

Minutes

Audit & Control Committee

July 22, 2021, 8:35 a.m., Rm #331

Livestreamed on Facebook

Gerace Office Building, Mayville, NY

Members Present: Nazzaro, Gould, Harmon, Niebel

Member Absent: Odell

Others: Tampio, Ames, Cummings, Perry, Bentley, Crow, Sanderson, Meleen, Almeter, Dennison, Abdella, Chagnon, Wendel, Button, Spanos, Zahn, Carrow, McCoy, Contiguglia, Swan, Telford, Braley, Schmidt, Sanders, Green, Songer

Chairman Nazzaro called the meeting to order at 8:35 a.m.

Approval of Minutes (6/17/21)

MOVED by Legislator Niebel, SECONDED by Legislator Gould.

Unanimously Carried

Privilege of the Floor

Norman Green, 54 Onieda Drive, Dewittville, N.Y. 14728. I'm here to speak to the Memorandum of Understanding with the City of Jamestown with the \$111,000 software purchase that will allow the City of Jamestown to record its information accurately as we all know. I compliment the County Executive, I compliment the Sheriff, this is exactly what we should be doing in government. We should be reaching out to our partners at the town and city levels. What I do say is that, we should find a way as a County to cover these costs and you say, well how come, why should we cover these costs? We cover these costs all the time. Mr. Niebel put forth a resolution, \$50,000 I believe, to help with villages that were dissolving.

Legislator Niebel: And the Senate.

Mr. Green: Right and we have these incentives. The City of Jamestown of course, pays for a Sheriff's department which yeah, they get jail services and they get some services but, as a City resident, you're expecting your City of Jamestown, your police, to be the ones that are going to answer your call and (*inaudible*) call so there is a lot of money that the City of

Jamestown is paying, including the Fly Car. The Fly Car was expected to be and I understand that you've negotiated recently Chuck, that you've negotiated recently an agreement, a short agreement with the City of Jamestown to bring in some Fly Car services but even in the Fly Car service, we expected, the County expected, when I say we, the taxpayer, we expected a Fly Car service was going to be an enterprise account, so to speak. I mean, not exactly but pretty close and it was supposed to pay for itself and it's not paying for itself, unfortunately and hopefully (*inaudible..*) Great idea, it is a great thing. You know we have 27 towns and 2 cities as we all know in Chautauqua County. We have police forces, we have paid fire departments in a few of those towns so the rest of the towns get service such as Sheriff, such as Fly Car, get a service paid for by the taxpayers including the taxpayers of Jamestown, Dunkirk, Fredonia, that have full services. So anyway, I'm here to compliment the County Executive, to compliment the Sheriff, this is great stuff that my mind feels we should be doing but I would hope that the Legislature would see to it that some funding, if not all the funding is taken care of by the broad based County taxpayers of which Jamestown is part of the board based County taxpayers. Thank you for your time.

Chairman Nazzaro: Thank you for your comments.

Legislator Niebel: And Norm, the Fly Car is in its infancy. It is running a deficit at this point but we're hopeful in the future that we'll make that up and it could be –well, as far as an enterprise account, we're hoping that it will breakeven at some point.

Chairman Nazzaro: Anyone else to address the privilege of the floor: Seeing no one, we'll move into the resolutions.

Proposed Resolution – Authorize County to Apply for Grants on Behalf of the North
Chautauqua Lake Sewer District for an Inflow and Infiltration Study

Mr. Cummings: Randal Perry is going to talk also with us on this grant application since the Watershed Alliance has been helping us acquire these grants. This grant that we're going for is an inflow and infiltration study grant which the North District has done several of these and this grant will be the one to help us look at the rest of our collection system within the North Chautauqua Lake Sewer District which mainly is the Village of Mayville system, the section at the north end of the lake. So we apply for these \$30,000 grants when they come available for us and again it's this year and again the District will put matching funds to this grant of 20% which is \$6,000. On Tuesday at the North Chautauqua Lake Sewer District board meeting, they approved that \$6,000 match to go into their budget for this coming year.

Mr. Perry: Thank you for letting me be here. Randall Perry from the Chautauqua Lake and Watershed Management Alliance. As members of North Chautauqua Lake Sewer District in the County, we're able to help write grants for State funding so that's our role here. The project primarily has monetary implications and also environmental implications so reducing inflow and infiltration reduces the treatment of the unnecessary treatment of clean water that enters the collection system via cracks and leaks so you are not sending that water to the treatment and unnecessarily treating it. You are also, if you have inflow and infiltration issues, your capacity of

the treatment plant is also limited so any plans to extend sewer services in the north district area, that treatment plant would either have to be upgraded to increase capacity or a more cost effective way is to address leaks in the system to help get that capacity back up and then environmentally of course, losing sewage from the collection system to the ground water, surface water, is not a good thing environmentally so it's going to help the lake and surrounding water systems. So, it's an 80% grant and if successful it will cover 80% of the cost of the engineering to identify problems and fix those problems.

Legislator Harmon: On the I&I study, is it (*inaudible*) that records the smoke testing, is that what they do? They put that –

Mr. Cummings: That is one of the test we use. We first go in and flush and clean the lines and then we'll smoke test the lines to see where we have leaks come out of our system or the lateral so we can identify those areas. Then we'll camera all the lines. We'll send cameras into look at everything.

Legislator Harmon: So when there is an issue, let's say you find a large issue of what is going on, would that be addressed first or immediately?

Mr. Cummings: If we can do it within our budget, we'll address it right away. Those things we would not want to put off until we –

Legislator Harmon: I only ask because it was done in Silver Creek (*inaudible*) authorized in advanced (*inaudible*) came out in I&I. It was a three part I&I in three different years, they came out and did all of that and it really seemed to approve what we did as a village so (*cross talk*)..

Mr. Cummings: Yes, it really helped us out. The DEC had told us when I had asked about – because the plan someday is to sewer the rest of Chautauqua Lake. Some of that flow is going to coming into our plant here in Mayville. So I had asked the DEC when they did one of our inspections what's the chances of increasing our flow capacity at our plant and they said that they would not help fund any of that until we did an I&I study and fixed our collection system first.

Legislator Harmon: Is there an issue now with the storm water that migrates into the system and into the flow of things (*cross talk*)..

Mr. Cummings: We're able to treat everything that comes in but we get very close to our limit, our capacity, our daily capacity so we have a real infiltration problem, like all districts do.

