

AGENDA
MANAGEMENT & FINANCE COMMITTEE
TUESDAY, SEPTEMBER 24, 2019 AT 1:00 P.M.
(Legislative Chambers)

COMMITTEE MEMBERS: Barnes-Chair, Howell, Blowers, Rondinaro.
ALSO PRESENT: Timothy O’Hearn, County Administrator
STAFF ADVISOR/MINUTES: Stacy Husted, Clerk

- I. INFORMATION TECHNOLOGY – Chris Caccia
 - A. Presentation by Varonis.
 - B. Motion – Authorize one-year renewal with Greater Southern Tier (GST) BOCES for Information Technology Services in the amount of \$331,557.00, an increase of \$12,207 over last year’s price, for a term of July 1, 2019 through June 30, 2020.

- II. TREASURER – Holley Sokolowski
 - A. Sales Tax Report (see attached) /Room Tax Report to be handed out.
 - B. Update on financial system.

- III. REAL PROPERTY TAX AGENCY – Tom Bloodgood
 - A. Report of the corrections, refunds and credits processed.

- IV. PERSONNEL OFFICE - Lorry Johnson
 - A. Resolution – Authorize Management/Confidential Salary Increase for 2020 (see attached)

- V. LEGISLATURE – Stacy Husted
 - A. Resolution – Introduce Local Law Intro. A of the Year 2019 Setting Salaries for Certain Public Officers for the Year 2020 (see attached)
 - B. Resolution – Set Date for Public Hearing on County Budget for 2020 (see attached)

- VI. ELECTIONS – Carolyn Elkins & Joseph Fazzary
 - A. Resolution – Authorize lease agreements with multiple entities for polling places (see attached)

- VII. COUNTY CLERK/DMV – Theresa Philbin
 - A. Nothing submitted.

- VIII. COUNTY ATTORNEY – Steven J. Getman
 - A. Nothing submitted.

- IX. PURCHASING – Elizabeth Guild
 - A. No business.

- X. RECORDS MANAGEMENT – Peggy Tomassi
 - A. Nothing submitted.

- XI. COUNTY ADMINISTRATOR – Timothy O’Hearn
 - A. Presentation of the 2020 preliminary budget.



Schuyler County

Sales Tax History 2019

County Share of Sales Tax (80%)



