

## Warren County Board of Supervisors

**Committee: County Clerk - Motor Vehicles**

**Date: July 2, 2008**

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<b>Committee Members Present:</b>	<b>Others Present:</b>
Supervisors Kenny	Pam Vogel, County Clerk
Belden	Jody Ross, Deputy County Clerk
Sheehan	Frederick Monroe, Chairman
Bentley	Joan Sady, Clerk, Board of Supervisors
	Trish Nenninger, Second Assistant County Attorney
<b>Committee Member Absent:</b>	Kevin Geraghty, Budget Officer
Supervisor O'Connor	Supervisor Haskell
	Supervisor Stec
	Nicole Livingston, Deputy Clerk

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Mr. Kenny called the meeting of the County Clerk- Motor Vehicles Committee to order at 10:34 a.m.

Motion was made by Mr. Bentley, seconded by Mr. Belden and carried unanimously to approve the minutes of the May 1, 2008 Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Pamela Vogel, County Clerk, who distributed copies of the Agenda to Committee members, a copy of which is on file with the minutes.

Commencing the Agenda review with Item 1, Mrs. Vogel provided an update on a current grant project that the Department was involved with. She noted it was an Imaging Program and utilized vendor and part-time employee services to complete that project.

Mrs. Vogel requested to amend the 2008 County budget to increase estimated revenues and appropriations in the amount of \$21,084 to reflect receipt of funds from the LGRMIF awarded for the 2008 - 2009 cycle.

A motion was made by Mr. Sheehan, seconded by Mr. Belden and carried unanimously to approve the request to amend the 2008 County budget as outlined above and refer same to the Finance Committee. A copy of the request to Amend the County Budget is on file with the minutes.

Mrs. Vogel apprised Item 2 was the Budget Performance Report included in the Agenda for the Committee members review.

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Mrs. Vogel expressed the difficulty in maintaining efficiency during vacation leave times and the pending vacancies within her Department, which had led to an increase in overtime usage. She requested a transfer of funds in the amount of \$500 from the County Clerk part-time salaries code (A.1410 130) into the County Clerk overtime salaries code (A.1410 120). She also requested a transfer of funds in the amount of \$750 from the Public Records part-time salaries code (A.1665 130) into the Public Records overtime salaries code (A.1665 120). Mrs. Vogel noted she would also like to transfer funds from County Clerk - Postage (A.1410 424) into County Clerk-Travel, Education, Conference (A.1410 444) in the amount of \$250. Joan Sady, Clerk of the Board, interjected that Mrs. Vogel did not need approval to transfer funds within the .4 codes (Postage into Education); however, she said, the first two requests would require approval of the Board.

Motion was made by Mr. Belden, seconded by Mr. Bentley and carried unanimously to approve the requests for transfers of funds as outlined above, and to refer same to the Finance Committee. A copy of the request for Transfer of Funds is on file with the minutes.

Chairman Monroe and Mr. Stec entered the meeting at 10:39 a.m.

Continuing the Agenda review, Mrs. Vogel stated that she had included an activity report for year to date which was included in the Agenda packet. She directed the Committee members attention to revenues received in 2007 from January to June, and said there was a total of over-the-counter receipts of approximately \$6 million; however, she pointed out, for 2008 from January to June the total was \$4.2 million. She explained the decrease was an obvious result of the economy and the impact of mortgage recordings and deed conveyances. While work activity was high in the court areas, Mrs. Vogel noted, that is not where the County realizes a great deal of revenue.

Discussion ensued with regard to the decrease in revenues. Mr. Kenny reminded the Committee that they had informed the Budget Officer last year that they anticipated a drastic decrease in mortgage tax in 2008.

Mrs. Vogel noted that the revenue budgeted in 2008 had been adjusted upward because of the anticipated 1/4% increase in the mortgage tax. Mrs. Vogel said she was uncertain of the status of the approval for the increase and Mrs. Sady said she had the Request for Home Rule Legislation had been forwarded to Senator Little, as requested and she had not received confirmation that the request had been acted upon during the last legislative session. Mrs. Sady said she would contact Senator Little's office and report back to the committee.

Mrs. Vogel reported that she did have some good news for the Committee in that she anticipated the apportionment of the Finch Holdings Mortgage, which would provide Warren County with approximately \$70,000 - \$75,000 in additional County tax.

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Mrs. Vogel reported that she would continue to monitor the revenue from mortgage tax, but anticipated they would run very close.

Along the same line, Mrs. Vogel noted that departments were asked to provide information to the Administrator regarding Legislative Budget Impacts. She explained that there was a piece of legislation regarding an increase in the Clerk's fees to offset the State's decrease of 2% in State Aid funding. Mrs. Vogel explained that the purpose of the legislation was for the Clerks to have a standardized cover page in statute and protecting personal information that was contained in the document. Mrs. Vogel noted that the legislation had been on the books, but not approved by the State for nine years. However, this past winter the legislation had been pared down and was approved, Mrs. Vogel noted. Therefore, she added, if the County wanted to recoup some of the 2% reduction in State funding, this was an option. Mrs. Vogel explained that this would require a local law and it would mean a substantial amount of additional revenue to the County, even in a slow year. Mrs. Vogel said she would project additional revenue of approximately \$361,000 per year, which would increase the per page fee from \$3.00 to \$5.00 and the recording fee from \$5.00 to \$20.00.

Mr. Belden asked if any other Counties had approved this fee increase and Mrs. Vogel replied that this legislation just passed on June 24<sup>th</sup>. She explained that there had been another proposal which would have actually reduced the fees for recording, which would have reduced the revenue to the County by about \$25,000. This legislation came about at the same and offered a protection, she added. Mrs. Vogel said the County Clerks Association would be meeting to discuss this and she would pass the legislation on to the County Attorney's office for their review.

Discussion ensued and it was the consensus of the Committee to proceed with review of the proposal.

Chairman Monroe noted that the local law could become effective thirty days following the public hearing, so the increase could be effective for the last quarter of the year.

A motion was made by Mr. Belden, seconded by Mr. Sheehan and carried unanimously to forward the proposed legislation to the County Attorney to draft a proposed local law regarding an increase in Clerk's recording fees to be introduced at the July 18<sup>th</sup> Board of Supervisors meeting.

The final item on the agenda, Mrs. Vogel apprised, was a request for Ann Corkins, a Senior Account Clerk in the Department of Motor Vehicles to enroll in a Financial Accounting course at Adirondack Community College.

A motion was made by Mr. Bentley, seconded by Mr. Belden and approved unanimously to authorize an employee to enroll in a job-related course as outlined above. The request was referred to the Personnel Committee and a copy of the request is on file with the minutes.

There being no further business to come before the committee, on motion by Mr. Belden and seconded by Mr. Bentley, Mr. Kenny adjourned the meeting at 10:55 a.m.

Respectfully submitted,

Nicole Livingston  
Deputy Clerk