

Agenda

Administrative Services Committee

June 20, 2023, 5:00 p.m., Legislative Chambers

Livestreamed on YouTube

Gerace Office Building, Mayville, NY

- A. Call to Order
- B. Approval of Minutes (5/15/23)
- C. Privilege of the Floor
 - 1. Proposed Resolution – Appointment of County Salary Commission
 - 2. Proposed Resolution – Confirm Re-Appointment – Jamestown Community College Board of Trustees
 - 3. Proposed Resolution – Authorize Amended Technology Innovations and Election Resource Grant Award from the New York State Board of Elections
 - 4. Proposed Resolution – Authorize the Amendment of the Absentee Ballot Pre Paid Postage Grant Award from the New York State Board of Elections
 - 5. Proposed Resolution – Authorizing Sale of Frank W. Bratt Agricultural Center in the Town of Ellicott Pursuant to County Law 215
 - 6. Discussion – Re-Organization of Finance Department – Kitty Crow
 - 7. Other –

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Appointment of County Salary Commission

BY: Administrative Services Committee:

AT THE REQUEST OF: Chairman Chagnon:

WHEREAS, Section 4.05 of the Chautauqua County Charter requires that there shall be appointed by the County Legislature a seven (7) member bi-partisan County Salary Commission to review and recommend the salaries of all County elected officials except those whose salaries are established pursuant to State law; and

RESOLVED, That the Chautauqua County Legislature hereby appoints the following individuals to the bi-partisan County Salary Commission:

Steve Abdella
276 Kiantone Road,
Jamestown, NY 14701

Frank "Jay" Gould
2828 Thorton Road,
Sinclairville, NY 14782

Vince Horrigan
225 Lakeside Drive
Bemus Point, NY 14712

Frank Beach
11 Lakefront Blvd.
Dunkirk, NY 14048

Daniel Heitzenrater
1092 Ivory Road,
Frewsburg, NY 14738.

Greg Krauza
35 E. Main Street Ste 2
Fredonia, NY
14763

and be it further

RESOLVED, That the County Salary Commission is requested to review and make recommendations to the Legislature by October 1, 2023 regarding the entire compensation package for elected officials, including salary, insurance, and mileage expense reimbursements.

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Confirm Re-Appointment – Jamestown Community College Board of Trustees

BY: Administrative Services Committee:

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

WHEREAS, resolution 129-95 authorized regional sponsorship of Jamestown Community College; and

WHEREAS, Resolution 129-95 created a community college region by the City of Jamestown, County of Chautauqua and County of Cattaraugus, with two appointments to the Board of Trustees to be made by the County Executive; therefore be it

RESOLVED, That the Chautauqua County Legislature does hereby confirm the following re-appointment to the Jamestown Community College Board of Trustees as follows:

Daniel Heitzenrater
1092 Ivory Road
Frewsburg, NY 14738
Term Expires: 6/30/30
(Re-Appointment)

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Authorize Amended Technology Innovations and Election Resource Grant Award from the New York State Board of Elections

BY: Administrative Services and Audit & Control Committees:

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

WHEREAS, the Chautauqua County Board of Elections received notice that the New York State Board of Elections amended the Technology Innovations and Election Resource Grant; and

WHEREAS, the State of New York will provide additional funding for a grant in the amount of \$104,015.29 for Contract #C004349-1110000 for the performance period of January 28,2023 through January 28, 2024; and

WHEREAS, these funds will be used by the Chautauqua County Board of Elections for actual expenses related to technology updates and equipment; and

WHEREAS, revenues and expenditures associated with this grant were not included in the 2023 Adopted Budget; now therefore be it

RESOLVED, That Chautauqua County Legislature accepts the \$104,015.29 from the New York State Board of Elections Technology Innovations and Election Resource Grant; and be it further

RESOLVED, That the County Executive is hereby authorized to execute Contract #C004349-1110000 with New York State to obtain these funds; and be it further

RESOLVED, That the Director of Finance is hereby directed to make the following changes to the 2023 Adopted Budget:

INCREASE APPROPRIATION ACCOUNT:

A.1450.----.2	Equipment—Board of Elections	\$104,016
---------------	------------------------------	-----------

INCREASE REVENUE ACCOUNT:

A.1450.R308.9007	NYS Aid—Other State Aid: Elections Grt	\$104,016
------------------	--	-----------

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

CHAUTAUQUA COUNTY
RESOLUTION NO. _____

TITLE: Authorize the Amendment of the Absentee Ballot Pre Paid Postage Grant Award from the New York State Board of Elections

BY: Administrative Services and Audit & Control Committees:

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

WHEREAS, the Chautauqua County Board of Elections received notice that the New York State Board of Elections approved the Amendment of the Absentee Ballot Pre Paid Postage Grant; and

