Lyons High school. Mrs. Ambroz noted that she is unaware of the schools reopening plans and the date and location of the auction may need to be amended. Approved 5-0.

IT Department: Mr. Ury thanked his staff for their professionalism and quick response to the crisis.

The following transmittals were presented by County Administration:

--Adopting Mortgage Tax Report and Authorizing County Treasurer to Make Payment to Towns and Villages. Approved 5-0.

--Board of Supervisors of the County of Wayne Increasing Taxes on Sales and Uses of Tangible Personal Property and of Certain Services on Occupancy of Hotel rooms and on Amusement Charges Pursuant to Article 29 of the Tax Law of the State of New York. Approved 5-0.

--Authorization to Amend the Mental Health Department 2020 Budget for New York State Forensic Hospitalization Costs. Approved 5-0.

The following transmittals were presented by the Treasurer:

Mr. Schmitt will be attending the GFOA conference remotely. All costs associated with the original travel request will be refunded.

--Authorization to Execute Contract with Three+One Advisors for Liquidity Monitoring and Treasury Analysis Services. Approved 5-0.

--Acknowledging the County Treasurer's Banking RFP Selection. JP Morgan Chase has been selected to house six of the counties high volume bank accounts, including but not limited to payroll and accounts payable. Mr. Schmitt noted that Chase offered a better rate on funds and advanced technology options. The County will still maintain smaller accounts at Lyons National Bank. Approved 5-0.

PRESENTATION: COVID-19 Wayne County Budget Impacts, Patrick Schmitt & Ken Blake

Revenues:

Sales Tax – After reviewing historical sales tax data and projections from the New York State Association of Counties (NYSAC), we are projecting a \$5 million decrease in sales tax collections for calendar year 2020. \$3.9 million of sales tax revenue has been shared with school districts so far this year. Mr. Schmitt noted that the \$5.4 million is a cap, as sales tax revenue decreases the sharable amount with the schools will also decrease as a whole.

2019 Gross Sales Tax Collections	\$ 47,906,000
Projected COVID Loss	\$ (5,000,000)
2020 AIM Reduction	\$ (664,564)
2020 Distressed Hospital & Nursing Home Reduction	\$ (209,853)
2020 Shareable Sales Tax	\$ 42,031,583
Sales tax to Schools	\$ (5,400,000)
Sales tax to Towns & Villages	\$ (7,005,264)
Retained by County (2020 PROJECTION)	<u>\$ 29,626,319</u>
2020 Retained by County Budget	\$ 33,000,000
<i>Difference</i>	<i>\$ (3,373,681)</i>

State Aid – Wayne County agrees with NYSAC’s assessment and believes that Wayne County will see State Aid reductions of between \$5 million and \$12 million dependent on if the Governor cuts 20% or 50% of State Aid.

Gaming Revenue – After reviewing the data and contingent on Gaming Facilities being able to reopen, Wayne County will lose approximately \$250,000.00.

Expenses:

Payroll – Wayne County adopted two (2) Resolutions 209-20 and 213-20, which outlined additional compensation for employees working, while others were on administrative leave allowing for compliance with New York State Executive Orders. These two resolutions will cost the County from \$1.5 million to \$2.25 million.

Retirement – Following the Great Recession during budget years 2008 through 2013, Wayne County saw retirement rates increase approximately 200% over the five (5) year period. It is our thought, again we will see increasing retirement rates over the next five (5) years to make up for losses that the State Retirement Fund has suffered. The first year of this impact will be Wayne County budget year 2021. For perspective our most recent retirement invoice was for \$6.5 million.

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Fund Balance:

Wayne County has a projected unaudited General Fund Unassigned Fund Balance as of 12/31/19 of: \$56,711,235.

2020 Unassigned Fund Balance use: \$1,426,008 (includes May RES for Forensic Hospital of \$350,000)

May Estimated Available Unassigned Fund Balance as of May 2020: \$55,285,227

Reduction for impact of Pay Accrual Policy Resolutions 209-20 and 213-20 \$1.5 million to \$2.25 million.

Conclusion:

It is our belief at this time; Wayne County will see at least \$10 million dollars in lost revenue for the remainder of calendar year 2020 and increased operating costs in future years.

PRESENTATION: Continuance of Hiring Freeze, Rick House

Resolution 098-19, Adoption of Wayne County New Position and Existing Vacancy Review Policy for 2019, allowed the County Administrator to freeze vacated positions for 90 days. As of 5/12/20, 49 positions have not been filled for 2020. Fifty one vacancies in 2019 resulted in a savings of \$3.5 million to county operations. The shared account clerk position through the Sheriff's Office and Treasurer's Office was mentioned. Mr. Schmitt noted that the Sheriff maintains control of the Office's expense side, where the Treasurer controls revenues. Mr. House would like to see a 20% reduction in staff through the next five years by attrition. The County's current full time workforce stands at 848. Mr. House will be meeting with department heads to review strategies for cost savings.

The meeting adjourned at 9:20 a.m. The next meeting of the Finance Committee is scheduled for Tuesday, June 9th at 8:30 a.m.