Prepared: **09/16/19**
 By: **H. Sokolowski**

	Actual Payments from NYS for Sales Tax Revenues					2018 County Share	Budget #'s are previous year's actual % of year X Budgeted Tax Revenues	% TO BUDGET
	2015	2016	2017	2018	2019	2019	2019 BUDGET	
JANUARY	480,407.86	497,175.31	535,286.19	536,519.37	559,421.73	447,537.38		
TOTAL JANUARY	591,710.31	678,704.93	650,485.53	665,316.98	686,251.76	549,001.40	527,794.17	104.02%
FEBRUARY	396,895.76	416,595.49	452,938.14	495,795.89	486,350.68	389,080.54		
TOTAL FEBRUARY	497,656.36	519,829.61	542,295.19	596,252.01	584,737.56	467,790.04	473,005.12	98.90%
MARCH	304,931.37	315,742.01	646,199.01	709,647.37	713,638.73	570,910.98		
TOTAL MARCH	617,582.75	572,414.45	162,139.77	185,414.61	172,698.40	138,158.72	710,050.26	99.86%
TOTAL 1ST QTR	2,011,880.79	2,086,691.00	2,001,119.50	2,156,630.97	2,157,326.45	1,725,861.14	1,710,849.55	
APRIL	458,787.37	547,988.45	564,183.01	579,624.26	630,496.46	504,397.17		
TOTAL APRIL	623,663.90	673,961.69	669,215.78	728,691.64	783,154.45	626,523.56	578,069.12	108.38%
MAY	548,967.27	550,118.00	566,996.76	608,692.44	630,242.65	504,194.12		
TOTAL MAY	680,839.71	649,969.26	692,040.89	740,250.17	782,943.72	626,354.98	587,238.47	106.66%
JUNE	321,000.00	341,296.13	456,165.18	440,011.43	456,665.41	365,332.33		
TOTAL JUNE	435,403.46	427,620.83	456,356.50	504,684.54	520,065.23	416,052.18	1,021,171.04	129.03%
TOTAL 2ND QTR	360,345.94	333,649.75	286,361.21	342,552.87	340,869.23	781,384.51		
TOTAL YEAR TO DATE	2,421,253.01	2,426,497.66	2,560,139.56	2,756,190.65	2,883,698.04		2,186,478.63	
TOTAL YEAR TO DATE	4,433,133.80	4,513,188.66	4,561,259.06	4,912,821.62	5,041,024.49		3,897,328.19	
JULY	774,722.05	796,025.19	804,645.11	889,780.21	1,028,154.20	822,523.36		
TOTAL JULY	193,440.45	176,702.45	174,244.60	211,950.98	193,740.65	154,992.52	874,000.39	111.84%
AUGUST	968,162.50	972,727.64	978,889.71	1,101,731.19	1,221,894.85	977,515.88		
TOTAL AUGUST	770,077.62	755,788.10	772,289.87	857,602.73	937,326.39	749,861.11	819,555.87	111.71%
SEPTEMBER	200,068.11	193,081.69	194,171.95	175,497.79	207,032.65	165,626.12		
TOTAL SEPTEMBER	970,145.73	948,869.79	966,461.82	1,033,100.52	1,144,359.04	915,487.23	1,270,310.95	0.00%
OCTOBER	686,709.59	1,096,226.60	1,175,775.24	1,226,984.29	0.00	0.00		
TOTAL OCTOBER	812,780.39	311,630.99	368,417.04	374,320.71	0.00	0.00		
NOVEMBER	1,499,489.98	1,407,857.59	1,544,192.28	1,601,305.00	0.00	0.00	1,270,310.95	0.00%
DECEMBER	3,437,798.21	3,329,455.02	3,489,543.81	3,736,136.71	2,366,253.89	2,963,867.21		
TOTAL 3RD QTR	7,870,932.01	7,842,643.68	8,050,802.87	8,648,958.33	7,407,278.38	6,861,195.40		
TOTAL YEAR TO DATE	7,870,932.01	7,842,643.68	8,050,802.87	8,648,958.33	7,407,278.38	6,861,195.40		
OCTOBER	603,014.18	513,579.99	629,899.92	674,885.89	0.00	0.00		
TOTAL OCTOBER	119,942.20	122,817.26	128,276.86	143,766.90	0.00	0.00	649,435.06	0.00%
NOVEMBER	722,956.38	636,397.25	758,176.78	818,652.79	0.00	0.00		
TOTAL NOVEMBER	582,648.79	600,583.85	634,344.52	695,744.92	0.00	0.00	656,917.10	0.00%
DECEMBER	135,879.59	141,681.44	130,011.09	132,339.44	0.00	0.00		
TOTAL DECEMBER	718,528.38	742,265.29	764,355.61	828,084.36	0.00	0.00	912,452.45	0.00%
TOTAL 4TH QTR	318,000.00	506,682.38	532,123.67	485,801.44	0.00	0.00		
TOTAL YEAR TO DATE	293,156.00	311,086.69	316,996.80	327,922.13	0.00	0.00		
TOTAL YEAR TO DATE	339,213.23	283,667.64	282,249.36	336,478.80	0.00	0.00		
TOTAL YEAR TO DATE	950,369.23	1,101,436.71	1,131,369.83	1,150,202.37	0.00	0.00	912,452.45	0.00%
TOTAL 4TH QTR	2,391,853.99	2,480,099.25	2,653,902.22	2,796,939.52	0.00	2,218,804.60		
GRAND TOTAL	10,262,786.00	10,322,742.93	10,704,705.09	11,445,897.85	7,407,278.38	9,080,000.00		
BUDGET ESTIMATE	10,200,000.00	10,450,000.00	10,400,000.00	10,718,416.00	10,718,416.00			
% OF GRAND TOTAL	100.62%	98.78%	102.93%	106.79%	69.11%			County Sales Tax Comparison

RE: AUTHORIZE MANAGEMENT/CONFIDENTIAL SALARY INCREASE FOR 2020 –
HUMAN RESOURCES

WHEREAS, the Management/Confidential Handbook states that in order to determine raises for management each year, the Personnel Officer and County Administrator will make a recommendation to the Legislature based upon a review of the CPI, an average of the union increases for the upcoming year, and additional factors such as the average of increases for M/C staff in comparable counties. This adjustment shall be subject to approval by the Legislature, and

WHEREAS, the Personnel Officer and County Administrator are recommending a 3% raise for all non-elected management employees for the Year 2020.