Legislator Harmon: Is it like rain storms primarily when we have these issues?

Mr. Cummings: Yes. Especially these last couple of weeks, we've been inundated and like I mentioned, as soon as it starts to rain really, really heavy like we had lately, our flow meter just instantly goes up within 10 minutes of that storm so we know we have major leaks so we need to do this study to help us identify those.

Legislator Harmon: Absolutely.

Mr. Cummings: Most of this infrastructure was installed in the 1950's. Old clay tile pipes and it's just time. It's past time to get done.

Chairman Nazzaro: Great questions, great comments, anything else from the committee?

Unanimously Carried

Proposed Resolution – Authorize County to Apply for Grants on Behalf of the Portland-Pomfret-Dunkirk Sewer District for Inflow and Infiltration (I&I) Studies

Mr. Cummings: This is pretty much the same thing. This is the other district we take care of along Lake Erie over in the VanBuren area. We have a collection system over there also that we take care of and they are looking to reduce their flows also. Their flow all goes to the Village of Fredonia Wastewater plant and they charge us to treat it so the more water we send them, the higher the cost. So, we need to do a study there also. Again, very old infrastructure, old clay tile pipes. That district has applied in the last 2 years for grants and were denied unfortunately. On the DEC's end, their focus is Chautauqua Lake, it's an impaired water body, so that's their focus. In this district, the flows end up in Lake Erie. So, unfortunately for the DEC, it's not their main focus but this district needs to do that infrastructure repair so they need to study it also. They are going to keep trying to do this and that district's meeting in next week but the plan is that they will have those matching funds in their budget also. We've talked with the board and I've put it in the preliminary budget and they plan on adopting that to have those matching funds, if they are awarded the grant, they will have the funds.

Chairman Nazzaro: Thank you. Any questions or comments?

Unanimously Carried

Proposed Resolution – Authorize Agreement for the Purchase and Removal of County Owned Timber from the Thomas Erlandson Park in the Town of Carroll

Mr. Bentley: This is similar to our other timber harvest but this one is at Erlandson Park. We had a good discussion at Public Facilities on this.

Chairman Nazzaro: I always have the pleasure of hearing this twice since I sit on that committee.

Mr. Bentley: You always think of questions after the fact, right? The amount of this \$10,250 that Marvin Troyer will be paying to timber harvest there, there is a side benefit at the Park. There is a view of Chautauqua Lake that has grown in over the years and we've got an agreement to have him actually clear that portion of the park as well by topping the trees and getting a better view of Chautauqua Lake. Even Mr. Erlandson has said it needs to be done. Actually this was his suggestion as well from the Parks Commission. Pretty simple, again, just entering into a contract with Mr. Troyer.

Legislator Niebel: Have we worked with this company before?

Mr. Bentley: I don't know that we have done it recently but he is someone familiar to Forecon. We use Forecon as our forest management service so when we put out the bid, we put it out to kind of the known entities in the County.

Legislator Niebel: He's one of them?

Mr. Bentley: He's actually Amish but they are required to do the same insurance as everybody else is to make sure that before they sign the contract they have it all of that in place and as I mentioned at Public Facilities, Forecon goes out there and meets with the contractors, pre-meeting. Given that it is going to be at the park, I'm going to be out there with them to make sure the public safety is ensured. Normally on our County reforestation properties there is not a lot of public but here, there could be some interactions so we want to make sure all the necessary safety precautions are also in place.

Chairman Nazzaro: Like Brad said, we had a pretty lengthy discussion on this and Legislator Gould had some good questions and comments and you got them all answered?

Legislator Gould: Yes I did. I wasn't happy with all the answers but I got an answer.

Chairman Nazzaro: They were very specific, I will say that and I learned too about heights and diameter and all that kind of stuff. Any questions or comments from the committee?

Unanimously Carried

Proposed Resolution – Authorize Agreement with NY State DOT for Performance of Federal-Aid Project PIN 5762.56 (Bridge Painting)

Chairman Nazzaro: There was a typo in there.

Mr. Bentley: Do you want me to go through that?

Chairman Nazzaro: Sure, go through the typo if you could please.

Mr. Bentley: In the 1st WHEREAS clause, WHEREAS, the painting of bridges with BINS 3324170, ~~3324790~~ **3325940**, and ~~3367230~~ **3325830**. This resolution is to enter into a contract to have three of our bridges painted. It is funded at 95/5/5, so our local share will be \$15,750. The total cost of the bridge painting will be about \$315,000. It will be reimbursable so we go out there and spend it and then we apply for reimbursement from the State. We've done this for at least every year that I've been here. This is a great program for us to take care of some of our – this addresses some of our bigger bridges that are hard to paint. We have to have environmental controls. You just can't go out there and scrape stuff into streams and lakes. The DEC doesn't look favorably upon that. There was discussion why this only covers three bridges

and it's because there is just a lot of work that goes into it. When they paint them, they are sandblasting them so there is a lot of materials and a lot of labor.

Legislator Gould: That was the question that I had. It was a lot of money, I thought, for three bridges.

Mr. Bentley: They are going in underneath, they may have to put up scaffolding, they have to make sure – it's not easy work.

Legislator Harmon: Who actually selects the bridges that are going to be taken care of and maintained first? Is there a scale you use to find out what bridges are in need?

Mr. Bentley: Yes, we have 308 bridges, they are all inspected. We try and get as many as we can each year but some of them are just visual inspections. Every so often we go underneath and try and get a look at them. They get rated and our bridge engineer, Lex Brumingin, has a list of what he would like to go after.

Legislator Harmon: Is it the County that is making that call?

Mr. Bentley: Yes. The State will come in and they may flag a bridge. If somebody has an accident and we don't see it or it's not reported and the State sees it before we do, they may go out and flag the bridge, let us know that there is an issue that we need to fix. So, there are a lot of eyes on all of our stuff so we take any and all comments. But Lex keeps the list of the bridges for what we need to do.

Chairman Nazzaro: Now some years, do you do more than three because there are different sizes. Depends on the budget, right, the funding?

Mr. Bentley: Yes.

Chairman Nazzaro: So like is three the normal number you do? I was like you Jay, I thought that we did more bridges. I know that we have the washing of the bridges but that is completely different as we discussed in Public Facilities and the painting. So normally do you just three?

