

Minutes  
Audit & Control Committee  
June 22, 2023, 8:35 a.m., Legislative Chambers  
Livestreamed on YouTube  
Gerace Office Building, Mayville, NY

Members Present: Pavlock, Niebel, Wilfong, Scudder, Harmon

Others: Lee, Card, Rothwell, Slagle, Makowski, Swan, Zahn, Barnhart, Zafuto, Oehlbeck, Diblasio, Sanderson, Rodgers, Taylor, Pinkoski, Crow, McCoy, Aldrich, Spanos

**Complete video of meeting can be viewed on YouTube**

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

Approval of Minutes (5/18/23)

MOVED by Legislator Niebel, SECONDED by Legislator Harmon.

*Unanimously Carried*

Privilege of the Floor

No one chose to speak.

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Proposed Resolution – Modification of Membership of North Chautauqua County Water District Administrative Board – *Presented by Daniel Pavlock, Legislator*

*MOVED by Legislator Scudder, SECONDED by Legislator Wilfong to table –*

*Unanimously Carried to Table*

Proposed Resolution – Amend 2023 Budget to Implement the New Gerace Office Building Roof Restoration Project, Using Funding from the American Rescue Plan Act (ARPA) – *Presented by Josh Rothwell, Assistant Deputy Director of Public Facilities and Tim Card, DPF Director*

*Unanimously Carried*

Proposed Resolution – Authorize Transfer of Capital Funds between Capital Accounts and Closing of Capital Accounts – *Presented by Shannon Barnhart, Manager of Airports and Tim Card, DPF Director*

*Unanimously Carried*

Proposed Resolution – Adjust D.5112-Capital Improvement Accounts – *Presented by Samuel Zafuto, DPF Accounting Supervisor and Tim Card, DPF Director*

*Unanimously Carried*

Proposed Resolution – North Chautauqua Lake Sewer District SEQRA Determination Concerning the Reduction of Inflow and Infiltration in the District – *Presented by Mathew Oehlbeck, Director of North Chautauqua Lake Sewer District*

*Unanimously Carried*

Proposed Resolution – North Chautauqua Lake Sewer District Determinations in Relation to Reduction of Infiltration and Inflow – *Presented by Mathew Oehlbeck, Director of North Chautauqua Lake Sewer District*

*Unanimously Carried*

Proposed Resolution – North Chautauqua Lake Sewer District Capital Account Establishment in Relation to Project for Reduction of Infiltration and Inflow – *Presented by Mathew Oehlbeck, Director of North Chautauqua Lake Sewer District*

*Unanimously Carried*

Proposed Resolution – 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 – *Presented by Mathew Oehlbeck, Director of North Chautauqua Lake Sewer District*

*Unanimously Carried*

Proposed Resolution – Authorize County to Apply for Grants and Loans on Behalf of the North Chautauqua Lake Sewer District for Inflow and Infiltration Repair – *Presented by Mathew Oehlbeck, Director of North Chautauqua Lake Sewer District*

*Unanimously Carried*

Proposed Resolution – Authorization for the County to Apply for Grants on Behalf of the North Chautauqua Lake Sewer District for Review of Wastewater Treatment Plant Capacity – *Presented by Mathew Oehlbeck, Director of North Chautauqua Lake Sewer District*

*Unanimously Carried*

Proposed Resolution – Authorize Amended Technology Innovations and Election Resource Grant Award from the New York State Board of Elections – *Presented by Donna Sanderson, Board of Elections and Momina Di Blasio, Elections Administrator*

*Unanimously Carried*

Proposed Resolution – Authorize the Amendment of the Absentee Ballot Pre Paid Postage Grant Award from the New York State Board of Elections – *Presented by Donna Sanderson, Board of Elections and Momina Di Blasio, Elections Administrator*

*Unanimously Carried*

Proposed Resolution – Amend 2023 Budget to Implement the Sheriff’s Office Upgrades Jail & Patrol Project, Using Funding from the American Rescue Plan Act (ARPA) – *Presented by Jennifer Swan, Fiscal Supervisor for Sheriff’s Department*

