

Minutes

Audit & Control Committee

**September 17, 2020, 8:35 a.m., Virtual Meeting via Zoom
And Legislative Chambers**

Gerace Office Building, Mayville, NY

Members Present: Nazzaro, Niebel, Odell, Gould, Harmon

Others: Tampio, Ames, DeAngelo, Abdella, Dennison, Swan, Braley, Crow, Almeter, Quattrone, Bentley, Carrow, Griffith, Schuyler, Pennington, Wendel, Chagnon

Chairman Nazzaro called the meeting to order at 8:36 a.m.

Approval of Minutes (08/20/2020)

MOVED by Legislator Odell, SECONDED by Legislator Niebel

Unanimously Carried

Privilege of the Floor

Deputy Clerk Ames: I've received no comments for the privilege of the floor.

Proposed Resolution – Authorize Acceptance of Indigent Legal Services Grant for the
Period January 1, 2019 to December 31, 2021

Chairman Nazzaro: (*Inaudible*)...Terry, do you have anything to add to this? Not to put you on the spot.

Legislator Niebel: No, not really Chuck. Like you mentioned, it's a three year grant. Ned spoke to it last night in Public Safety. Pretty much self-explanatory. It doesn't involve any local share so it's a good grant. Let's grab it.

Chairman Nazzaro: Thank you Mr. Niebel and this is in the budget and this is just to accept the grant. Any questions or comments from the committee?

Unanimously Carried

Proposed Resolution – Authorize Execution of New York State Office of Homeland Security FY20 State Law Enforcement Terrorism Prevention Program Grant

Under Sheriff Braley: This is a continuation of the Terrorism Prevention grant as you mentioned. We're in several years of this at this point. There are no matching funds, its \$51,000. A portion of that goes to our communications coordinator, the other portion is equipment related purchases that in this case it's going to be (*inaudible*) operated underwater type vehicle. Jen characterized it pretty good yesterday. It's kind of like a drone that operates under water for safety purposes. There is no matching funds and is included in the budget so there will be no amendment.

Chairman Nazzaro: Any questions or comments?

Unanimously Carried

Proposed Resolution – Authorize Acceptance and Use of Univera AED Grant Funding

Under Sheriff Braley: A couple of years ago Univera provided us with \$11,000 in conjunction with their business partner, SOS Technologies for the purpose of replacing AED units that we had that were under a recall. It was supposed to cover the cost of 16 of those units. At the time, for whatever reason, they were not available through the source, SOS Technologies, so we received notice two years later that those units are now available, that funding can be used but it's kind of an irregular purchase situation because of the relationship with Univera and SOS. So we're just looking to use those funds that we're entirely donated by Univera to purchase and replace those existing 16 AED units.

Chairman Nazzaro: Thank you and thank you to Univera for being a good partner. Any questions or comments?

Unanimously Carried

Proposed Resolution - Authorize Agreement with Chautauqua-Cattaraugus Erie II BOCES for Two School Resource Officers

Under Sheriff Braley: This again is a renewal of a long time contract. We've had SRO's at the BOCES centers, one of them remains at one facility in Cassadaga and the other floats between the LoGuidice and Hewes Centers. As I said, we've had this for quite some time now. This is as close as we can get to an actual cost for doing business with the SRO's assigned as well as vehicles and equipment and things of that nature. This runs through the 2021 school year and the total cost is \$224,920.

Chairman Nazzaro: So the cost per Deputy is roughly \$33.00? Because that \$66 represent per hour for two Deputies.

Under Sheriff Braley: That's an overtime rate if necessary, correct Jen?

Mrs. Swan: I believe. I don't have the (*cross talk*).

Under Sheriff Braley: Those are for additional overtime hours.

Chairman Nazzaro: Oh, o.k., I see that, upon overtime.

Under Sheriff Braley: We have, with the other schools, a contractual agreement with the Deputies. That if they work for some sort of an extra circular activity, they use that time in the summer time, as comp time taking off. In this case, BOCES doesn't have many activities like that so if we should incur overtime, we can gage it better by just paying (*inaudible*) contract terms.