Mr. Bentley: It averages probably three to five. (*cross talk*).. The bridge painting should last 10, 15, 20 years if we're washing them properly. I mean they go out and do a really good job. They did one going into Sinclairville from Rt. 60. I looked at that not too long ago. That's still holding up pretty well. It's a lot better than not having any money and paying the full share. This really extend the life of our bridges so we don't have to replace them as often. You see New York State doing that a lot on their bridges like on 86 right across the lake (*inaudible*) in Bemus Point. They are painting all those beams over there on those bridges.

Chairman Nazzaro: Any other questions or comments on bridge painting?

Unanimously Carried

Chairman Nazzaro: Brad, I was going to ask the committee, you don't have any other resolutions on here, do you?

Mr. Bentley: I don't think I do.

Chairman Nazzaro: I know that we have some discussion items at the end and I hate to keep people here that have other things to do. We did have a resolution come under "other" that we all received yesterday regarding a grant for the airport and I gave permission to have this come under "other". It's good news. Is everyone on the committee o.k. taking this resolution and moving it under here? O.k., so Ron come on up.

Proposed Resolution - Acceptance of Funds from the FAA for the Rehabilitation of Runway 7-25 (Construction Phase) at the Chautauqua County Jamestown Airport

Mr. Almeter: The essence of the grant is the reconstruction of the main runway at Jamestown under the American Rehabilitation program grant this year from the Federal government. The Federal government is covering 100% of the airport improvement program projects which this was one of three scheduled this year. The total cost of the construction phase of the project is \$6.2 million dollars so the Federal government is paying \$6.2. In order to apply for this grant we had to first go out and solicit contract bids for the work and we were able to make tentative award to a local contractor, Lakeshore Paving so we can keep this \$5.7 million dollars of this work in the County. The remainder of the work, about \$500,000 is for construction oversight and quality assurance and that work will be awarded to our consulting engineers, C&S Engineers out of Syracuse.

Chairman Nazzaro: So this is for the acceptance?

Mr. Almeter: This is to accept the grant. A question always comes up as what hooks or caveats go with that? Accepting this grant carries the same 24 grant assurances that go with any other airport improvement program grant with the Federal government to include the obligation to maintain the airport for the useful life of the project. In this case, it's 20 years.

Chairman Nazzaro: When would this work be done?

Mr. Almeter: The work will be put under contract this fall but will not commence until May of next year. The reason being is we have to close the main runway to do the work and we want to minimize the amount of down time that the airport is out of service or the main runway is out of service.

Legislator Harmon: What will be the actual down time be?

Mr. Almeter: About three months.

Chairman Nazzaro: That's a long time.

Mr. Bentley: But we have the two runways so you can work on the one end.

Mr. Almeter: Right. All but about two weeks of that, we will be able to continue to operate from the crosswind runway, the shorter of the two runways because the two runways intersect, of course there is a period of time during which both runways will be closed and that's probably about two to three weeks.

Legislator Harmon: Will the shorter runway be able to accommodate the larger planes that come in or is that going to be an issue?

Mr. Almeter: It will be an issue for a small sub-setter(?) aircraft to use the airport. The largest aircraft that have a large (*inaudible*) takeoff weight and require the extra distance. Part of the reason for doing it in the summer of course is, it's really the best time to be doing the civil work but it's also the timeframe which the aircraft are under the least restrictions so, most of the larger aircraft can use the crosswind runway. Of course, we'll try and steer the business to the Dunkirk airport if they can't use Jamestown.

Chairman Nazzaro: When was the last time that was reconstructed?

Mr. Almeter: Late 90's. I don't know the exact year.

Chairman Nazzaro: So it's been over 20 years.

Mr. Bentley: The intersection hasn't been worked on for –

Mr. Almeter: Yes, there is actually a piece of the crosswind runway that never got reconstructed. I shouldn't say never but not within the last 30 years so that is included in the scope of this project and that's part of that two to three weeks that it's going to take to rebuild that intersection.

Legislator Harmon: Will there be any safety issues between now and May of 2022 when that construction is going to happen? I know that things deteriorate quickly and that may be a safety issue.

Mr. Almeter: Fortunately we have money in our operating budget to cover that. Of course we get inspected every year by the FAA. The next inspection is coming up here in September. Last year they took issue with the painting on this runway that's about to be torn up and rebuilt and we put 250 gallons of new paint on two months ago to deal with safety issues.

Legislator Harmon: O.k., pretty stringent when it comes to (*cross talk*).

Mr. Bentley: The reason why it's coming to Audit & Control is late is that we just got this emailed to us yesterday morning so unfortunately it did not get a chance to go through Public Facilities but the Airport Commission had heard about this before. They are in full support. I know that Mr. Odell had emailed out his support yesterday to the committee here so everybody is aware of this and is in favor of this. I would like to have put it through the normal process but they need it back by August 20th which would make it too late for the August meeting. So that was the necessity for bringing it here today under emergency.

Mr. Almeter: There is also some costs associated with this project. Preparatory to applying for the construction grant, of course, we had to design the runway reconstruction, that was a half a million dollar project fund on the 95/5/5 formula with the FAA and there was a pavement management study that was done three years ago which was an additional \$300,000. So there is about \$800,000 in some cost even before we start construction.

Chairman Nazzaro: Just a budgetary question. I'm looking at Kathleen or you can answer. How does the reimbursement work for these? Because we're making a budget amendment to increase appropriations in the 2021 budget and revenue by the \$6.2 million. The project is not going to be done until next year so do we get the funding in stages as the project is completed and if that's so, why is it going in the 2021 budget? When do we actually get the money because the project won't be done until 2022?

Mrs. Dennison: The amendment is to create a capital project so it doesn't have to be completed in calendar year 2021.

Mr. Almeter: The Federal government has to obligate it. (*cross talk*)....

Chairman Nazzaro: O.k., so it will roll into the 2022 because its capital.

Mr. Almeter: The Federal government knows we're not going to start work until 2022 but they have to obligate the funds under the appropriating legislation this year.

Chairman Nazzaro: So do they reimburse us as we complete the project or upon the completion?

Mr. Almeter: We make periodic draws, monthly draws.

Mr. Bentley: Yea, certain time periods. There is a system where we go in and submit our invoices, our cost. I think we get up to what, 90% or 95%.

Mr. Almeter: Yes, as we progress the job, we can make draws up to 90% and then at final acceptance and closeout, we get the last 10%.

