#### Agenda

#### **Public Facilities Committee**

#### June 20, 2023, 4:00 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 <u>Proposed Resolution - Modification of Membership of North Chautauqua County Water</u> District Administrative Board Proposed Resolution – Amend 2023 Budget to Implement the New Gerace Office Building Roof Restoration Project, Using Funding from the American Rescue Plan Act (ARPA) <u>Proposed Resolution</u> – Authorize Transfer of Capital Funds between Capital Accounts and Closing of Capital Accounts Proposed Resolution – Adjust D.5112-Capital Improvement Accounts <u>Proposed Resolution</u> – North Chautauqua Lake Sewer District SEQRA Determination Concerning the Reduction of Inflow and Infiltration in the District Proposed Resolution – North Chautauqua Lake Sewer District Determinations in Relation to Reduction of Infiltration and Inflow Proposed Resolution – North Chautauqua Lake Sewer District Capital Account Establishment in Relation to Project for Reduction of Infiltration and Inflow

Proposed Resolution – A Resolution Authorizing the Issuance of \$5,480,000 Bonds of the

Project

County of Chautauqua, New York, to Pay the Cost of the North Chautauqua Lake Sewer District Infiltration and Inflow Reduction

- 9. <u>Proposed Resolution</u> Authorize County to Apply for Grants and Loans on Behalf of the North Chautauqua Lake Sewer District for Inflow and Infiltration Repair
- 10. <u>Proposed Resolution</u> Authorization for the County to Apply for Grants on Behalf of the North Chautauqua Lake Sewer District for Review of Wastewater Treatment Plant Capacity
- 11. <u>Discussion Re-Organization of Finance Department Kitty Crow</u>
- 12. Other -

TITLE: Modification of Membership of North Chautauqua County Water District

Administrative Board

**BY:** Public Facilities and Audit & Control Committees:

**AT THE REQUEST OF:** County Executive Paul M. Wendel, Jr. and Chairman Pierre Chagnon:

WHEREAS, the Chautauqua County Legislature has erected and established the North Chautauqua County Water District (hereinafter referred to as District) pursuant to Article 5-A of the County Law, and

WHEREAS, in its Report recommending the formation of the District, the Chautauqua County Water Agency recommended that the administrative body of the District consist of nine members with the mayor of the Village of Brocton and the supervisors of the Towns of Portland, Pomfret, Dunkirk and Sheridan being ex officio members with the remaining members appointed by the Chautauqua County Legislature, and

WHEREAS, upon the Chautauqua County Water Agency recommendation, the Chautauqua County Legislature Established the Administrative Body for the District pursuant to Resolution 40-16 which consisted of the Mayor of the Village of Brocton and the Supervisors of the Towns of Sheridan, Dunkirk, Pomfret and Portland and the Chairman of the North County Industrial Water District No. 1 and 3 additional members to be appointed by the Chautauqua County Legislature, and

WHEREAS, the Chautauqua County Legislature desires to improve the oversight and efficiency of the District operation and remove any potential conflict of interest with the District customer CBI Water Works, and

WHEREAS, New York County Law §261 provides that a member of the county legislative body may be appointed as a member of a county district administrative body, and in furtherance of the County Legislature's oversight role, it would be advantageous to appoint county legislators to be members of the District board; and

WHEREAS, county districts established under Article 5-A of New York County Law are county agencies and not separate legal entities, and pursuant to numerous provisions of New York law, the County Legislature has extensive ongoing responsibility for the oversight of all county districts, including, but not limited to the following:

- 1. Designates the administrative head and their tenure can be an officer, board, or other body;
- 2. Approves all district budgets and amendments, including capital projects;
- 3. Approves all financing/bonding of district projects, which are guaranteed by the full faith and credit of the County;
- 4. Approves all user charges and assessments;
- 5. Approves all employee compensation and benefits, including the management salary plan and collective bargaining agreements governing district employees pursuant to the Taylor Law;
- 6. Provides for all general liability insurance and defense of district officers and employees, including the administrative head;
- 7. Provides workers' compensation coverage and administration for all County agencies, including the districts;
- 8. Approves all policies (including procurement policies) applicable to County agencies, including the districts;

