

Minutes
Audit & Control Committee
April 18, 2024, 8:35 a.m., Legislative Chambers
Livestreamed on YouTube
Gerace Office Building, Mayville, NY

Members Present: Pavlock, Niebel, Scudder, Wilfong

Members Absent: Johnson

Others: Chagnon, Lee, Crow, Gould, Wendel, McCoy, Rothwell, Quattrone, Makowski, Oehlbeck, Wright, Fischer, Meleen

Complete video of meeting can be viewed on YouTube

Chairman Pavlock called the meeting to order at 8:38 a.m.

Approval of Minutes (03/21/24)

MOVED by Legislator Wilfong, SECONDED by Legislator Niebel

Unanimously Carried

Privilege of the Floor

No one chose to speak at this time.

Proposed Resolution – Amend 2024 Budget for Buildings and Grounds – *Presented by Josh Rothwell, Assistant Deputy Director of Public Facilities, Kitty Crow, Finance Director and Paul M. Wendel, Jr., County Executive*

Unanimously Carried

Proposed Resolution – Amend 2023 Capital Project Account (DPF Large Equipment) – *Presented by Josh Rothwell, Assistant Deputy Director of Public Facilities*

Unanimously Carried

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

Unanimously Carried

Proposed Resolution – Authorizing Application to the NYS Office of the State Comptroller in Relation to the Repair and Replacement of Apparatus and Equipment of the Portland-Pomfret-Dunkirk Sewer District – *Presented by Mathew Oehlbeck, Director of North Chautauqua Lake Sewer District*

Unanimously Carried

Proposed Resolution – Amend 2024 Budget for Real Property Tax Office – *Presented by Kim Meleen, Director of Real Property Tax*

Unanimously Carried

Proposed Resolution – Amend 2023 Budget for Year End Reconciliations – Health Insurance Fund – *Presented by Kitty Crow, Finance Director*

Unanimously Carried

Proposed Resolution – Authorize Execution of NYS Office of Homeland Security Funding Grant Operation Stonegarden FY23 – *Presented by Jim Quattrone, Sheriff*

Unanimously Carried

Proposed Resolution – Authorize Lease Agreement between Chautauqua County and Western New York Public Broadcasting Association for Tower Space – *Presented by Jim Quattrone, Sheriff*

Unanimously Carried

Proposed Resolution – Amend 2024 Budget for the Tyler Civil Serve License Project within the Chautauqua County American Rescue Plan Act (ARPA) Spending Plan – *Presented by Jim Quattrone, Sheriff*

Unanimously Carried

Proposed Resolution – Amend 2024 Budget to Accept NYSDEC Grant Funds and Designate Local Match for Bemus Creek Nonpoint Source Planning Grant – *Presented by Dave McCoy, Chautauqua County Watershed Coordinator and Taylor West, Project Manager with the Chautauqua Lake & Watershed Management Alliance*

Unanimously Carried

Proposed Resolution – Accept Grant Funding from the New York State Department of State for a Chautauqua County Countywide Resiliency Plan and Amend 2024 Budget – *Presented by Rebecca Wurster, Planning Coordinator for the Department of Planning and Development*

Unanimously Carried

Proposed Resolution – Amend 2023 Budget due to 2023 Year End Reconciliations – Capital Projects – *Presented by Kitty Crow, Finance Director*

MOVED by Legislator Scudder, SECONDED by Legislator Wilfong to Amend by strikethrough and new text – Unanimously Carried to Amend

WHEREAS, South and Center Chautauqua Lake Sewer District has received a grant in the amount of ~~\$5,000,000~~ **\$7,972,000** for Capital Project ESS.8130.27001 therefore the amount of the project funded with serial bonds can be reduced; now therefore be it

RESOLVED, That the amount of serial bonds for Capital Project ESS.8130.27001 be reduced by ~~\$5,000,000~~ **\$7,972,000** to ~~\$11,888,000~~ **\$8,866,000**; and be it further

RESOLVED, That the A Fund Balance is appropriated as follows:

DECREASE THE USE OF FUND BALANCE:

A.-----878.0000	Reserved Fund Balance--Reserve for Capital	\$ 10,747
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; 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.9950.-----9	Interfund Transfers - Transfer to Capital	\$ 10,747
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DECREASE APPROPRIATION ACCOUNTS:

H.6420.37008.4	Contractual – Promotion of Industry-Greenfield Development	\$ 100,000
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INCREASE REVENUE ACCOUNTS:

ESS.8130.27001.R399.0000	New York State Aid – Sewer Capital Projects	<u>\$5,000,000</u>
H.5610.25219.R503.1000	Interfund Transfers – Interfund Transfer	\$ 1
H.1680.20003.R503.1000	Interfund Transfers – Interfund Transfer	\$ 150,000
H.5130.25980.R503.1000	Interfund Transfers – Interfund Transfer	\$ 100,000
H.5610.25164.R503.1000	Interfund Transfers – Interfund Transfer	<u>\$ 10,746</u>
	Total	<u>\$5,260,747</u> <u>\$8,232,747</u>

Unanimously Carried as Amended

Proposed Resolution – Close Capital Projects – 2023 Year End Reconciliation – *Presented by Kitty Crow, Finance Director*

Unanimously Carried

Discussion/Presentation – Authorize MOU with NYSERDA to Conduct a Feasibility Assessment for the Development of a Utility-Scale Solar Photovoltaic Renewable Energy Project at DKK – *Presented by Individuals from NYSERDA and Shannon Fischer, Manager of Airports*

RES. NO. 94-24 – Authorize Use of Chautauqua County 2% Occupancy Tax Reserve Funds for Removal of Damaged Steel Dock Structures from Dunkirk Harbor ***(Referred back to Committee by the Full Legislature on March 27, 2024 for further consideration)*** – *Presented by Elliot Raimondo, City of Dunkirk Attorney*

No action was taken

Discussion – Compliance Report – *Presented by Debbie Makowski, Director of Human Resources*

MOVED by Legislator Niebel, SECONDED by Legislator Scudder to adjourn.
Unanimously Carried (11:31 p.m.)

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