



AGENDA
WAYS & MEANS COMMITTEE
Tuesday, June 15, 2021, 5:30PM
Live Link: <https://youtu.be/7Nrbecodnd0>

CALL TO ORDER: By Hon. Keith Batman, Chair

MEMBERS: Legislators Elane Daly, Ryan Foley, Christopher Petrus, Paul Pinckney, Ben Vitale, and Tucker Whitman

MINUTES TO APPROVE: May 18, 2021

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

- **Kelly Anderson (Real Property) –**
 - Village tax bills and rolls processed
 - Tentative Rolls and change notices processed
 - Exemption Impact Reports for all School Districts
 - BAR Training completed for all Towns
 - Board of Assessment Review hearings held in 4 assessment towns
 - BAR changes in all towns have been coming in to be processed before Final Roll
 - Updating 911 address assignment process
 - Large lot line adjustments for tax maps in Sterling
 - Additional work for the Environment Health Department’s Septic Locator
 - Assisting the Town of Aurelius with the River Road subdivision and pending sale of sub divided parcels; working through short and long range challenges
 - Terminated Assessment Services for Town of Owasco
 - Made an offer of employment to a candidate to fill department vacancy that was accepted

- **Jim Orman (Treasurer) –**
 - We are conducting our annual review of installment agreements for delinquent taxpayers. These are agreements with people with taxes in arrears. We have processed thousands of these agreements over the years. This has assisted greatly in keeping the number of foreclosures down during that time period.
 - There was a mis-communication between CCC and their retirees resulting in the retirees being enrolled into the Medicare Advantage plan for their health insurance. This resulted in conflicts over coverage. Cortney Haberlau did an amazing job sorting all of this and hopefully correcting the situation. She worked hand in hand with Excellus and CCC in processing through this. She is to be commended for her extra efforts.

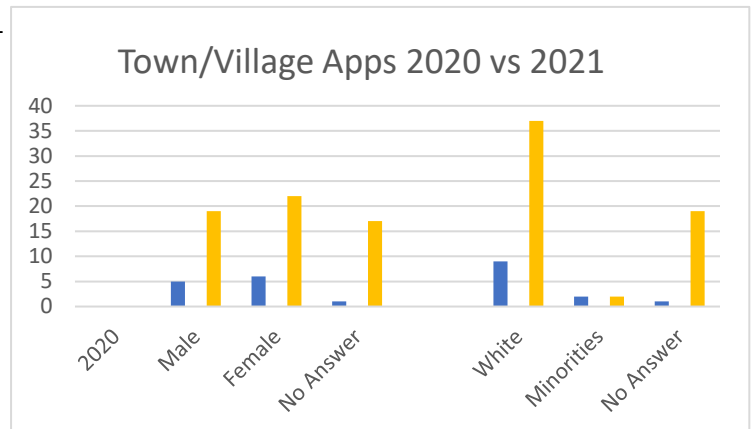
- **Lisa Lippoldt (Human Resources/Civil Service) –**

YEAR-TO-DATE COMBINED TRANSACTIONS:

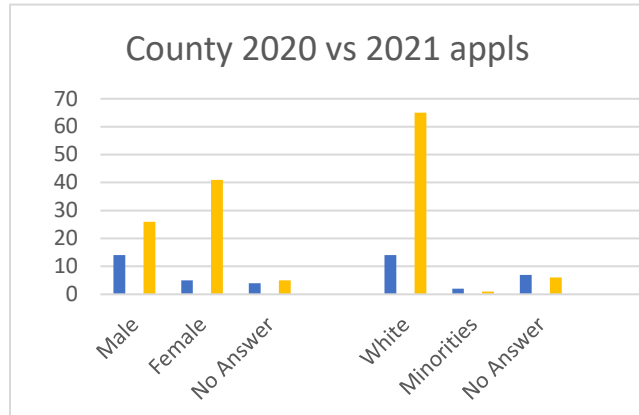
County departments: 508 Total Transactions 1,367
Schools, Towns, Villages, BOCES & Special Districts:

EOC Reports for 2020-2021

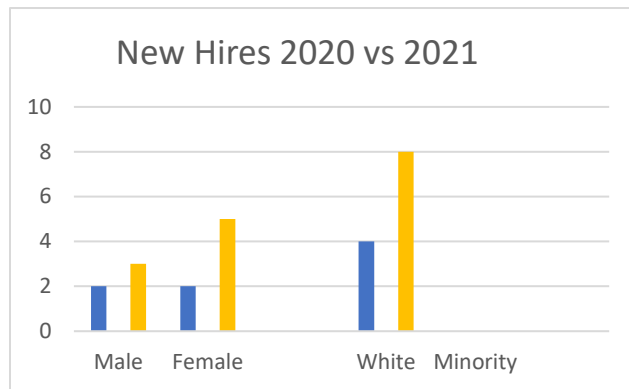
Towns/Villages Applications		Towns/Villages Applications 2021	
	2020	Male	19
Male	5	Female	22
Female	6	No Answer	17
No Answer	1		
		White	37
White	9	Minorities	2
Minorities	2	No Answer	19
No Answer	1		



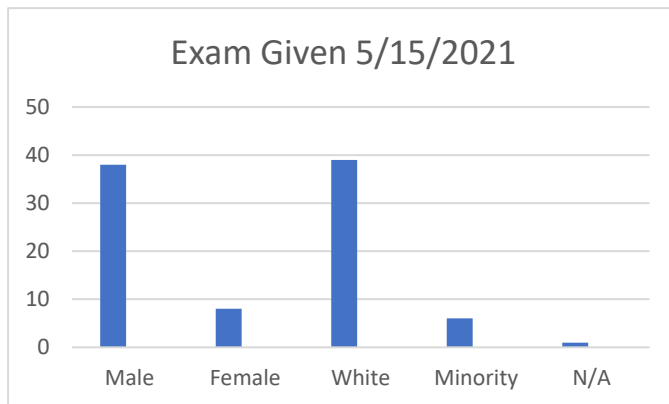
County Applications 2020		County Applications 2021	
Male	14	Male	26
Female	5	Female	41
No Answer	4	No Answer	5
White	14	White	65
Minorities	2	Minorities	1
No Answer	7	No Answer	6



New Hires 2020		New Hires 2021	
Male	2	Male	3
Female	2	Female	5
White	4	White	8
Minority	0	Minority	0



Exam Given 2021	Police Exam
Male	38
Female	8
White	39
Minority	6
N/A	1



- Continue CIO interview process to find final candidate
- Continue Comp planning data and processes with workgroup
- Training of Deputy staff member
- Working on several legal items with outside counsel
- Starting the changes necessary for legalized marijuana; procedural and looking at training
- Staff completing NYSAC Salary Survey

RESOLUTIONS:

WAYS & MEANS:

- 6-21-WM-1 Adopting Local Law No. ____ for the year 2021, "A Local Law establishing the Office of the Cayuga County Finance Director."
- 6-21-WM-2 Resolution authorizing the cancellation of penalty and partial interest of \$224.55 on tax map numbers 242.00-1-14.1 and 242.00-1-15 in the Town of Summerhill

HEALTH & HUMAN SERVICES:

- 6-21-HH-1 Authorization to accept additional funding from the NYS Office for Aging (NYSOFA) through the Corona Aid, Relief and Economic Security (CARES) Act
- 6-21-HH-2 Authorization to create and fill one (1) full-time Aging Services Specialist to provide additional services through CARES Act revenue
- 6-21-HH-3 Authorization to abolish a senior typist position and create and fill one (1) full-time Aging Services Assistant position in the Office for Aging
- 6-21-HH-4 Authorization to accept additional funding from the NYS Office for Aging (NYSOFA) for Expanding Access to COVID-19 Vaccines via the Aging Network (VAC5)
- 6-21-HH-5 Authorizing the Director of Community Services to fill 2 FT Caseworker Positions in the Child Welfare Services Units of the Department of Social Services.
- 6-21-HH-6 Authorizing the Director of Community Services to Fill a Principal Social Welfare Examiner Position in the Department of Social Services
- 6-21-HH-7 Authorizing the Director of Community Services to Fill a Sr. Account Clerk position in the Child Support Services Unit
- 6-21-HH-8 Amending the Mental Health 2021 Budget to adjust State Aid funding for Contract Agencies
- 6-21-HH-9 Authorizing the Chair of the Cayuga County Legislature and the Director of Community Services to accept a grant from the New York State Office of Mental Health
- 6-21-HH-10 Authorize the creation and filling of one (1) full-time staff Social Worker (CMH) position at the Community Mental Health Center of Cayuga County and unfunding one (1) full-time Health Home Care Manager

GOVERNMENT OPERATIONS:

- 6-21-GO-1 Amending Cayuga County Policy No. 065, Pre-Employment Drug Testing
- 6-21-GO-2 Adopting Local Law No. ____ for the year 2021, "A Local Law Establishing the Cayuga County Ethics Code and Board of Ethics for the County of Cayuga."

PLANNING:

- 6-21-PL-1 Authorizing filling of Full-Time Administrative Assistant within the Department of Planning and Economic Development due to a pending retirement.
- 6-21-PL-2 Adopting Local Law No. ____ for the Year 2021, A Local Law authorizing 12 and 13 years old licensed hunters to hunt deer with a firearm or crossbow during hunting season with the supervision of an adult licensed hunter pursuant to Environmental Conservation Law Section 11-0935

PUBLIC WORKS:

- 6-21-PW-1 Authorizing the restoration of the North Parapet Masonry at the Historic Post Office Building (2/3 Required)
- 6-21-PW-3 Authorizing contract with O'Connell Electric Co. to install electric cable and equipment to convert electric service for the PSB and related buildings to NYSEG
- 6-21-PW-2 Authorization for the Highway to purchase highway equipment

JUDICIAL & PUBLIC SAFETY:

- 6-21-JP-1 Authorizing the creation and filling of the position of Deputy Chief Assistant District Attorney
- 6-21-JP-2 Authorize the Cayuga County Sheriff to charge a rate of \$80.00 an hour for Deputy Sheriffs working pursuant to agreements entered into with municipalities, fire departments, school districts, organizations and other entities
- 6-21-JP-3 Authorize the Sheriff to fill five (5) vacant Sheriff Custody Officer Positions in the Custody Division of the Cayuga County Sheriff's Office
- 6-21-JP-4 Authorize the Sheriff to fill one (1) vacant Registered Professional Nurse position in the Custody Division of the Cayuga County Sheriff's Office

EXECUTIVE SESSION: re: Contracts

ADJOURNMENT: Tuesday, July 20, 2021

If you have a disability and need accommodations, please call the Clerk of the Legislature's Office at 253-1308 at least 48 hours before the scheduled meeting to advise what accommodations will be necessary.

ADOPTING LOCAL LAW NO. _____ FOR THE YEAR 2021, “A LOCAL LAW ESTABLISHING THE OFFICE OF THE CAYUGA COUNTY FINANCE DIRECTOR.”

BY: Hon. Keith Batman, Chair, Ways & Means Committee

WHEREAS, Local Law No. _____ for the year 2021 was presented to the Cayuga County Legislature on May 25, 2021; and

WHEREAS, pursuant to law and after proper notice being duly given, the County Legislature held a public hearing on said Local Law No. _____ for 2021 on June 22, 2021 at 6:00 P.M.; now, therefore be it

RESOLVED, that Local Law No. _____ of 2021, entitled “A LOCAL LAW ESTABLISHING THE OFFICE OF THE CAYUGA COUNTY FINANCE DIRECTOR.” as so designated, be and the same is hereby enacted, waiving any and all defects and informalities in the adoption thereof.