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- 9. Adopts the Code of Ethics governing district officers and employees, including the administrative head;
- 10. Authorizes the delegation of contract approval to the district administrative heads;
- 11. Approves rules and regulations for the operation of county districts, including the manner of making connections and the construction of the facilities; now therefore be it

RESOLVED, That the District Board shall consist of seven (7) members with five (5) members being the county legislators from Districts 1, 2, 3, 5, and 7, and that the following two (2) persons are appointed as members of the administrative board of the District, to serve at the pleasure of the County Legislature:

- 1. David Hazelton, 133 West Main Street, Brocton NY 14716 Term to expire 12/31/2027
- 2. Richard Lascola, 265 Liberty Street, Fredonia NY 14063 Term to expire 12/31/2027

and be it further

RESOLVED, That members of the administrative board of the District shall receive no compensation for acting as such members, and be it further

RESOLVED, That the chairman and vice-chairman of the administrative body of the District shall be elected by and shall serve at the pleasure of the members of such board, and be it further

RESOLVED, That said administrative board shall have full power and authority to cause the project described in the District formation Map, Plan and Report to be constructed within the maximum amount authorized to be expended of \$11,750,000 and to operate and maintain the improvements constructed consistent with the November 17, 2015 Water Purchase/Water Supply Agreement among the County of Chautauqua, City of Dunkirk, Town of Portland, Village of Brocton, Town of Pomfret, Town of Dunkirk, Town of Sheridan and North County Industrial Water District No. 1, and be it further

RESOLVED, That said administrative board may enter into contracts as authorized by County Law Article 5-A within the scope of the District formation Map, Plan and Report and further authorizations which may be provided by the County Legislature with municipal corporations and other entities or individuals, and be it further

RESOLVED, That the chairman of the administrative board as authorized by the administrative board be and hereby is authorized and empowered to execute all necessary contracts, vouchers and legal instruments under the authority of the County Legislature and Article 5-A of the County Law.

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<b>Date</b>

CHAUTAUQUA COUNTY	
RESOLUTION NO.	

**TITLE:** Amend 2023 Budget to Implement the New Gerace Office Building Roof

Restoration Project, Using Funding from the American Rescue Plan Act (ARPA)

**BY:** Public Facilities and Audit & Control Committees:

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

WHEREAS, President Biden signed into law the American Rescue Plan Act (ARPA) on March 11, 2021, and this legislation contains a wide array of stimulus and recovery funding designed to ensure the nation's swift economic and public health recovery from COVID-19; and

WHEREAS, Chautauqua County received an award of \$24,649,420 in ARPA funding, all of which is available for general county spending based on the Treasury Department's revenue loss formula and other guidance; and

WHEREAS, an ARPA Spending Plan was thoroughly reviewed by an ARPA working group, the County Executive, and the County Legislature, and was adopted pursuant to Resolution No. 202-21; and

WHEREAS, some funds allocated in the ARPA Spending Plan are no longer needed for the originally designated project(s), and are now available for other projects, and a procedure has been established for the ARPA working group to review new requests for APPA funds and to allocate the available funds; and

WHEREAS, the New Gerace Office Building Restoration project fits within the guidelines for ARPA spending, is needed because of unforeseen catastrophic roof repairs necessary to prevent further damage to the Courthouse, and budget amendments are necessary to authorize spending for the project; now therefore be it

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

### **INCREASE APPROPRIATION ACCOUNTS:**

H.1620.xxxxx.4	Contractual—New GOB Roof Restoration	\$500,000
A.99509	Interfund Transfers—Transfer to Capital	\$500,000
	Total	\$1,000,000
<u>INCREASE REVENUE AC</u>	CCOUNTS:	
H. 1620.xxxxx.R503.1000	Interfund Transfers—Interfund Transfer	\$500,000
A.9950R408.9ARP	Federal Aid—Oth Fed Aid ARPA Funds	\$500,000
	Total	\$1,000,000