WHEREAS, the New York State Board of Elections will provide funding for a grant in the amount of \$31,653.34 for the performance period of December 31, 2022 through December 31, 2023; and

WHEREAS, these funds will be used by the Chautauqua County Board to offset expenses related to cost of Absentee Ballot Pre Paid Postage; and

WHEREAS, revenues and expenditures associated with this grant were not included in the 2023 Adopted Budget; now therefore be it

RESOLVED, That Chautauqua County Legislature accepts the \$31,653.34 from the New York State Board of Elections; and be it further

RESOLVED, That the County Executive is hereby authorized to execute a contract # BOE01- T004574 - 1110000 with New York State Board of Elections to obtain these funds; and be it further

RESOLVED, That the Director of Finance is hereby authorized and directed to make the following changes to the 2023 Adopted Budget:

INCREASE APPROPRIATION ACCOUNT:

A.1450.----.4	Contractual—Board of Elections	\$31,654
---------------	--------------------------------	----------

INCREASE REVENUE ACCOUNT:

A.1450.----.R308.9007	NYS Aid—Other St Aid: Elections Grt	\$31,654
-----------------------	-------------------------------------	----------

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Authorizing Sale of Frank W. Bratt Agricultural Center in the Town of Ellicott Pursuant to County Law 215

BY: Administrative Services and Audit & Control Committees:

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

WHEREAS, the County owns the Frank W. Bratt Agricultural Center Building located at 3542 Turner Road in the Town of Ellicott, New York, part of the parcel identified by Section, Block and Lot number 336.00-1-35.1 (the Property); and

WHEREAS, the County is presently using only an outbuilding on the Property for County purposes and will subdivide the area in use from the larger unused parcel, which the County is not using for County purposes and does not anticipate a future need to use the Property for County purposes; and

WHEREAS, ownership and maintenance of the Property is a burden to the County, and the County will benefit from restoration of the Property to the County tax rolls; and

WHEREAS, pursuant to New York State County Law §215(5), upon a determination by the County Legislature that County real property is no longer necessary for public use the Legislature may, by resolution adopted by the affirmative vote of two-thirds of the total membership, sell and convey all the right, title and interest of the County in the property; and

WHEREAS, the County has caused an Environmental Assessment Form (the "EAF") to be prepared; and

WHEREAS, the County has determined that the sale of the Property (the Action) is an unlisted action under Part 617 of the General Regulations adopted pursuant to Article 8 of the Environmental Conservation Law; and

WHEREAS, the County has reviewed the EAF and analyzed and considered any relevant areas of environmental concern and the probable environmental impacts of the Action to determine if the Action may have any significant adverse environmental effects; now therefore be it

RESOLVED, That pursuant to New York State County Law §215 and Chautauqua County Local Law 7-75, the Chautauqua County Legislature hereby finds that it is no longer in the best interest of the County to own the Frank W. Bratt Agricultural Center property and that the Property is no longer necessary for public use; and be it further

RESOLVED, That the Action entails merely the transfer to the Purchaser of the ownership of an existing building and associated property with no change to the environment, facility, or property, such that: the Action will not result in an adverse impact to the Property, will not adversely affect any water body designated as protected pursuant to New York Environmental Conservation Law, and will not affect any non-protected existing or new body of water; there will be no significant adverse impact to existing air quality from the Action; there will be no substantial adverse environmental impacts to plants and animals from the Action; the Action will not cause a significant adverse effect on aesthetic resources in the area; the Action will not adversely impact any site or structure of historic, prehistoric or paleontological importance; the Action will not adversely impact open space or recreation; the Action will not entail any adverse impact on transportation; there will be no adverse impact from the Action on the growth and character of the community or neighborhood; and the Action will have none of the adverse, significant environmental impacts referred to in Section 617.7 of Title 6 of NYCRR; and be it further

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

RESOLVED, That the County hereby determines, in accordance with the New York State Environmental Quality Review Act, Article 8 of the New York Environmental Conservation Law and the implementing regulations found at 6 N.Y.C.R.R. Part 61, for the foregoing reasons, that the Action will not have a significant potential adverse environmental impact and accordingly, does issue a negative declaration; and be it further

RESOLVED, That pursuant to Section 3.02(h) of the Chautauqua County Charter, the Chautauqua County Legislature hereby approves marketing and listing the Property, and the conveyance of the Property to the purchaser with the most responsible offer considering price and terms as negotiated by the County Executive, subject to the County's retention of aviation easements as may be required by the FAA; and be it further

RESOLVED, The County Executive is authorized to execute all contracts, deeds, bills of sale, and all other documents necessary to accomplish the sale of the Property.

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date