

Minutes  
Administrative Services Committee  
**December 11, 2023, 5:00 p.m., Legislative Chambers**  
**Livestreamed on YouTube**  
**Gerace Office Building, Mayville, NY**

Members Present: Scudder, Vanstrom, Davis, Muldowney and Parker

Others: Lee, Chagnon, Ihrig, Faulk, Zafuto, Wendel, Swan, Wendel

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

Chairman Scudder called the meeting to order at 5:07 p.m.

Approval of Minutes (11/6/23)

MOVED by Legislator Vanstrom, SECONDED by Legislator Davis.

*Unanimously Carried*

Privilege of the Floor

Good Evening, I'm County Executive PJ Wendel. I'd just like to share a letter that my office received on December 8th 2023, Office of Healthy Community Alliance Incorporated. Paul M. Wendel Jr., County Executive, County of Chautauqua, Gerace Office Building Mayville, New York. Dear County Executive Wendel, I am writing to acknowledge our recent conversation where you recognize Healthy Community Alliance's financial stewardship and affirmed the County's position that Healthy Community Alliance conducted all of its contractual responsibilities with the utmost integrity. Furthermore, we are pleased to have read your quote in the Post Journal on November 20<sup>th</sup>, 2023 in which you thank Healthy Community Alliance for our work as strong starts Chautauqua fiscal sponsor and clarified to the press and the public that the cancellation of the ARPA funding contract was due to an internal County concern and an ongoing investigation of a proper County policies and procedures. As a New York State rural health network, Healthy Community Alliance offers many programs and services across both Chautauqua County and Cattaraugus County with a mission of improving quality of life and quality of care for rural communities. Healthy Community Alliance looks forward to future opportunities to collaborate on projects that improve the health and well-being of Chautauqua County residents. Sincerely, Ann Battaglia, Chief Executive Officer Healthy Community Alliance. This letter was written and approved by their board chair prior to receiving this. Again, I've had several conversations with Mrs. Battaglia and she was very thankful and this by no means cancellation of the contract terminates or ends any future activities with Healthy Community Alliance so she just wanted to make sure this was here and I do have copies for the Legislators if they choose. I'll leave them on the front desk, thank you.

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Proposed Resolution – Amend 2023 Budget for Equipment Purchases – *Presented by Jennifer Swan, Budget Director*

*Unanimously Carried*

Motion – Apologize to the Healthy Communities Alliance and the Strong Starts Coalition

*MOVED by Legislator Parker, SECONDED by Legislator Davis to Table the motion*

*Unanimously Carried to Table*

Other –

Proposed Resolution – Distribution of Mortgage Taxes – *Presented by Bob Scudder, Chairman of Administrative Services*

*Unanimously Carried*

Proposed Resolution – Quit Claim Deeds – *Presented by Bob Scudder, Chairman of Administrative Services*

*MOVED by Legislator Vanstrom, SECONDED by Legislator Davis to Amend by strikethrough and accepting the highest offer – Unanimously Carried to Amend*

Offer Number	Municipality	S/B/L	Purchaser	Foreclosed Owner	Offer Amount	Taxes Owning
PA-2-2023	City of Dunkirk	060300-79.11-5-26	Twinstar Development LLC	Christopher DeLong	\$1,000.00	\$7,861.58
*PA-8-2023	City of Dunkirk	060300-79.14-3-55	Twinstar Development LLC	Gary Parnell	\$10,200.00	\$670.09
<del>*PA-8-2023</del>	<del>City of Dunkirk</del>	<del>060300-79.14-3-55</del>	<del>Kalex Enterprise LLC</del>	<del>Gary Parnell</del>	<del>\$10,100.00</del>	<del>\$670.09</del>
*PA-9-2023	City of Dunkirk	060300-79.14-3-56	Twinstar Development LLC	Gary Parnell	\$10,200.00	\$1,556.57
<del>*PA-9-2023</del>	<del>City of Dunkirk</del>	<del>060300-79.14-3-56</del>	<del>Kalex Enterprise LLC</del>	<del>Gary Parnell</del>	<del>\$10,100.00</del>	<del>\$1,556.57</del>
PA-15-2023	City of Dunkirk	060300-79.16-6-11	Twinstar Development LLC	Jacqueline & Therin Hill	\$2,500.00	\$16,568.92

*Unanimously Carried as Amended*

*MOVED by Legislator Davis, SECONDED by Legislator Muldowney to adjourn*

*Unanimously Carried (5:28 p.m.)*

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