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<b>County Executive</b>	Date	

**TITLE:** Authorize Transfer of Capital Funds between Capital Accounts and

Closing of Capital Accounts

**BY:** Public Facilities and Audit & Control Committees:

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

WHEREAS, the Chautauqua County Legislature has allocated certain monies for capital projects and one of these capital projects came in under budget; and

WHEREAS, it is now known there is a need to purchase a crack sealing machine to be used at the Jamestown and Dunkirk airports; now therefore be it

RESOLVED, That the Director of Finance is authorized make the following changes to the Capital Budget:

#### ESTABLISH & INCREASE CAPITAL APPROPRIATION:

Contractual - Chautauqua County Airport - Crack
H.5610.25263.4 Sealing Machine (2023) \$38,500

#### DECREASE CAPITAL APPROPRIATION:

Contractual - Chautauqua County Airport - JHW

H.5610.25258.4 Articulating Boom Lift (2023) \$38,500

### ESTABLISH & INCREASE CAPITAL REVENUE ACCOUNT:

H.5610.25263.R503.1000 Interfund Transfers-Interfund Transfer \$38,500

#### **DECREASE CAPITAL REVENUE ACCOUNT:**

H.5610.25258.R503.1000 Interfund Transfers-Interfund Transfer \$38,500

; and be it further

RESOLVED, That the Director of Finance, after making the amendments stated above, close capital account H.5610.25258 for any further expenditures, and reconcile, post adjustments and begin capitalization as necessary; and be it further

RESOLVED, That, upon completion of audit and reconciliation of this closed capital account, any surplus or deficit will be adjusted to the appropriate Fund or Reserve for Capital.

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**TITLE:** Adjust D.5112-Capital Improvement Accounts

**BY:** Public Facilities and Audit & Control Committees:

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

WHEREAS, Chautauqua County's transportation system, which includes roads and bridges, is essential to everyone and it contributes to economic development, job creation and to quality of life; and

WHEREAS, proper maintenance and funding are essential to keeping our roads and bridges in good repair; and

WHEREAS, the Chautauqua County capital budget includes \$4,567,359 in CHIPS Funding for capital improvements; and

WHEREAS, New York State has adjusted the 2023-2024 CHIPS appropriations for Chautauqua County to \$5,101,667.43; and

WHEREAS, the Chautauqua County capital budget includes \$1,275,527 in PAVE-NY funding for capital improvements; and

WHEREAS New York State has adjusted the 2023-2024 PAVE-NY appropriations for Chautauqua County to \$1,285,494.89; and

WHEREAS, the Chautauqua County capital budget includes \$850,351 in Pave our Potholes (POP) funding for capital improvements; and

WHEREAS, New York State has adjusted the 2023-2024 POP appropriations for Chautauqua County to \$856,996.60; and

WHEREAS, New York State has recognized the need for additional funds due to extreme winter weather and it has appropriated funds under the EWR program in the amount of \$841,994.40; and

WHEREAS the County's budget should be amended to conform to these adjustments to funding; now therefore be it

RESOLVED, That the County Executive be and hereby is authorized to execute all necessary documents on behalf of Chautauqua County with New York State, in connection with the funding; and be it further

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

### INCREASE REVENUE ACCOUNTS:

D.5112.391.R350.1000	New York State Aid-NYS Aid CHIPS	\$	534,308
D.5112.391.R350.PAVE	New York State Aid-NYS Aid PAVE NY	\$	9,967
D.5112.391.R350.POP	New York State Aid-NYS AID POP	\$	6,645
D.5112.391.R350.EWR	New York State Aid-NYS Aid -		
	Extreme Weather Recovery	\$	841,994
	Total	\$1	,392,914

#### **INCREASE APPROPRIATION ACCOUNT:**

D.5112.391.4 Contractual-Capital Improvements, Highway Improvements \$1,392,914

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County Executive	Date

CHAUTAUQUA	COUNTY
RESOLUTION NO.	