Chairman Nazzaro: Now if there are cost overruns, change orders, how does that work because it's a big project, it's being done next year, we all know the cost of supplies, cement, all those things and they are not going down any time soon so how does that work? Like, if the project ran \$7 million, then what happens?

Mr. Almeter: There is two parts to that question. The job was advertised or the contract was advertised as construction start in spring of 2022 so contractors knew to put in contingency in their bids. If there are differing site conditions which is what we encountered not too long ago in Dunkirk, then the contractor submits a change request. Our engineering consultant is supposed to come to us and get concurrence before or make a recommendation with regards to that change, then we take it forward to the FAA and the FAA does have contingency money to deal with

differing site conditions if we run into that. The situation in Dunkirk that we encountered recently was bit of an anomaly because the consultant didn't come to us.

Chairman Nazzaro: Yes, that's why I asked.

Mr. Bentley: But then we'd also have to do resolution to increase the budget of that was a cost increase so it would come back here as well.

Chairman Nazzaro: Any questions from the committee or comments?

Mrs. Dennison: I don't know if the version you have has the complete project number on it.

Deputy Clerk Ames: The one that I did just pass out to everybody has the updated online account numbers. So the resolution that they will sign is already been corrected.

Mrs. Dennison: So the project, slash, department number at the bottom it should be H.5610.25218.4, revenue it's a different account but thank you Olivia. We didn't have the project number yesterday morning but glad that Olivia got it in your version.

Chairman Nazzaro: That's a good win, no local share.

Mr. Bentley: It would have been \$300,000.

Mr. Almeter: That's a lot of work for a local contractor.

Chairman Nazzaro: Any other questions or comments?

Unanimously Carried

Proposed Resolution – Authorizing Contract for 2022 Administration of Chautauqua County Self-Insurance Plan (Worker's Compensation)

Ms. Crow: These are the two annual resolutions to set the Worker's Comp administrative costs that's charged to the Worker's Comp plan and then also set the plan budget for next year for all the participants. The administrative costs increased about 4.9%. The administrative costs are comprised of the work of the Insurance office here, Dennis Brooks and his staff as well as a little of my time and our cost of the actuarial services that we need annually to complete the audit. Those remain the same, the cost increases where just the typical administrative cost increases.

Chairman Nazzaro: O.k., seems pretty straightforward. Any questions or comments?

Unanimously Carried

Proposed Resolution – Authorizing 2022 Levy of Participant’s Share of Chautauqua County Self-Insurance Plan (Worker’s Compensation) Costs

Ms. Crow: Overall these plan costs for 2022 are projected to come down compared to the 2021 budget. It’s primarily due to, Dennis has been doing a good job, the duration of the time he’s been here settling claims and reducing our future exposure so we have continued to see a reduction in our annual claims expense so we’re able to reduce the budget for the regular claims. Additionally we were able to reduce our excess Worker’s Comp a little bit. We’re essentially going to be self-funding, so to speak, that, so we were able to reduce that cost by about \$30,000. Then we also saw a reduction in our quarterly Worker’s Comp board fees so overall good news.

Chairman Nazzaro: We like good news when we get it. Any questions or comments?

Legislator Gould: The town I live in is awful high compared to others towns and I realize they had a fireman accident a few years ago. How long will it be before that goes low?

Ms. Crow: The local law allows – it takes into consideration five years of claims experience so part of the allocation is based on your prior five years claims experience and then the other portion is based on the valuation. So, additionally if the valuations went up particularly more in one municipality compared to another that could also impact their share of the total plan cost. Now most everyone went down from last year because the whole plan cost went down. But if anyone has any questions on their specific municipality, I would say to contact Dennis and he can give you - in general, we would know like for a claim like that, that might be ongoing.

Legislator Gould: Yes, it might be forever.

Ms. Crow: Well, it’s capped now. There is not a – the claims don’t go in perpetuity anymore. The State changed the law on that so there is a cap for the length of time on claims. He can give you more specific information on any particular municipality in terms of their claims experience so it’s better to contact Dennis.

Legislator Gould: Have him email me on Harmony.

Ms. Crow: O.k..

Legislator Niebel: Jay, your question is on Harmony, Sheridan is also high. It’s almost as high as, well, actually it’s higher than Harmony. We had the same thing, we had a situation with a fireman in town. You are just saying it takes a while, Kitty, for this to come down?

Ms. Crow: We’re always looking at the prior five years’ experience so at some point, those claims will drop off but I can’t say if new claims are going to be added on so it’s always a some are dropping off, we have some new ones, sometimes you have an outstanding claim, it might not have any expenses one year but they might have expenses the next year even though the claim is not closed out, it doesn’t mean that it always has expenses every year.

Legislator Niebel: So the old claims do start to drop off after five years?

Ms. Crow: The claim has a designated period of time until which the claim is closed. So, if there is expenses against that claim and the prior five years that will impact the current year's allocation.

Chairman Nazzaro: I would be interested to know what the law says now and how long a claim – I know I did read somewhere that it had changed.

Ms. Crow: I forgot exactly –

Chairman Nazzaro: But if you have a claim it can remain open for years.

Ms. Crow: I'll ask Dennis and let you know before the end of the meeting. I want to say 10 years, but I really don't know.

Chairman Nazzaro: I would be interested to know because obviously Jamestown is half of this, not half, but a good number. Does that go probably only a new claims that statue fact so if you had some old claim that's been out there – if you have a claim, maybe the one that you are talking about Jay, I don't know the details but if it was prior to when that change was made, that could go on for a long time.

Ms. Crow: I think some of the ones that we had that were still life time benefits are gone or they've been settled. I think that we don't have any left of those but I will verify.

Legislator Niebel: If we have specific question, check with Todd?

Ms. Crow: Check with Dennis.

Chairman Nazzaro: But Kitty will email the committee on question about the change in the *(cross talk)*.

Ms. Crow: I'll message Dennis and let you know when I come back at the end of the meeting.

Chairman Nazzaro: O.k., any other questions or comments?

Unanimously Carried

Proposed Resolution – Quit Claim Deeds

Ms. Meleen: This is another Land Bank demo. The current person who's interested in it would like to possibly make it, build like a garage or shed or use it for parking. They own on one side and their parents own on the other side so they are just looking at making it better for the neighborhood.

Legislator Niebel: This is vacant land on Barrow Street?

Ms. Meleen: Correct.

Legislator Niebel: Taxes haven't been paid since 2015.