Chairman Nazzaro: Any questions or comments from the committee?

Legislator Odell: The Under Sheriff already addressed it, I was just curious as to where they were stationed and located. So Cassadaga's new repurpose facility that they just put up on line a few years ago, that is where one is and the other floats. Good to know.

Under Sheriff Braley: I believe that's the (*inaudible*) facility, right.

Chairman Nazzaro: Any other comments or questions?

Unanimously Carried

Proposed Resolution – Authorize Agreement with Forestville Central School District for School Resource Officer

Chairman Nazzaro: This has been withdrawn.

Proposed Resolution – Authorize Agreement with Silver Creek Central School District for School Resource Officer

Under Sheriff Braley: This again is a recurring contract. We've had an SRO at Silver Creek for a few years now. This is through the 2020-21 school year at a cost of \$79,000. There is no amendment needed because it is included in the 2020 adopted budget.

Chairman Nazzaro: If I recall, we did lose several resource officer contract with schools, correct?

Under Sheriff Braley: Yes.

Legislator Niebel: We don't have SRO agreements with Bemus Point, Chautauqua Lake, Frewsburg, and Pine Valley. Those are the ones that I'm aware of plus any other ones that maybe Darryl or Jennifer know of.

Under Sheriff Braley: Forestville obviously would be the latest one.

Chairman Nazzaro: So how many do we have then all together?

Under Sheriff Braley: Right now we continue to have Silver Creek and BOCES.

Chairman Nazzaro: That's it, just the two.

Mrs. Swan: Yes.

Legislator Niebel: Just the two that are before us today.

Chairman Nazzaro: O.k., thank you. Any other questions or comments from the committee or anyone else?

Unanimously Carried

Proposed Resolution – Emergency Management Performance Grant – S (COVID-19) Fiscal Year 2020

Mr. Griffith: This is a grant specifically designed through the COVID crisis. This is Federal monies being passed through the State of New York. It's on a 50% in-kind or match from the County. We're going to use this money or have used this money for future planning purposes and also for some decontamination equipment, some electrostatic sprayers to decon ambulances and equipment. The 50% in-kind match from the County has been spent through FEMA dollars so the County's share would be 25% of the 50%, working through the FEMA grant and the FEMA program. This has already been approved through that end of it. So that is what we're looking for. The local share is not the total of \$29,000, it's 25% of the \$29,000.

Chairman Nazzaro: One of the WHEREAS's says local match portion of the grant is already been included in the 2020 adopted budget so this resolution is just to recognize the 50% that we're getting. Correct Kathleen?

Mrs. Dennison: Yes, that's correct.

Chairman Nazzaro: Any questions or comments?

Unanimously Carried

Proposed Resolution – Emergency Management Performance Grant for Fiscal Year 2020

Mr. Griffith: This is a common grant that we receive every year. It does involve a 50% match. These monies go to offset the salaries here in our office and it's a common grant and it is included in the 2020 budget.

Chairman Nazzaro: Pretty clear cut. Any questions or comments?

Unanimously Carried

Proposed Resolution – State Homeland Security Program for Fiscal Year 2020

Mr. Griffith: This is one of the grants that we get through Homeland Security. Again, it's a standard grant incorporated into the 2020 budget. This is just an acceptance of the grant funds. This grant has no local share.

Chairman Nazzaro: Any questions or comments?

Unanimously Carried

Proposed Resolution - Amend Chautauqua County Health & Human Services 2020 Budget for Rollover of Univera Lead Screening Improvement Initiative Funding

Mrs. Schuyler: We had received a grant from Univera to help us to prevent lead poisoning in children in the County. We were not able to expand on all of those funds in 2019 and we now learned that we were able to carry them over to 2020. So we plan to use them before the end of the year for our childhood lead poisoning prevention efforts and therefore need them to be moved to the 2020 budget.

Chairman Nazzaro: Any questions or comments from the committee?

Legislator Gould: Any local share?

Mrs. Schuyler: No, no local share.

Chairman Nazzaro: All in favor?