TITLE: North Chautauqua Lake Sewer District SEQRA Determination Concerning the

Reduction of Inflow and Infiltration in the District

**BY:** Public Facilities and Audit & Control Committees:

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

Legislature Chairman Pierre E. Chagnon:

WHEREAS, the North Chautauqua Lake Sewer District (District) was established by Resolution 37-76 in accordance with County Law Article 5-A; and

WHEREAS, engineers with the firm of Barton & Loguidice, D.P.C. have determined that District infrastructure is in need of repairs to reduce inflow and infiltration as articulated in their June 2022 Preliminary Engineering Report and their January 2023 Map and Plan report; and

WHEREAS, the repairs will involve: installation of Cured-In-Place Pipe lining; replacement of sewer main lines; rehabilitation of manholes; and rehabilitation of pump stations; therefore be it

RESOLVED, That in accordance with Article 8 of the New York State Environmental Conservation Law and the State Environmental Quality Review Act (SEQRA), the Chautauqua County Legislature has considered the Project under SEQRA and hereby determines that the Project meets the requirements of a Type II action under 6 NYCRR 617.5(c)(1), "maintenance or repair involving no substantial changes in an existing structure or facility," and, pursuant to 6 NYCRR 617.5(a), the Project as a Type II action is not subject to further SEQRA review under 6 NYCRR Part 617.

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TITLE: North Chautauqua Lake Sewer District Determinations

in Relation to Reduction of Infiltration and Inflow

**BY:** Public Facilities and Audit & Control Committees:

**AT THE REQUEST OF:** County Executive Paul M. Wendel, Jr. and Legislature Chairman Pierre E. Chagnon:

WHEREAS, the Chautauqua County Legislature adopted Resolution 144-23 calling a public hearing pursuant to County Law §268 for the purpose of considering a project to reduce Infiltration and Inflow (I & I) in the collection system of the North Chautauqua Lake Sewer District (NCLSD); and

WHEREAS, notice of said public hearing was duly published and mailed as required by law and the public hearing was held at the Legislative Chambers, Gerace Office Building, Mayville, New York on June 28, 2023 at 6:35 PM, prevailing time; and

WHEREAS, the Legislature has duly considered the January 2023 Map and Plan report prepared by Barton & Loguidice, engineers duly licensed in the state of New York, as well as the testimony and other information received by it at the public hearing and otherwise; now therefore be it

RESOLVED, Upon the Map and Plan report and other data filed with it, the Legislature hereby determines in accordance with County Law §268 that it is in the public interest to construct the proposed improvements for the reduction of I & I as described in the Map and Plan report and in the Notice of Public Hearing for a maximum amount to be expended of \$5,480,000.00 (the Project), and the Project is approved; and be it further

RESOLVED, That the initial allocation of the costs of the improvements as described in the Map and Plan report and in the Notice of Public Hearing are hereby approved with NCLSD users paying a maximum estimated annual cost of \$160.00, which when added to the estimated average annual sewer charge will be expected to result in a maximum annual sewer charge of \$700.00; and be it further

RESOLVED, That to the extent that the cost of the improvements and the expense of operation and maintenance are not paid from the revenues of the NCLSD, they shall be assessed in proportion as nearly as may be to the benefit which each lot or parcel in the NCLSD will derive therefrom; and be it further

RESOLVED, That the NCLSD Board is directed to proceed with the improvement in the manner specified by County Law §262 upon:

- 1. Comptroller approval of the Project; and
- 2. Financing being secured in an amount and manner satisfactory to the NCLSD Board.