Ms. Meleen: I have 2014.

Legislator Niebel: Yes, 2014 is the last time they paid. I don't have any questions on this.

Chairman Nazzaro: Any questions?

Unanimously Carried

Proposed Resolution – Authorize Early Voting Expansion Grant Award from the New York State Board of Elections

Mrs. Sanderson: We have received 2 grants from the New York State Board of Elections. We were lucky to be awarded these and that's why they are coming to you quickly and we appreciate that, thank you. The first resolution which we're talking about is the early voting expansion grant which there has been a new election law that we have to put in early voting poll site in our heaviest populated area which would be in the Jamestown area. So we will be utilizing the Robert Jackson Center as an early voting site there. With that being said, we'd have to supply on the demand ballot printers, electronic e-poll books and we will need (*inaudible*) and those kind of things. So those funds would be used towards that expansion in that area.

Chairman Nazzaro: Any questions?

Legislator Niebel: This doesn't backup the time for early voting, this is just for an additional site in the City of Jamestown?

Mrs. Sanderson: Correct.

Legislator Niebel: When does early voting start for Chautauqua County? Again, is it 10 days or -

Mrs. Sanderson: It's for every election.

Legislator Niebel: I understand that but as far as a time period.

Mrs. Sanderson: It's 9 days before the general election. So a week in October and go to the 31st of October. So 9 days prior.

Chairman Nazzaro: Other questions? The only thing that I have, the grant is for the period of April of this year through January 27, 2023, is this the entire amount of the grant or are we recognizing the entire grant in 2021 budget or will this portion be in the 2022 budget as well?

Mrs. Sanderson: We do intend on expending all this money in 2021.

Chairman Nazzaro: O.k., for all the material so that's why the entire grant is in the 2021 budget?

Mrs. Sanderson: Correct.

Chairman Nazzaro: O.k., just wanted to validate. It's my job, I guess.

Legislator Niebel: It goes through January 28, 2022.

Chairman Nazzaro: It's 2023.

Mrs. Sanderson: I do believe there is a second grant that's 2023. There is the TIER grant.

Chairman Nazzaro: Oh, did I look at the wrong resolution? Alright, I jumped ahead. That will be my question for the next resolution.

Mrs. Sanderson: O.k., it will be the same answer.

Chairman Nazzaro: Same answer, so I won't ask. Thank you Terry. Any questions on this?

Unanimously Carried

Proposed Resolution – Authorize Technology Innovations and Election Resources Grant Award from the New York State Board of Elections

Chairman Nazzaro: This is the \$123,000 grant.

Mrs. Sanderson: Correct. Again, this grant is more of a capital grant so the eligible expenditures would be like our voting machines, updated software, any of those types of items. Our voting machines, at the time we do have a current capital project in place but we are short in that capital project 37 machines. So this grant will be used to help assist filling that gap between the project and what we eliminated from the project. The machines are \$10,900 a piece so that will use up the majority of the grant leaving a small bit where we will be able to use for any equipment needed for the new voting machines.

Legislator Harmon: What is the longevity on these machines? Do they have a life cycle on these things?

Mrs. Sanderson: Our previous machines that we have for 10 plus years and they are going obsolete. In fact, we're just having an issue finding ink that will work in the back of our machines which we have to have to be ADA compliant. That will allow anybody who if unable to use the front of the machine can use the back of the machine and vote that way. So, fortunately I don't have that year.

Legislator Harmon: I was just throwing that out there because I don't know. It's always been a question, how long do they last? Do they last forever, they don't last forever?

Mrs. Sanderson: We've been very lucky that we have been able to maintain our voting machines in-house majority of the time. We do have Dominion(?) who supports and local and will come up and maintain those voting machines. So that does help with the life span of the machine.

Legislator Harmon: How often are they inspected for accuracy or any update of software or whatever they need?

Mrs. Sanderson: Every election.

Legislator Niebel: How is the grant amount determined? Did the State tell you how much you were going to get?

Mrs. Sanderson: Yes.

Legislator Niebel: Or did you submit an application for this amount?

Mrs. Sanderson: No, we were lucky just to be awarded and they had their own calculations throughout the counties throughout New York State and that's what we were awarded.

Legislator Niebel: If you know, based on population, based on registered voters?

Mrs. Sanderson: I believe it's on registered voters, yes.

Chairman Nazzaro: Good information. Any other questions or comments?

Unanimously Carried

Proposed Resolution – Amend 2021 Budget – District Attorney Crime Victims

Mrs. Contiguglia: This resolution is to amend the 2021 budget for the Crime Victims unit within the District Attorney's office. The Crime Victims were awarded a grant that included a line for equipment. The equipment they would like to purchase is surface pro laptops so that they can use them when not in the office. They have remote access to our database so that they can access the case notes when in court or when meeting with victims just in public areas. This revenue was not included in the 2021 budget so we'd like to increase the equipment account and also increase the revenue accounts. Eighty percent of it is Federal aid and 20% of it is State aid. I would like to indicate that on the MIS, there was a typo for the funding source. It says right now local and Federal but it should have been Federal and State. The resolution does state, State and Federal but I just wanted to note that on the MIS. We checked the wrong box.

Chairman Nazzaro: Pretty straightforward. Any questions or comments?

Unanimously Carried

Proposed Resolution - Authorize Acceptance of the Gun Involved Violence Elimination (“GIVE”) Grant Funds for 2021-2022

Mrs. Contiguglia: This is a grant awarded by the New York State Division of Criminal Justice Services. It’s a grant that the D.A.’s office along with the Sheriff’s organization, the Probation Department and the Jamestown Police Department have received for about 15 years. The total award is \$193,463 and the Jamestown Police Department will be executing their own contract with New York State for their total award of \$72,221. This resolution is to accept the Chautauqua County portion of the grant which is \$121,242. The breakdown between the D.A.’s office, the Sheriff’s office, and Probation is: D.A.-\$83,306, which pays for about 75% of an ADA salary devoted just to prosecuting narcotics and fire arm felonies. The Sheriff’s office gets \$27,436 which pays for a portion of a Field Intelligence Officer salary, and the Probation Department is receiving \$10,500 to purchase some specialized equipment for them to also access their date base remotely and update their case notes while on scene for home visits. So we’re asking that you approve the acceptance for a total of \$121,242. The grant runs from July 1, 2021, through June 30, 2022. We have included the revenue in the 2021 adopted budget for the portion this is in 21’ and then we’ll be including the revenue in the 2022 budget for the portion that is going to be in 2022.

