

## Agenda

Administrative Services Committee

**March 16, 2020, 5:00 p.m., Room 331**

Gerace Office Building, Mayville, NY

- A. Call to Order
- B. Approval of Minutes (2/18//20)
- C. Privilege of the Floor
  - 1. Proposed Resolution – Confirm Appointment – Brian C. Abram (R) Commissioner of Elections
  - 2. Proposed Resolution – Authorize Extension of Voter Education/Poll Worker Training and the New York State Poll Site Access Improvement Grant
  - 3. Proposed Resolution – Authorize Lease Agreement with the Seal Lion Project, Ltd. for Ferry Docking and Landing Facilities
  - 4. Proposed Resolution – Rules and Regulations Re: Disposition of Surplus, Obsolete or Unused Property
  - 5. Other

**CHAUTAUQUA COUNTY**  
**RESOLUTION NO. \_\_\_\_\_**

**TITLE:** Confirm Appointment – Brian C. Abram (R) Commissioner of Elections

**BY:** Administrative Services Committee:

**AT THE REQUEST OF:** Chairman Pierre Chagnon and Legislators Scudder, Niebel, Harmon, Odell, Lawton, Rankin, Pavlock, Vanstrom, Davis, Gould, Ward and Hemmer:

WHEREAS, the present term of the Republican Commissioner of Elections will expire December 31, 2020; and

WHEREAS, a Certificate of Appointment signed by the County Republican Chairman, Allan Hendrickson, duly filed with the Clerk of the County Legislature pursuant to the New York State Election Law, states that a majority of such party Committee recommends the appointment of Brian C. Abram for the ensuing four (4) year term beginning January 1, 2021; now therefore be it

RESOLVED, That Brian C. Abram be and hereby is appointed Republican Commissioner of Elections for the County of Chautauqua for a term of four (4) years commencing January 1, 2021, at the salary provided in Local Law 3-98 increased in conformity with the increases provided for County Managers under the Management Salary Plan.

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**APPROVED**

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**VETOES (VETO MESSAGE ATTACHED)**

\_\_\_\_\_  
**County Executive**

\_\_\_\_\_  
**Date**

<b>NPG/BCA 03/09/20</b>
<b>TMT 03/09/2020</b>
<b>KMD 03/09/20</b>
<b>SMA 03/09/20</b>
<b>KLC 3/9/20</b>
<b>PMW 3/9/20</b>

**CHAUTAUQUA COUNTY**  
**RESOLUTION NO.** \_\_\_\_\_

**TITLE:** Authorize Extension of Voter Education/Poll Worker Training and the New York State Poll Site Access Improvement Grant

**BY:** Administrative Services and Audit & Control Committees:

**AT THE REQUEST OF:** County Executive Paul M. Wendel, Jr.:

WHEREAS, the County Board of Elections has successfully applied through the New York State Board of Elections for grant funds to enhance voting opportunities to persons with disabilities in the amount of \$40,543.00; and

WHEREAS, the County Board of Elections will use the grant proceeds to establish, expand and improve access to poll sites to increase participation in the election process by individuals with a full range of disabilities, and

WHEREAS, the remaining funding is \$10,057.11 and revenues and expenditures associated with the grant are already included in the 2020 Adopted Budget so no budget amendments are necessary; and

WHEREAS, it would be appropriate to extend the grant under the same terms and conditions from April 1, 2020 through March 31, 2021; therefore, be it

**RESOLVED,** That the County Executive is hereby authorized and empowered to execute an extension of the grant agreement with the State of New York for the designated time period.