NOW, THEREFORE, BE IT RESOLVED, that the Schuyler County Legislature hereby authorizes all non-elected management employees to receive a 3% salary increase for the year 2020.

RE: INTRODUCE LOCAL LAW INTRO. A OF THE YEAR 2019 SETTING SALARIES FOR CERTAIN PUBLIC OFFICERS FOR THE YEAR 2020

WHEREAS, County Law Section 201 states that any change in compensation of such officer during his/her term be made only by Local Law subject to the provisions of Section 24 of the Municipal Home Rule Law.

NOW, THEREFORE, BE IT RESOLVED, that Local Law Intro. A of the year 2019 be, and hereby is, introduced in the form hereto annexed pursuant to the Municipal Home Rule Law, and

BE IT FURTHER RESOLVED, that a public hearing shall be held upon said proposed Local Law on Tuesday, November 12, 2019 at 6:30 p.m., in Room 120 at the Human Service Complex, 323 Owego Street, Montour Falls, NY, 14865.

LOCAL LAW INTRO. A OF THE YEAR 2019

A Local Law Setting Salaries for Certain Public Officers for the Year 2020.

Be it enacted by the Legislature of the County of Schuyler as follows:

1. Effective within 45 days hereof, the following adjustments of salaries for the public officers listed below shall be in the amounts herein stated effective January 1, 2020.

2. The following public officers are subject to the provisions hereof:

Commissioner of Social Services	\$102,036	Personnel Officer	\$81,770
Real Property Tax Director	\$97,515	Highway Superintendent	\$96,704
Deputy Commissioner of Election	\$41,953	Deputy Commissioner of Elections	\$43,823
County Administrator	\$137,067		

3. This Local Law shall not take effect until at least 45 days after its adoption in accordance with County Law Section 201 and Municipal Home Rule Law Section 24.

RE: SET DATE FOR PUBLIC HEARING ON COUNTY BUDGET FOR 2020

WHEREAS, a public hearing in respect to the 2020 County Budget is required pursuant to County Law Section 359, and

WHEREAS, the Management & Finance Committee has turned over the Preliminary budget to the Legislature on October _____, 2019 making it a Tentative budget, and the Legislature will be ready for the public hearing to be held at the next Regular Meeting.

NOW, THEREFORE, BE IT RESOLVED, that a public hearing in regard to the 2020 County Budget will be held in Room 120 at the Human Service Complex, 323 Owego Street, Montour Falls, NY on November 12, 2019 at 6:30 p.m., to be followed by the Regular Meeting of the Legislature, and possible action to adopt the 2020 Budget, and

BE IT FURTHER RESOLVED, pursuant to County Law Section 152 that this resolution, changing the place of meeting where such legislature has regularly met to any other city, town or village in the county, shall not be effective unless approved by the affirmative vote of at least three-fourths of the total membership of the County Legislature, and

BE IT FURTHER RESOLVED, upon approval of this resolution, the Clerk of the Legislature shall give appropriate public notice of said hearing and provide a specific number of copies as the Governing Body shall direct of the tentative budget, and otherwise comply with the requirements of County Law Section 359.

RE: AUTHORIZE LEASE AGREEMENTS WITH MULTIPLE ENTITIES FOR POLLING PLACES –
BOARD OF ELECTIONS

WHEREAS, pursuant to New York State Elections Law Section 4-104, the Schuyler County Board of Elections designate the polling places in each election district in which the meetings for the registration of voters, and for any election may be held, and

WHEREAS, the Burdett Fire Department, Mecklenburg Fire Department, Searsburg Grange #494, Tyrone Fire Department, and the Valois Logan Hector Fire Department all require lease agreements for said polling places, and

WHEREAS, the cost for the lease is \$300 annually to be paid directly by each Town to each Landlord.

NOW, THEREFORE, BE IT RESOLVED, that the Chairman of the Schuyler County Legislature is hereby authorized to sign said lease agreements with the above entities listed above for the Board of Elections Department for the term of June 1, 2019 through December 31, 2024, all approved by the Schuyler County Attorney.