Chairman Nazzaro: You answered all my questions. Any questions or comments from the committee? Mr. Schmidt, anything you want to say?

Mr. Schmidt: Towards this, no.

Chairman Nazzaro: O.k., all in favor?

Unanimously Carried

Proposed Resolution – Authorize Execution of New York State Office of Homeland Security Grant for Public Safety Answering Point (PSAP) FY20

Legislator Nazzaro: O.k., this was amended in Public Safety. Everyone has the amended version on front of us.

Mrs. Swan: This is an annual grant that we receive. This year we received notification of our grant award significantly later than usual. We did have it plugged into the 2021 budget. This is to offset the cost of straight time for 5 of our dispatchers. The amount that was plugged into the 2021 budget is actually less than the actual grant amount that we were awarded so we are amending the budget in GRNT to reflect the increase in that grant amount and we are decreasing our use of local share to match that amount.

Chairman Nazzaro: So we’re decreasing the use of general fund balance.

Mrs. Swan: Correct.

Chairman Nazzaro: I love it when I hear that. Any questions or comments?

Unanimously Carried

Proposed Resolution - Authorize Memorandum of Understanding with the City of Jamestown

Under Sheriff Braley: Captain Telford has been involved in this from the beginning of these negotiations so I'll let him address the resolution and answer your questions.

Captain Telford: Just a little history to lead up to this proposal is, the Sheriff's office is housed computer aid dispatching and police records management for close to 30 years now. This covers all of the law enforcement agencies in Chautauqua County except for the State Police. What this proposal is, is, Tyler or New World also has a fire records module that has never been picked up or used in Chautauqua County. So the proposal is that the City of Jamestown is in desperate need of a records management system. Theirs is many years old so they are looking to purchase the software. We, the Sheriff's office, would actually make the purchase, be reimbursed for the software by the City of Jamestown and this would allow our CAD system to integrate with their records management system. So, instead of going back to the fire station after a fire call or EMS call, they would go back to their computer station, everything from our dispatch center would automatically be plugged in and then they could electronically submit their fire records and EMS reports a lot more efficient. So the agreement that has been proposed is, because the Sheriff's office has had a long-standing association and agreement with Tyler in New World is that we would purchase the software initially, we would be reimbursed the – about a \$100,000 for that software by the City of Jamestown, in full. The Sheriff's office would pick up the recurring maintenance fees of approximately \$11,000 per year because we are going to house it, maintain it, do any updates on the software that comes forward and we plan on using wireless 911 money to cover that \$11,000 each year.

Chairman Nazzaro: So we are helping the City here by using our relationship and contract that we have.

Captain Telford: Correct.

Chairman Nazzaro: And then, again, as you just pointed out, we're funding the annual maintenance of that.

Captain Telford: That is correct.

Chairman Nazzaro: So they are getting a benefit which is good.

Captain Telford: They are and there is another component to this. So outside the City of Jamestown with fire departments, they all have to file PCR's or personal care reports after every EMS call. All the volunteer departments, the City of Dunkirk, they use different software for that but there is a part of this purchase that would enable all those departments also to be able to go back to their station, draw the data from our CAD system and file their PCR's or personal care reports electronically. There was a chunk of money that a lot of the departments have asked us

over the last couple of years, can we sign up and tie into your CAD system but there was a chunk of money that is part of fire records that we never had. We weren't able to front that money to assist the volunteers so we have put them off. With this purchase through the City of Jamestown, that will enable the volunteer departments to tie into our CAD system. So not only is it a benefit to the City, I see it as a benefit to the volunteer departments also.

Legislator Harmon: How long – is this something that is going to take some time for these smaller municipalities, volunteers to get the stuff that they need to send to you or will they have to change all of their *(inaudible)* trickle down to the local municipalities to make up *(inaudible)* changes to get what we need to do?

Captain Telford: So, once this fire records purchase is made and the software is installed and I will try and explain this because I think I finally understand it. If Fredonia and Silver Creek and Cherry Creek use Fire House as their reporting system. There is an additional one time set up fee of, I believe around \$1,000 to \$1,500 for Fire House. So anybody on Fire House can then jump on it. Our plan is, if those fire departments want to join on, they are going to have to come up with that \$1,500. If the next four departments use a different private company and I don't have it off the top of my head, \$1,000-\$1,500 set up fee. Once that's set up, my understanding is that it is good to go indefinitely.

Legislator Harmon: Has this been introduced to municipalities, townships, what you guys want to do?

Captain Telford: It has not officially. We're just waiting on this approval and once we get this ball rolling, then I will work with Noel Guttman in Emergency Services to get the ball rolling out to the volunteers.

Legislator Gould: I just have a statement. We're giving the City credit or carrying them on this? They are charging it to us?

Captain Telford: No, we will make the initial purchase and then the agreement says that within 60 days they will reimburse us for the full amount of the software.

Legislator Gould: What if they don't? We're having a little trouble with Fly Car right now in not getting reimbursed like the City agreed to. I'm having a hard time supporting this because of that. I feel that it's a very important project but I will probably support it but I have a very, very hard time issuing credit to the City of Jamestown at this point.

Captain Telford: I think at this time we would defer to the Law Department to see what our options are at that point.

Chairman Nazzaro: We're going to act on this here and then the full Legislature and then I'm assuming it will then go to the City Council in Jamestown? Have they voted on this yet?

Captain Telford: They have voted and approved it.

Chairman Nazzaro: So the City of Jamestown has approved this and to reimburse the County?

Captain Telford: That is correct.

Chairman Nazzaro: I know this says fire and you mentioned the word PCR and so forth. I know that's been an issue on the ambulance billing side. Does this at all help at all with any of that? Is there any benefit to the ALS service and the billing?

Captain Telford: Billing, I don't know. The PCR's, it should.

Chairman Nazzaro: Which they need because they didn't have the PCR – they were doing it manually.

Captain Telford: So now, it's my understanding and I have not seen it but my understanding is when the Fly Car or the County ambulance goes back to their station, they can log onto their PCR computer program and draw all the data, when the call was received, what the address was, when they were in route, when they were on scene, any of the narrative that was entered into that call, so it gives them a head start on their PCR's. They then complete what care they took with that person and hit send and it goes to Albany.