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**APPROVED**

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**VETOES (VETO MESSAGE ATTACHED)**

\_\_\_\_\_  
**County Executive**

\_\_\_\_\_  
**Date**

**CHAUTAUQUA COUNTY  
RESOLUTION NO. \_\_\_\_\_**

<b>SMA 03/07/20</b>
<b>KMD 03/09/20</b>
<b>KLC 3/9/20</b>
<b>BPB 3/9/20</b>
<b>PMW 3/9/20</b>

**TITLE:** Authorize Lease Agreement with the Sea Lion Project, Ltd. for Ferry Docking and Landing Facilities

**BY:** Administrative Services and Audit & Control Committees:

**AT THE REQUEST OF:** County Executive Paul M. Wendel, Jr.:

WHEREAS, Chautauqua County sold the Bemus Point Stow Ferry to the Sea Lion Project, Ltd., doing business as Chautauqua Lake Historic Vessels Company in 1986 pursuant to Resolution 191-86; and

WHEREAS, pursuant to the Bill of Sale the Chautauqua Lake Historic Vessels Company is required to use the ferry as a historic and tourist attraction; and

WHEREAS, the County has previously leased to Chautauqua Lake Historic Vessels Company docking and landing facilities in the Village of Bemus Point and the Hamlet of Stow; and

WHEREAS, it is in the best interests of the County to renew the lease so that there is the opportunity to have the ferry operated as a historic and tourist attraction; now therefore be it

RESOLVED, That the County Executive is hereby authorized and empowered to execute a lease agreement on such terms and conditions as deemed appropriate with Sea Lion Project, Ltd., d/b/a Chautauqua Lake Historic Vessels Company, for the docking and landing facilities in the Village of Bemus Point and the Hamlet of Stow and the immediately adjacent property for a period of ten (10) years through March 31, 2030, at an annual rent of One Dollar (\$1.00) per year.

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**APPROVED**

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**VETOES (VETO MESSAGE ATTACHED)**

\_\_\_\_\_  
**County Executive**

\_\_\_\_\_  
**Date**

**CHAUTAUQUA COUNTY  
RESOLUTION NO. \_\_\_\_\_**

KLC 2/19/20
KMD 2/28/20
KMW 2.28.20
SMA 3/2/20
PMW 3/9/20

**TITLE:** Rules and Regulations re Disposition of Surplus, Obsolete or Unused Property

**BY:** Administrative Services Committee:

**AT THE REQUEST OF:** County Executive Paul M. Wendel, Jr.:

WHEREAS, Resolution 307-80, as amended by Resolution 154-04, established Rules and Regulations of Surplus, Obsolete or Unused Property; and

WHEREAS, these rules and regulations should be updated to be consistent with changes made to the Administrative Code; now therefore be it

RESOLVED, That the Rules and Regulations of Resolution 307-80, as amended, regarding Disposition of Surplus, Obsolete or Unused Property, be amended as follows:

- A. There is hereby created a Surplus Property Committee whose functions shall be to identify surplus, obsolete or unused supplies, materials and equipment belonging to Chautauqua County, and to formulate rules and regulations under which the ~~Deputy Director of County Purchasing Director~~ may sell or lease such items. The committee shall be composed of the County Executive or his appointed representative, the Chairman of the Legislature, ~~and the Director of Central Services~~ the Chief Information Officer, and ~~the Director of Public Works Facilities.~~
- B. All department heads or county officials who have custody or control of ~~surplus, obsolete or unused~~ supplies, materials and equipment shall furnish the committee with a list of such items they have deemed surplus, obsolete or unusable at least twice a year. The committee shall, upon receipt of such lists, meet to determine whether such items are, in fact, surplus, obsolete or unused and may require written justification for such a classification for any item.
- C. Upon determining that any item is surplus, obsolete or unused, the committee shall direct that the item be turned over to the custody of the ~~Deputy Director of County Purchasing Director,~~ who shall thereupon sell or lease the item under terms advantageous to the County. Any item which has a fair market value at the time of ~~sale~~ disposition in excess of one thousand dollars (\$1,000.00) shall be auctioned or sold or leased to the highest responsible bidder after appropriate public notice soliciting bids for the item has been published.
- D. Notwithstanding the foregoing, the sale or lease of any surplus, obsolete, or unused supplies, materials and equipment of whatever value, to any municipality or improvement district within Chautauqua County shall not be subject to the bidding requirements of this section and any lease or sale thereof may be accomplished by negotiated sale or lease.

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**APPROVED**

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**VETOES (VETO MESSAGE ATTACHED)**

\_\_\_\_\_  
**County Executive**

\_\_\_\_\_  
**Date**