Ways & Means Committee

Keith Batman, Chair

Elane Daly

Ryan Foley

Chris Petrus

Paul Pinckney

Ben Vitale

Tucker Whitman

Co. Atty: _____

LOCAL LAW NO.: _____ OF 2021

**A LOCAL LAW ESTABLISHING THE OFFICE OF THE CAYUGA COUNTY
FINANCE DIRECTOR**

BE IT ENACTED by the County Legislature of Cayuga County, State of New York as follows:

SECTION 1: LEGISLATIVE FINDINGS AND INTENT:

Cayuga County is authorized by County Law § 400(4)(a) and the Municipal Home Rule Law § 10(1) to create and establish appointive positions, define their powers and duties, and fix their terms of office, so long as it is not inconsistent with the New York State Constitution or general law. Accordingly, the Cayuga County Legislature hereby finds as follows:

- A. § 550 of the New York State County Law sets forth the duties, obligations, and authority of the County Treasurer.
- B. The New York statutory framework for charge of public funds is becoming increasingly inadequate in the context of present-day complexities of municipal accounting and finance.
- C. The Legislature finds that it is in the public interest to establish the Office of the Cayuga County Director of Finance to oversee and direct the financial affairs of Cayuga County to the extent that the same does not impinge upon the statutory duties, obligations, and authority of the Cayuga County Treasurer.

SECTION 2: OFFICE OF THE DIRECTOR OF FINANCE

- A. There is hereby established the Office of the Cayuga County Director of Finance, who shall be responsible for the fiscal affairs of the County and will provide checks and balances on powers and duties retained by the Treasurer; financial analysis and support to the County Administrator and/or the County Legislature, in the planning, creating, implementing, and monitoring of the long-term financial programs, in consultation with the County Treasurer, for the purpose of formulating policy and establishing procedures with Department Heads and senior level staff.
- B. The Director of Finance shall be in the non-competitive class and appointed by the Legislature for a term of three (3) years. In the event that a vacancy occurs prior to the completion of a term of office, the appointment shall be for the remainder of such term.
- C. Qualifications for appointment shall be as set forth in § 3 of the N.Y. Public Officers Law, as well as those established by the Cayuga County Legislature, as the same may be amended from time to time.
- D. The Director of Finance shall have the authority to appoint such deputy directors, who shall serve without bond and at the pleasure of the Director of Finance, and such assistants and employees as may be authorized by the Legislature and shall have the power to remove the same.
- E. The compensation for the Director of Finance shall be set by the Cayuga County Legislature by resolution.
- F. The Director of Finance shall be subject to removal or sanction by the Cayuga County Legislature pursuant to N.Y. Civil Service Law § 75.

- G. All delegation of powers, duties and responsibilities to the Director of Finance shall be subject to Civil Service laws, rules and regulations and such other laws as may be applicable.
- H. Such powers, duties, and responsibilities, by way of illustration and not limitation, may include:
1. Responsible for the separate accounts for each County office and department and maintains the funds of the County as prescribed by law and in accordance with the directives of the Legislature.
 2. Responsible for maintaining the general ledger serving as a central record and control on a number of individual accounts.
 3. Prepares financial reports required by State laws and local rules detailing claims and expenditures.
 4. Prepares monthly financial reports of balances of the appropriation accounts for all departments.
 5. Supervises the maintenance of a large variety of accounts associated with a variety of tax receipts, tax sales, budgets, bails, trust accounts.
 6. Oversees payrolls of officers and employees paid from County funds, or delegates and authorizes an officer or employee of the department, to certify the correctness of payrolls in accordance with the provisions of Civil Service laws.
 7. Manages the recording and investment of cash.
 8. Administers and accounts for court and trust funds.
 9. Administers the County sales tax program, ensuring that all sales tax collected are remitted to and received by the County.
 10. Administers the County Debt Management Program and Policies including the assurance of bonds and notes as approved by the Legislature.
 11. Supervises the keeping of account ledgers by subordinates.
 12. Prepares complex financial and statistical reports.
 13. Supervises the reconciliation of bank balances periodically.
 14. Oversees audits the cash and fiscal records of all county departments and implements fiscal efficiencies in all of the County operations and enterprises.
 15. Oversees records of all bonded indebtedness and other loans and coordinates the sale of all bonds pursuant to the provisions of the Local Finance Law.
 16. Supervises the operations of department personnel and trains new personnel.
 17. Monitors and analyzes capital projects, including cash flow.
 18. Advises the County legislature and/or County Administrator with regard to capital project borrowings, timelines, length and amounts of borrowing and in-house utilization of cash and fund balance.

