

Minutes
Administrative Services Committee
August 14, 2023, 5:00 p.m., Legislative Chambers
Livestreamed on YouTube
Gerace Office Building, Mayville, NY

Members Present: Muldowney, Parker, Davis

Members Absent: Scudder, Vanstrom

Others: Lee, Chagnon, Swan, Slagle, Makowski, Barone, Schmitt, Crow, Ihrig, Faulk

Complete video of meeting can be viewed on YouTube

Legislator Muldowney called the meeting to order at 5:00 p.m.

Approval of Minutes (7/17/23)

MOVED by Legislator Parker, SECONDED by Legislator Davis.

Unanimously Carried

Privilege of the Floor

Kitty Crow, Finance Director: I just want to take the opportunity to, I think you already know her but just to formally introduce her, Jennifer Swan, the new Budget Director. And officially, Blake Ihrig just started a couple weeks ago as you may remember from last month's presentation on the fiscal reorganization (*inaudible*) Director of Administrative Services position (*inaudible*).

Local Law Intro 8-23 – A Local Law Amending Local Law 13-22 Providing for a Management Salary Plan for County Officers and Employees (re: Attorney Positions) – *Presented by Patrick Slagle, County Attorney, Debbie Makowski, Director of Human Resources, Jason Schmitt, District Attorney and Nathaniel Barone, Public Defender*

Local Law Intro 9-23 – A Local Law Amending Local Law 13-22 Providing for a Management Salary Plan for County Officers and Employees (re: Clerk of the Legislature and Secretary to the Legislature) – *Presented by Patrick Slagle, County Attorney and Debbie Makowski, Director of Human Resources*

Proposed Resolution – Authorize Settlement of Insurance Coverage Claim – *Presented by Patrick Slagle, County Attorney*

Unanimously Carried

Proposed Resolution – Amend 2023 Budget to Implement the IT Upgrades for Public Health Project within the Chautauqua County American Rescue Plan Act (ARPA) Spending Plan – *Presented by Michael Faulk, Chief Medical Officer for Chautauqua County/Interim Public Health Director*

Unanimously Carried

Proposed Resolution – Resolution of the County Legislature of the County of Chautauqua extending the additional rate of taxes on sales and uses of tangible personal property and of certain services, on occupancy of hotel rooms and on amusement charges pursuant to Article 29 of the Tax Law of the State of New York – *Presented by Patrick Slagle, County Attorney*

Unanimously Carried

Proposed Resolution – Amend 2023 Budget for Law Department – *Presented by Patrick Slagle, County Attorney*

Unanimously Carried

Proposed Resolution – Adjust Law Department Account – *Presented by Patrick Slagle, County Attorney*

Unanimously Carried

Proposed Resolution – Setting Salary for Chaplain – *Presented by Debbie Makowski, Director of Human Resources*

Carried with Legislator Parker voting “No”

Proposed Resolution – Standard Workday and Reporting Resolution – *Presented by Debbie Makowski, Director of Human Resources*

Unanimously Carried

Proposed Resolution – Quit Claim Deeds – *Presented by Kitty Crow, Finance Director*

Unanimously Carried

MOTION was made by Legislator Parker to enter into Executive Session to discuss a particular person or corporation in the matters regarding an appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation

MOTION did not receive a SECOND

MOVED by Legislator Davis, SECONDED by Legislator Parker to adjourn

Unanimously Carried (5:48 p.m.)

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