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County Executive	<b>Date</b>	

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BY:	Public Facility	ies and Audit	& Control C	ommittees:	
AT THE RI	EQUEST OF:	•		M. Wendel, Jr. and erre E. Chagnon:	
is in the publ	ic interest to per	rform work to	reduce infilt	the County Legislaturation out of and information collection system;	low into (I & I) the
WHE work; now th		ropriate to est	tablish capita	accounts for the un	dertaking of the
	DLVED, That th			nthorized and directe lows:	d to establish
ESTABLISH ESN.8130.28				<u>XIATION ACCOUN</u> t—NCLSD I&I (202	
	I AND INCREA 3002.R571.0000			E ACCOUNT: s—Serial Bonds	\$5,480,000
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ınty Executiv	ve		Date		

**TITLE:** A Resolution Authorizing the Issuance of \$5,480,000 Bonds of the County of

Chautauqua, New York, to Pay the Cost of the North Chautauqua Lake Sewer

District Infiltration and Inflow Reduction Project

**BY:** Public Facilities and Audit & Control Committees:

**AT THE REQUEST OF:** County Executive Paul M. Wendel, Jr. and Legislature Chairman Pierre E. Chagnon

WHEREAS, the North Chautauqua Lake Sewer District (District) was established by Resolution 37-76 in accordance with County Law Article 5-A; and

WHEREAS, a June 2022 engineering study of the District's collection system identified numerous items in need of repair which, in their current state, are allowing for infiltration out of and inflow into the sewer collection system (I & I); and

WHEREAS, the engineering firm of Barton and Loguidice prepared a Map and Plan dated January 2023 which includes recommended work to reduce I & I; and

WHEREAS, all conditions precedent to the financing of this capital project, including compliance with the provisions of the State Environmental Quality Review Act, have been performed; and

WHEREAS, it is now desired to provide for the financing and undertaking of the District improvements authorized pursuant to the Local Finance Law; now, therefore,

BE IT RESOLVED, by the County Legislature of the County of Chautauqua, New York, as follows:

Section 1. The design and construction of improvements to reduce I & I in the North Chautauqua Lake Sewer District's collection system, in and for the County of Chautauqua, New York, at a maximum estimated cost of \$5,480,000, is hereby ratified and confirmed.

<u>Section 2.</u> The plan for the financing of such improvements shall be by the issuance of up to \$5,480,000 bonds of said County herein authorized.

<u>Section 3.</u> It is hereby determined that the period of probable usefulness of the aforesaid specific object or purpose is thirty to forty years, pursuant to subdivision 4 of paragraph a of Section 11.00 of the Local Finance Law.

Section 4. The faith and credit of said County of Chautauqua, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds as the same respectively become due and payable. To the extent not paid from assessment and/or user charge water rates in the District, all the taxable real property in said County shall be subject to the levy of ad valorem taxes sufficient to pay the principal of and interest on said bonds as the same shall become due.

Section 5. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the Director of Finance, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said Director of Finance, consistent with the provisions of the Local Finance Law.

APPROVED VETOES (VETO	MESSAGE ATTACHED)
County Executive	Date

Section 6. All other matters except as provided herein relating to the bonds herein authorized including the date, denominations, maturities and interest payment dates, within the limitations prescribed herein and the manner of execution of the same, including the consolidation with other issues, and also the ability to issue bonds with substantially level or declining annual debt service, shall be determined by the Director of Finance, the chief fiscal officer of such County. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law, and shall otherwise be in such form and contain such recitals, in addition to those required by Section 51.00 of the Local Finance Law, as the Director of Finance shall determine consistent with the provisions of the Local Finance Law.

Section 7. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said County is not authorized to expend money, or
- 2) The provisions of law which should be complied with at the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- 3) Such obligations are authorized in violation of the provisions of the Constitution. Section 8. The County has previously indicated its official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.
- <u>Section 9.</u> This resolution, which takes effect immediately, shall be published in summary form in the official newspaper of such County, together with a notice of the Clerk of the County Legislature in substantially the form provided in Section 81.00 of the Local Finance Law.