Unanimously Carried

Proposed Resolution – Authorize Execution of Attestation for 2% Funding Increase to Support Minimum Wage and Workforce COLA Salary and Salary-Related Fringe Benefit Costs of Direct Care Staff, Direct Support Professionals, and Clinical Staff at Not-For-Profit Providers through the Department of Mental Hygiene

Mrs. Pennington: I'm Misty Pennington, I'm a manager of (*inaudible*) mental hygiene and I'm here on behalf of Patricia Brinkman this morning. This is a 2% cost of living increase for any direct care staff that provides face to face services to clients that are in revenue generating positions. This does not exceed the contract salary limitations so it's just the 2% within the limits of the contract. There is also no cost to the local share as this was already in our 2020 budget.

Chairman Nazzaro: Any questions or comments?

Legislator Odell: No comments but I'll ask Misty while she is here, she had a very nice presentation at Human Services that I got to sit on and just tell the Audit & Control Committee with the new campaign is.

Mrs. Pennington: Yes. It's a website that was borne out of our second HERSA grant which was an implementation grant related to the high number of opioid over doses that we have in Chautauqua County. This website is called Combat Addiction CHQ.com and what it is, is kind of a one stop website that provides factual information about addiction, addiction services, both for individuals who are struggling with addiction themselves as well as for family, loved ones, co-workers, anyone like that. So the site provides general information as well as a very handy locator tool where individuals can go ahead and do a search for treatment, prevention, recovery, harm reduction services, both in-patient/out-patient, all over Chautauqua County, some of the neighboring counties and even as far as into Pennsylvania. There is also some crisis information that is located on there and some wonderful videos of interviews of our different community partners that provide those treatment prevention, recovery, and relapse prevention services within Chautauqua County. So there is going to be a press conference on September 30th with the County Executive here at 1:00 that will kind of launch this to the community. We're very excited about that.

Chairman Nazzaro: Thank you. It's very good news as a community and well done. Thank you. Any other questions or comments?

Unanimously Carried

Proposed Resolution – Authorize Lease Agreement for Office Suite at the Chautauqua County Jamestown Airport Terminal Building

Mr. Bentley: This is with Chase Aviation. We did have the public hearing and I see that Ron Almeter is on the screen so would you like to make a comment or not.

Mr. DeAngelo: We can't hear him.

Mr. Abdella: Mr. Chairman, I will just mention, the public hearing is next week. We have not had it yet.

Chairman Nazzaro: We can't hear Ron Almeter and we'll give him a few minutes. This is pretty straight forward. It's additional revenue for the airport. Five hundred dollars a month. Mr. Odell, you sit on the -

Mr. Bentley: Sounds like Ron might not be able to verbalize but yes, this is in anticipation after the public hearing at the next Legislature meeting. It's a two year term, is to lease office space that is currently unused in the terminal building. It's office number 46 for those that actually know the layout there. It would be \$500 a month, fixed rate. It's a good deal for it. You are looking at the picture, the apron is at the bottom where the planes are at and the front entrance is on the top so it's near the back and it offers Chase a window to the apron so high visibility of space for them and that works for them. If there is an airline that comes in, if

we get EAS, there are provisions to move them out of them potentially for TSA space but that would be worked into the contract. Again, Chase Aviation plan is aircraft sales, so this is a big benefit to the County to have this type of business in there. Ron, are you able to speak now? No, still can't hear you.

Legislator Odell: I will jump in also, chairing the Airport Commission. The Commission has been involved in this for about the last three months. We are grateful when we first learned that Chase was interested in expanding their operations from North Carolina into Jamestown. They are putting in some roots right in the City of Jamestown, moving to, moving back to, let's put it that way, restoring a nice old home in the City. So, we're winning on two fronts here but again, with this intention here, with this space, it was TSA breakroom and closet space basically. If we do have an EAS come back, we can look to relocate them and maintain the lease and just move office which we have plenty of room right there.