19. May provide any other related cash flow analysis and/or reports as needed by the County Administrator and/or County Legislature.
20. Coordinates with the Treasurer for the deposit and investment of county funds.
21. Provides fiscal support to Department Heads as needed.

SECTION 3: NO DIVESTITURE OF POWER.

- A. Nothing contained in this Local Law shall operate or be construed to divest the Legislature of Cayuga County of any of its functions, powers, or duties.
- B. Nothing contained in this Local Law shall operate or be construed to divest the Cayuga County Treasurer of any his/her functions, powers, or duties.

SECTION 4: REPEALER.

In the event of a conflict or inconsistency between this Local Law and any previous Local Law or Resolution of the Cayuga County Legislature, the terms of this Local Law shall govern.

SECTION 5: SAVINGS CLAUSE. It is the intent of the Legislature that in the event that any clause, sentence, paragraph, section or part of this Local Law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment, decree or order shall not affect, impair or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section or part thereof directly involved in the controversy in which such judgment, decree or order shall have been rendered and that the remainder of this Local Law shall not be affected thereby and shall remain in full force and effect.

SECTION 6: EFFECTIVE DATE. This Local Law shall take effect upon filing with the New York State Secretary of State.

RESOLUTION NO. _____

6/22/21

LEG cancel penalty & partial interest

Resolution authorizing the cancellation of penalty and partial interest of \$224.55 on tax map numbers 242.00-1-14.1 and 242.00-1-15 in the Town of Summerhill

By: Mark Strong, Legislator, District #9
Keith Batman, Chair, Ways and Means Committee

WHEREAS, New York State Real Property Tax Law Section 1182 permits the cancellation or reduction of interest, penalties and other charges if the governing body determines that it is in the best interests of the tax district and passes a resolution to authorize the enforcing officer to permit the cancellation in part or in whole of any interest, penalty or other charges; and

WHEREAS, extenuating circumstances have come to light regarding parcels in the Town of Summerhill, Tax Map Numbers 242.00-1-14.1 and 242.00-1-15, commonly known as 13476 State Route 90 and 13486 State Route 90; and

WHEREAS, the owners, Thomas Edwards and Carmen Perez, have requested to pay the amount that was due in March on the 2021 Town and County taxes, which would require penalty and partial interest be canceled; and

WHEREAS, the amount of penalty and interest requested be cancelled is \$224.55; now therefore be it

Tax Year	Tax Map #	Penalty	Partial Interest	Total
2021 DLQT	242.00-1-14.1	\$47.14	\$30.64	\$77.78
2021 DLQT	242.00-1-15	\$88.95	\$57.82	\$146.77
Total		\$136.09	\$88.46	\$224.55

RESOLVED, that the Cayuga County Legislature finds it to be in the best interests of the county to cancel penalty and interest in the amount of \$224.55 on Tax Map Number 242.00-1-14.1 and 242.00-1-15 in the Town of Summerhill; and be it further

RESOLVED, that the Cayuga County Legislature authorizes the Cayuga County Treasurer to refund payment, if applicable, of the aforementioned penalty and interest.

Ways & Means Committee

 Keith Batman, Chair

 Elane Daly

 Ryan Foley

 Chris Petrus

 Paul Pinckney

 Ben Vitale

 Tucker Whitman

Co Atty: _____