*Unanimously Carried*

Proposed Resolution – Authorize Agreement with Chautauqua-Cattaraugus Erie II BOCES for Culinary Arts Instruction 2023-2024 – *Presented by Jennifer Swan, Fiscal Supervisor for Sheriff’s Department*

*Unanimously Carried*

Proposed Resolution – Amend 2023 Budget for Office of the Sheriff – *Presented by Jennifer Swan, Fiscal Supervisor for Sheriff’s Department*

*Unanimously Carried*

Proposed Resolution – Amend 2023 Budget for Probation – *Presented by Gilbert Taylor, Director of Probation*

*Unanimously Carried*

Proposed Resolution – Close Health Department Petty Cash Fund – *Presented by Kitty Crow, Finance Director*

*Unanimously Carried*

Proposed Resolution – Amend 2023 Budget Appropriations to Include Office of Mental Health (OMH) Block Grant for Evidence-Based Practice (EBP), Training, and Implementation for Children and Families – *Presented by Trish McClellon, Deputy Director of Mental Hygiene*

*Unanimously Carried*

Proposed Resolution – Amend 2023 Budget Appropriations to Include Revenues Received by the Opioid Settlement Fund Advisory Board (OSFAB) – *Presented by Trish McClellon, Deputy Director of Mental Hygiene*

*Unanimously Carried*

Proposed Resolution – Authorizing Submittal of Application for 2023 Community Development Block Economic Development Grant Funding through the New York State Office of Community Renewal – *Presented by Nate Aldrich, Economic Planning Coordinator*

*Unanimously Carried*

Proposed Resolution – Commitment of Matching Funds for a Grant Application to the New York State Consolidated Funding Application Program for Nonpoint Source Planning Grant – *Presented by Randall Perry, Executive Director of the Chautauqua Lake and Watershed Management Alliance and Dave McCoy, Chautauqua County Watershed Coordinator*

*Unanimously Carried*

Proposed Resolution – Authorizing SEQRA Review of 2024 Round of 2% Occupancy Tax Grant Program Recommendations – *Presented by Dave McCoy, Chautauqua County Watershed Coordinator*

*Unanimously Carried*

Proposed Resolution – Amend 2023 Budget to Implement Lake Erie Sediment Assessments Using Funding from the 3% Occupancy Tax Program Reserve – *Presented by Dave McCoy, Chautauqua County Watershed Coordinator and Cassandra Pinkoski, Grant Specialist at the Chautauqua County Soil and Water Conservation*

*Unanimously Carried*

Proposed Resolution – Authorizing Sale of Frank W. Bratt Agricultural Center in the Town of Ellicott Pursuant to County Law 215 – *Presented by Patrick Slagle, County Attorney and Tim Card, DPF Director*

*Unanimously Carried*

~~Discussion – Re-Organization of Finance Department – Kitty Crow – Rescheduled~~

Other -

Late Proposed Resolution – Acceptance of FAA and NYSDOT Funds to Replace thirty-four (34) Airfield Guidance Signs - Design project at the Chautauqua County/Jamestown Airport – *Presented by Shannon Barnhart, Manager of Airports*

*Unanimously Carried*

Late Proposed Resolution – Acceptance of FAA and NYSDOT Funds for the Rehabilitate Taxiway A East Construction project at the Chautauqua County/Dunkirk Airport – *Presented by Shannon Barnhart, Manager of Airports*

*Unanimously Carried*

Late Proposed Resolution – Authorizing Contracts with Cattaraugus and Allegany Counties for SNAP Education Programming – *Presented by MaryAnn Spanos, Director of Chautauqua County Office for Aging Services*

*Unanimously Carried*

Discussion – Compliance Update – *Presented by Debbie Zahn, Compliance/Privacy Officer*

MOVED by Legislator Scudder, SECONDED by Legislator Wilfong to adjourn.  
*Unanimously Carried (10:10 a.m.)*

Respectfully submitted and transcribed,  
Olivia Lee, Clerk of the Legislature/Kristi R. Zink, Deputy Clerk