Chairman Nazzaro: Thank you Legislator Odell, Brad, and Ron I want to thank you for doing this. I know that Brad has mentioned at the last meeting that you put a lot of work into this so we appreciate your efforts. Every bit helps and I think the airports are heading in the right direction.

Legislator Niebel: Just one question. Utilities are included in the monthly rent, the \$500?

Mr. Bentley: No, they are not but the heating and water use out of that is going to be very small so there's really not - it can be all inclusive. They are just renting a room basically.

Legislator Niebel: O.k., so they don't pay extra for utilities. The \$500 includes the heating, electric, and the water.

Mr. Bentley: Yea, I don't think that you can see on the screen because you are phoned in but the County shall provide heat, air conditioning, (*inaudible*), electricity, water, sewer, trash, and periodic cleaning. Chase is going to be responsible for installation maintenance of any communications and network services. Internet is a little spotty up there so Ron has been working hard to try and figure out a way to get internet capabilities up here for the businesses. So we've made them responsible for those costs.

Legislator Niebel: O.k., Brad, I couldn't see that but thanks for the explanation.

Mr. Bentley: You're welcome.

Chairman Nazzaro: Any other questions or comments from the committee?

Unanimously Carried

Proposed Resolution - Authorize Clerk of the Legislature to Publish Notices – Re: Public Hearings on 2021 Tentative Budget & Sewer District Assessment Rolls & Maximum Salary of Members of the Chautauqua County Legislature and its Chairman

Chairman Nazzaro: This is routine but we need to do this. There are no increases in here, I just want to note. The rates for the Legislators remain the same as they have for many, many years. Any questions or comments on this?

Unanimously Carried

Other

Chairman Nazzaro: We did not have anything listed under “other”, but I want to make one comment and open it up to the committee. We’re all aware that we have our budget hearing starting the week of October 5th. You should have all received the final schedule, I believe it was draft 3. We will be doing the hearings in this room but also as Chairman Chagnon stated, we will have the hybrid method like we are doing today so those who are unable to attend for personal reason and prefer to remote in, that technology is available. We will be getting out books I believe next week.

Kathleen, since you are the budget guru, anything to add?

Mrs. Dennison: A couple of comments. As Mr. Chairman mentioned, we are anticipating distributing the budget books at the Legislature meeting next Wednesday. That’s a little bit tentative because we are now using an outside service to do the printing so I have to double check on their timeframe. Obviously we’re required to distribute them by September 25th, which would be Friday. But we’re going to try and have them on Wednesday. Just another reminder, if you haven’t any binders that you would like to recycle, please turn them into the Legislative office because we’ll reuse them. Also, we’d like to ask of you, once you review the information if you do have specific or detailed questions, if you have them in advance of the hearings, if you would email them to me and I’ll distribute them to the individual departments. Especially Health & Human Services would appreciate any advance questions because of the size and complexity of the budget. Sometimes they need to look up some information so they could do that and have it for you at the hearings. If you have any questions, submit in advance.

Chairman Nazzaro: Thank you Kathleen. Anyone else have any questions for Kathleen?

Mrs. Dennison: I do have one other comment or question for you to consider. I have emailed with Chairman Chagnon about this topic. It involves the use of spread budgeting which we have used this year. That means we, for some accounts, the budget is spread throughout the year rather than all in January. We’re evaluating whether or not we want to do that again for 2021. It does have some advantages but also has presented some challenges. The current method that we use to report, the budget performance report for you does not really work – it doesn’t play nicely with spread budgeting. So, that report is a little bit weird how it presents because we’re not able to run that report to consolidate all the budget in an annual presentation. So when we use the budget in our accounting system, each department always has the option to request that the budget be displayed, the annual total or just the year to date total based on the spread. As I said, unfortunately the reports that we generate for you don’t have that option so you only see the year to date budget. So sometimes it’s been a little bit tricky because of our timing in the budget, if it didn’t match with the actuals, just looks a little bit weird. It worked very well for distributing payroll costs because we time it exactly when the payrolls are actually processed and

accounted for so as I say, it's a very good tool for that but it's not working as well for some of the other accounts. So, as I said, if you have any thoughts on that or if you would like more information, like I said, we're still evaluating whether to use that tool again. We don't have to implement it. We can't implement it until the very final stages of the budget so we don't have to decide until after the hearings. But, like I say, it's something that we're considering and so I wanted you to have the opportunity to express your opinion of what is most useful for you.