Chairman Nazzaro: So this definitely be a benefit besides all the other benefits that you pointed out, this definitely will be a benefit to assist so they can bill electronically for the services.

Captain Telford: I believe so.

County Executive Wendel: One of the things the e-PCR does is when you log into your care, there are certain criteria's that will assist as they said, in the billing cycle. For example, one of the things to bring a smile is, hit by a UFO, but it's interesting though that each one of those treatments that take place does help into a larger file of codes. Insurance codes are what's driving so yes, this will aid the City to have a smoother, I believe Chief (*inaudible*) mentioned that during our talks that this will help integrate their billing system.

Chairman Nazzaro: And I understand Legislator Gould's concerns but I think we've established a good relationship with Jamestown so they will pay.

Legislator Niebel: And the City Council has approved this. I'm in favor of this although I understand Mr. Gould's concern.

Chairman Nazzaro: Any other questions or comments?

Unanimously Carried

Proposed Resolution – Consolidated Appropriations Act Funding for Older Adults in Chautauqua County

Mrs. Spanos: I want to introduce Diana Songer. She is being promoted to our Accounting Supervisor. You know that Josh left in March and so we're very happy to have Diana and I promised her at this first meeting, I wouldn't make her talk.

The first one is the American Rescue plan funding for older adults in Chautauqua County.

Chairman Nazzaro: Yes, for \$61,000.

Mrs. Spanos: Oh, the \$61,000? This is actually coming through the Consolidation Appropriations Act. I was told that some of this money came right from the CDC to help with the vaccination efforts that our office helped with. We had about 6,000 calls between January 15th and March 15th to assist people with their vaccines and it's an ongoing thing. We're helping the Department of Health. Actually given our nurse to help do in-home vaccinations. There was also a lot of more work at our ADRC which is our New York Connects taking all the calls about vaccine. Everybody in the County was directing people to them. So, this pot of money, well, the two bottom ones, VAC 5 and ADRC, are for the vaccine efforts and then the HDC is a recognition of the increased nutrition and meals that we have been putting out to help older adults who were sheltering at home. So, this is all going to support the meals program and our vaccine effort. I did put this all in contracts because we could have our, for this year anyway, we had all of our personal costs covered but there were goods and things that we used with our contractor so I thought that was the best place to put this money and there is no local share associated with this.

Chairman Nazzaro: So these funds have already been utilized?

Mrs. Spanos: Diana is still getting up to speed and we're trying to get our County budget done so we can use these funds until 9/30/22, so I wanted to get them in so if we have a shortfall, we can use them this year. So, we could go back to, for this, we could go back to actually 12/27/2020, so the first of the year we can go back to for this.

Chairman Nazzaro: So the entire amount is being put into the 2021?

Mrs. Spanos: For this one, yes, I did put the entire amount. No, because it's \$70,000 for the HDC 5. What I did was I looked at the total number of months. So 12 months and then the 9 months and I split it up and put what we could use in this year's budget.

Chairman Nazzaro: So the HDC 5 funding is like \$30,000 over to 2022?

Mrs. Spanos: Yes.

Chairman Nazzaro: Then the next one, the VAC 5 –

Mrs. Spanos: Will have about half and half.

Chairman Nazzaro: Right so you are showing the allocation here.

Mrs. Spanos: Right because that one didn't start till 4/1.

Chairman Nazzaro: So a portion will be in 2022?

Mrs. Spanos: Right.

Legislator Niebel: Because the grant goes to 9/30/2022.

Mrs. Spanos: But I wanted to get it in this year's budget, what we could do if we had a shortfall or we had expenses that we need to help people that we could charge it this year but we don't have to use it. So we can carry it until 2022.

Legislator Niebel: It's a two year grant.

Mrs. Spanos: It's money to support the activities that we are doing to help older adults stay safe. Get their vaccines.

Legislator Niebel: Over a two year period?

Mrs. Spanos: Yes, until 9/30/2022.

Chairman Nazzaro: Any questions or comments?

Unanimously Carried

Proposed Resolution – American Rescue Plan Funding for Older Adults in Chautauqua County

Mrs. Spanos: This is actually a three year, until 2024, that we have to use this funding. You can see that it is a very significant amount. Three B relates to a lot of different – it could be home care, it could be our operations, it could be our contracts, legal services, transportation, there are so many things that fall under 3B. 3C1 and C2 relate again to the home delivered meal programs and the congregate meal programs, as people are coming out of the pandemic, we're trying to get our meal programs up and running, our congregate meals. We plan on expanding our restaurant dining program which is very popular especially with upcoming seniors. We have restaurants around the County where they get tickets from the Office for the Aging and then they can use them at participating restaurants and costs are going up, food in this time has been going up so we do need to increase our contractors. 3D refers to exercise and wellness programs. We have some of those things that have gone virtual but we are trying to get all the in-person things back up and running. Get our volunteers back in place. 3E has to do with care givers, supporting care givers and they have been really strained in this time with adult day care closing, having to keep their loved one at home, so there is a lot of things that we can do with this funding. I will tell you that when I wrote this resolution to be very honest, I was told by the State and Feds that there was no local match. When it was actually written by Congress, they, whoever, wrote the things mirrored the Older American's Act which does require a match. The State and our Federal oversight believes this is an error and they are going back to Congress. The State says that we are overmatched in all the meals programs so no local share would be required. For the other three,

we don't have to use a monetary local share for them and they are committed to working with us if this stands and we should know before we finish County budget whether this requirement of local share. It just seems strange because all of the other American Rescue Plan funding isn't requiring this. We think that it was a technical error but we should get clarification. I just don't know when that will be. But again, we're only putting a portion in this year's budget so that we can use it if we need to and we will know before the County budget if finalized if there is any additional local share, but there are so many different things. We had a call at the State after they – they got the NGA's, the notice of grant awards first and then we get program instructions later and that's when, oh my goodness, they told us there was no local share but the program instruction says differently. So, they said to us, there are so many different things we can use volunteer time, it's a little harder to get that all down on paper but they are willing to work with us whether some of our sub-contractors like adult day care, they do their own fund raising. We can use their fund raising dollars as local match, so it doesn't have to be local – you putting in more money to our budget and I'm very confident that we can get this without increasing our local share.

Chairman Nazzaro: Thank you for your transparency on that. If there is any change, if we get it in time for the 2022 budget, then we'll incorporate that.

Mrs. Spanos: And I expect that we'll get it soon.

