

**ULSTER COUNTY LEGISLATURE
COMMITTEE MEETING MINUTES**

NAME OF COMMITTEE: Administrative Services Committee

DATE: March 17, 2009

TIME: 5:00 P.M.

PLACE: UCOB, 6th Legislative Chambers

LEGISLATORS PRESENT: Chairman Jeanette Provenzano, Deputy Chairman Paul Hansut, Legislators Roy Hochberg, Alan Lomita, Phil Terpening, Laura Petit, Ken Ronk

LEGISLATORS ABSENT: All Present

OTHERS ATTENDING: Counsel to Legislature Dan Heppner, Chief of Staff Adele Reiter, Comptroller Elliot Auerbach, Auditor Andrew Slater, Comm. Of Finance Paul Hewitt, Deputy Comm. of Finance Burt Gulnick, Legislative Employee Nettie Tomshaw

The meeting was called to order by Chairman Provenzano at 5:00 PM.

A motion by Legislator Hansut was made to accept the February 17, 2009 Committee Meeting Minutes, seconded by Legislator Lomita, all were in favor, Carried.

Note, Chairman Provenzano will not be in attendance for April 7, 2009 Legislative Session ~ vacation.

1.) Review Draft Resolution on Cycle Bill:

- Resolution in Support of Re-assessment Cycle Bill and Full Value Measurements Standard.
- Draft copy submitted to committee members.
- Requested by the Assessors.
- All in agreement.

Chairman Provenzano gave directive to prepare formal Resolution for April's Session.

2.) Vendor Payment Efficiency Monitoring Summary Report: Committee discussion includes Andrew Slater, Elliot Auerbach.

- Summary Reports submitted to committee members.
- Clarification of paperwork flow, each department tracks and submits own paperwork.
- Decreases this time of year expected.
- Self Insurance moved this month to Mental Health Building. People on vacation-holiday. Setup new office, new procedures, new courier etc. thus behind.
- Total county operations up to 81%.
- Quantity of transactions similar to last year, however we are running ahead of last year in percentages of efficiencies.
- Report now available on line to save paper, printing, monies.
- Request to notify Legislatures when report is for view on line.

- Unsure if timely payments affect the county bond rating.
- We do take advantage of discounts for early payment terms when possible and also try to avoid late fees.
- Start date for measuring vendor payment is activated by the "*Trigger Date*". which is when goods, service and complete documentation is received by the county. Otherwise use invoice date if Trigger Date not available - however may not show a true picture.
- Goal is to have all payments made to vendors within 45 days, processing time 30 days ~ taking proactive approach.

3.) **Resolution No.77, March 11, 2009 Referred Back To Committee:**

Authorizing The Chairman of The Ulster County Legislature To Enter Into Agreement With The Village of Ellenville, Village of New Paltz And Village of Saugerties, Relating To The Collection Of Real Property Tax Liens.

Committee lengthy discussion includes D Heppner, A. Reiter, P. Hewitt, B. Gulnick, E. Auerbach.

- Can delinquent village taxes be collected by the county when the property owner is paying their county taxes.
- Leg. Council Dan Heppner, Esq. submitted a memorandum of his findings for committee review.
- Council's research found it would be within the law to collect village tax if the county chooses.
- County currently does not collect village taxes - only school and town.
- The current procedure in place is: prior to the county putting property up for auction, the owner has the opportunity to pay back taxes owed to the county. The county is not obligated to collect village taxes. Villages are concerned once the county taxes are paid, they lose leverage to collect their tax portion as the property is no longer up for auction.
- Chairman Provenzano summarized Council's findings that this committee can pass a resolution that would have the individual pay both county and village back tax at the same time.
- Chairman Provenzano clarified to the Committee, Legislator Sheeley did not request the county collect or pay village back taxes on Ellenville's behalf. The question / resolution posed is, can delinquent village taxes be collected by the county at the same time the property owner is paying their delinquent county taxes.
- Finance Department conveyed several thoughts and concerns such as, delinquent amounts, cash flow issues, staffing concerns, and cost impact. Leg. Lomita along with Chairman Provenzano requested that the Finance Department put their thoughts in writing for the Committee, Council, and Leg. Mary Sheeley's review. (See attachment presented for committee review Dated March 19, 2009)
- Leg. Lomita posed the question although it may be legal, is it a good thing to do based on the Treasurer's Office original concerns and that's why it was sent back to committee.
- Village of Ellenville has not been good stewards of collecting their taxes as far back as 1982. New Paltz and Saugerties are fine. Ellenville doesn't have the manpower to address back tax collection.
- Very lengthy 3 year process and time consuming, possibly Ellenville is not equipped like the other two villages. A. Reiter wants to reach out and work with Ellenville and suggested if they just do the paperwork we can sell the properties at auction and pay them any thing above the village tax amount possibly.
- Once the county owns the property we become liable for the tax.
- Chairman Provenzano stated tax collection being considered would be from this point forward - not previous uncollected taxes.
- County computer program would have to be created - updated to house village tax information.
- When the county *owns the property* the county does collect village taxes by calling the village and asking them the amount.

- Council and this Committee will discuss further with Leg. Sheeley and then consider drafting a resolution upon further discussion. A lot of possibilities, however more information and research needed.

Discussion:

- Chairman Provenzano was asked for an update on the IS move during the St. Patrick's Parade. The Chairman understands that currently there is no rush since we made it through the winter months where there was a section of roof that was a concern. The whole operation - department is being analyzed as to how they operate, so we want to make sure that wherever the Executive is putting into place - if any changes are being made that its done prior to moving.

Adjournment:

The meeting was respectfully adjourned at 6:42 PM with a motion offered by Legislator Lomita and seconded by Legislator Ronk, with all in favor, carried.

Respectfully Submitted,

**Jeanette Provenzano, Chairman
Administrative Services Committee**