Chairman Nazzaro: O.k., so you don't need a decision today, correct?

Mrs. Dennison: No, we do not need a decision today.

Chairman Nazzaro: So we can obviously talk about that in committee and go from there but I'm leaning to the annual, not the spread budget. That will be the committee's decision. Like you say, it's very difficult, it's not always painting the picture you may want to see. We'll have further discussion but right now my feeling is, not to do the spread.

Mrs. Dennison: That is intending to be the predominant position. Some of the departments, they have expressed some difficulty interpreting the numbers. I would say honestly, it doesn't work how we envisioned it would work, so it doesn't work as well as it should.

Legislator Niebel: Chuck, I find it to be confusing. I'd like to see us go back to the old method, personally.

Legislator Gould: I agree with Terry.

Chairman Nazzaro: What I'm hearing is both agree with going back to where we were not using the spread, Mark and Tom?

(Cross talk)...

Chairman Nazzaro: I think we made a decision today.

Mrs. Dennison: Mr. Chagnon also was in agreement with going back to the old way.

Chairman Nazzaro: O.k., so we're unanimous, we're going back to the old way. Kathleen, anything else on the budget?

Mrs. Dennison: Not at this time.

Chairman Nazzaro: I just can't wait to be here in October. Does anyone else wish to bring anything else under "other"?

Legislator Odell: Mr. Chairman, I have something briefly. Last night at our Planning & Economic Development committee, I asked Andrew Nixon, our Director of the Chautauqua County Visitors Bureau, from our discussion of prior week, I asked him to come in and talk to us about the tourism numbers. To look at a forecast to see where we're going to be at going through

2021. He gave us a great presentation and encourage anyone that gets to watch it, it's archived on Facebook Live. It was great but the stunning numbers tell us so far that we are down about 42% this year. As we look at that why, it's going to directly affect our occupancy tax dollars as we look into 2021. This is just the big (*inaudible*) the reporting agencies, the larger hotels, it doesn't include the cottages, Airbnb's things like that but those final numbers will be panning out towards the end of the year (*inaudible*) and well done and thank Andrew Nixon for that. We also had a nice presentation from Mark Geise, CEO of the IDA of Chautauqua County discussing the \$10.5 million dollar, new, revolving loan fund that we have available and how it's going to be segmented into different sectors, to include travel tourism, manufacturing and even not-for-profits. A couple of good things to have on the radar going forward. Thank you Mr. Chairman.

Chairman Nazzaro: Thank you Legislator Odell. Thank you for the copy and I'll look at the video. You mentioned Airbnb and it's been a long journey but we will have an agreement, I believe with Airbnb for the collection of occupancy tax effective October 1st. Is that right Mr. Abdella?

Mr. Abdella: That's my understanding yes.

Ms. Crow: I'm here, I can speak to that. We have executed an agreement. The implantation date is October 1st so that is when they will begin collecting and we are working with them on a press release that should go out soon.

Chairman Nazzaro: Thank you Kitty. I know it's been a long journey. Not because of you but because of the complexity in connecting with Airbnb but I know that you were very diligent in getting this done. So, I look forward to that press release. Thank you. Since you are here, is there anything else you want to bring to the committee at this time?

Ms. Crow: No.

Chairman Nazzaro: Anything else?

Legislator Niebel: I would just like to compliment you on a very quick and efficient meeting today before Mr. Gould makes a motion to adjourn.

Chairman Nazzaro: Thank you. It's a learning process and we had a pretty straightforward agenda. Thank you everyone for participating.

MOVED by Legislator Gould, SECONDED by Legislator Harmon to adjourn.

Unanimously Carried (9:12 a.m.)

Respectfully submitted and transcribed,
Olivia Ames, Deputy Clerk/Lori J. Foster, Sr. Stenographer