Chairman Nazzaro: These are all very positive initiatives for the seniors in Chautauqua County. I have family that lives in Florida and my brother has been going through some health issues right now and I wish they had the programs down there that we have here. New York State, particular in Chautauqua County because we provide such great services and support. Until you have to look for those services, sometimes you take things for granted. So, you really do great work.

Mrs. Spanos: Thank you. One of the things that I just talked to P.J. about was, we did give a mid-year increase to all of our home care agencies. I don't know if you are aware of the care crisis that we have in this country with licensed and certified home care agencies. We use licensed home care agencies and we actually dictate what we pay them. Last year as we were going into talks with them around December, we gave them a 3% increase but I also did a study of what other counties in our region and across the State are paying. Especially for our Level 2 care which is hands on care, to provide that. We were very low. We told them back when we were negotiating, they are having a horrible time recruiting home care aids because they are paying \$12.50. You can go to McDonald's and –

Legislator Niebel: It's \$15.00 an hour.

Mrs. Spanos: Right. The biggest problem is Medicaid doesn't pay enough and they are trying to resolve that too under this next funding bill that is coming through Congress right now with the Jobs Act. So we bumped the up just 3% additional mid-year for the Level 2 which was really lagging. It was under, it was about 21 – it wasn't too much difference between our Level 1 and our Level 2. I can get you the numbers but it was about a 3% increase mid-year. We're still formulating what other things we want to do. Connectivity for older adults in our Home Care

program, I think is really critical to do. Devises and helping them get internet access. I'm talking to the City of Jamestown about municipal wifi and how we can support that long term. There is CDBG money, but, it's all about getting devices and teaching people. So we want to start with people in our Home Care programs, getting devices, having them connect to doctors. There is actually some reimbursement under Medicare for chronic care management. So us going into the home and working with physician offices so I see a long term sustainability funding to do technology and get that older adult population connected.

Chairman Nazzaro: Thank you.

Legislator Niebel: Was 3E the exercise component.

Mrs. Spanos: 3E is care givers, 3D is exercise. That is pretty much the smallest amount. We did some things with Channel 5 to do virtual here in Mayville.

Legislator Niebel: 3D was the exercise component?

Mrs. Spanos: Yes. Exercise and wellness.

Chairman Nazzaro: Anything else from the committee?

Unanimously Carried

Proposed Resolution – Authorize Use of Lake Erie Management Commission Capital Project
H.8020.37011 Funds to Co-Fund Barcelona Harbor Dredging

Mr. McCoy: A few months ago the Town of Westfield approached the Lake Erie Management Commission for some funding assistance to help restore the functionality of Barcelona Harbor. Barcelona Harbor get quite a bit of use, unfortunately the weather on Lake Erie has been a little crazy the last few years. We had two severe weather events, one in 2019 and one in 2020. They were called a surge where the water in the lakes sloshes from one end to the other. Water level in the Cleveland area went 5 foot low and it went 5 foot high in Buffalo and on top of that there was 16 foot waves. So storms of that magnitude have the ability to throw an awful lot of sediment around and much of it was thrown up and over the wall and into the Federal channel that allows access in and out of the harbor. The Town has worked very hard putting divers in the water, hooking cables to the trees and whatnot that they can pull out of there and they've got some of that out. The harbor is being used but there is damage being incurred to some of the larger vessels that go in and out. So there is a collaborative effort to go in and use mechanical dredging, land based dredging, if you will, walk out an excavator out onto the sediment and hoe it out of there to (*inaudible*) can be reached with a long stick excavator and open up the channel.

Chairman Nazzaro: Any questions or comments?

Legislator Gould: How much is Westfield paying?

Mr. McCoy: How much is Westfield paying to this?

Legislator Gould: Yes. You said we're sharing some of the cost, how much is Westfield throwing in?

Mr. McCoy: About \$20,000.

Legislator Gould: About the same.

Mr. McCoy: Yes. We're covering primarily equipment rental costs and permitting costs.

Legislator Gould: Is it going to be removed or are we going out and dumping it back into Lake Erie so it can float back in at the next storm?

Mr. McCoy: Well, it would be nice if we could take it out into Lake Erie but we can't throw it that far. They said they are going to stack it up inside the harbor on the gravel bar that's there. It's a permit limitation, if you will. We would rather be able to haul it out and use for something beneficial like road building or other things that a township would use that stuff for.

Legislator Gould: I remember one time they did clean the harbor and they took it out in the lake and dumped it.

Mr. McCoy: That's been the standard practice.

Legislator Gould: I always thought that was kind of funny because in the next storm it came back in some places if not Barcelona, Dunkirk.

Mr. McCoy: That's a reasonable observation but I have to tell you, it's been a standard in the dredging industry. There is increased interest in beneficial reuse of these sediments. For instance, out in the western basin of Lake Erie in (*inaudible*), where they have a real harmful algae bloom problem due to all the sediment being washed off in that heavy agriculturalized area. Rather than taking out further into the lake where it can cause more problems, they are bringing it back and giving it back to the farmers so they can reuse it. It costs a heck of a lot more but, makes a little bit more sense.

Legislator Gould: I agree with you.

Chairman Nazzaro: So the resolution is to also reimburse the Town of Westfield for \$20,000? Is that what we are doing?

Mr. McCoy: That is correct.

Mrs. Dennison: My understanding of the resolution is that we're just spending \$20,000, isn't that right Dave? I mean, we're spending \$20,000 and Westfield is spending what it's spending?

Mr. McCoy: They are spending more than that. But we were going to give them up to the \$20,000.

Chairman Nazzaro: We're reimbursing, I thought the Town, up to \$20,000.

Mr. McCoy: Right.

Legislator Gould: But it's a \$40,000 job.

Mr. McCoy: I think it's around \$40,000. When you look at in-kind services, do you charge those out at the actual cost the township is incurring or do you look at what it would cost to have a contractor come in and do it. There is a big difference.

Chairman Nazzaro: Any further questions or comments?

Unanimously Carried

*Committee recessed for 5 minutes (10:07 a.m.)
Reconvened at 10:12 a.m.*

Discussion – Corporate Compliance – Debbie Zahn

Discussion - Audit Report – Bonadio Auditing Firm – Fn. Director Kitty Crow

Discussion - 5 Year Financial Projections – Kitty Crow

Other –

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

Unanimously Carried (11:20 a.m.)

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