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<b>County Executive</b>	Date		

**TITLE:** Authorize County to Apply for Grants and Loans on Behalf of the North Chautauqua Lake Sewer District for Inflow and Infiltration Repair

**BY:** Public Facilities and Audit & Control Committees:

**AT THE REQUEST OF:** County Executive Paul M. Wendel, Jr. and Legislature Chairman Pierre E. Chagnon:

WHEREAS, North Chautauqua Lake Sewer District (NCLSD) infrastructure was initially installed in the 1950's and 1980's and much of the infrastructure has not been updated or repaired since that time; and

WHEREAS, old infrastructure is likely to have cracks and leaks, which can lead to infiltration and inflow (I & I) of storm and ground water into, and leakage of sewage out of, collection system pipes; and

WHEREAS, sewage leaking out of pipes can result in an improper discharge of sewage to the ground, and such sewage can migrate to Chautauqua Lake and surrounding areas; and

WHEREAS, storm and ground water entering collection system pipes is unnecessarily processed through a treatment plant which may result in higher treatment costs; and

WHEREAS, I & I studies of the North Chautauqua Lake Sewer District collection system showed numerous areas in need of repair; and

WHEREAS, a Map and Plan has been developed for reduction of I & I (the Project); and

WHEREAS, government loan and grant funds for the Project may be available from numerous sources including without limitation the New York State Environmental Facilities Corporation (EFC)- EPA Clean Water State Revolving Fund (CWSRF) program, the USDA Rural Development Program, EFC's Water Infrastructure Improvement Act (WIIA) program, the New York State Department of Environmental Conservation's Water Quality Improvement Project (WQIP) program, the DEC-EFC Engineering Planning Grant (EPG) program, Empire State Development's Empire State Economic Development Fund Program, and Bipartisan Infrastructure Law (BIL) funds; and

WHEREAS, it is in the best interest of the County and NCLSD customers to apply for funding assistance when available; therefore be it

RESOLVED, That the County Executive is authorized to submit Project funding applications to federal and state government entities, to execute related documents, and to represent the County in connection with such funding applications; and be it further

RESOLVED, That when a Project funding application is successful, upon the County Legislature's approval of the funding and allocation of any required matching funds, the County Executive is authorized to execute and submit the contracts and documents necessary to secure funds, and to represent the County in all matters related to Project funding.

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<b>County Executive</b>	Date

**TITLE:** Authorization for the County to Apply for Grants on Behalf of the

North Chautauqua Lake Sewer District for Review of Wastewater

Treatment Plant Capacity

**BY:** Public Facilities and Audit & Control Committees:

**AT THE REQUEST OF:** County Executive Paul M. Wendell, Jr. and Legislature Chairman Pierre E. Chagnon:

WHEREAS, the North Chautauqua Lake Sewer District (District) wastewater treatment plant was last expanded in 1979 and is nearing the State's estimated maximum capacity; and

WHEREAS, a study is warranted to confirm current treatment plant capacity including the plant's ability to handle significant wet weather events; and

WHEREAS, the District currently treats sewage from an area outside of District bounds owned by the Town of Chautauqua, and the Town of Chautauqua is planning to extend its district to the town line which will result in increased flows to the North Chautauqua Lake Sewer District wastewater treatment plant; and

WHEREAS, New York State Environmental Facilities Corporation (EFC) offers Engineering Planning Grants (EPG) of up to \$50,000 with a \$10,000 match, which grants may be used for the study of wastewater treatment plant capacity; now therefore be it

RESOLVED, That the County Executive is authorized to apply to EFC for EPG funds for a wastewater treatment plant capacity study, to execute related documents, and to represent the County in connection with such funding application; and be it further

RESOLVED, If the grant application is successful, upon the County Legislature's approval of the funding and allocation of any required matching funds, the County Executive is authorized to execute and submit the contract and documents necessary to secure funds, and to represent the County in all matters related to such funding.

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County Executive Date