Agenda

Administrative Services Committee

Tuesday, November 12, 2024, 5:00 p.m., **Legislative**

Chambers Livestreamed on YouTube

Gerace Office Building, Mayville, NY

A. Call to Order

B. Approval of Minutes (10/15/24)

C.   Privilege of the Floor

1. Proposed Resolution – Confirm Appointments – Chautauqua County Charter and Code Review Commission

2. Proposed Resolution – Amend 2024 Budget for Liability Insurance, Property Loss for Jamestown Airport Claim and Expense

3. Proposed Resolution – Standard Workday and Reporting Resolution

4. Proposed Resolution – Establish a Special Committee of the Chautauqua County Legislature to Review and Make Recommendations to the Legislature Regarding County Jail Needs Assessment

5.   Other –

TITLE: Confirm Appointments – Chautauqua County Charter and Code Review
                 Commission

BY: Administrative Services Committee:

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

        WHEREAS, pursuant to Section 1.05 of the Chautauqua County Charter directed that "no
later than July 1, 2004 and every ten (10) years thereafter, a Charter and Administrative Code
Review Commission shall be established to review and make recommendations to the County
Executive and Legislature on amendments, additions or revisions to the County Charter and
Administrative Code. The Commission shall consist of not more than ten (10) citizens of
Chautauqua County with five (5) of the said members appointed by the County Executive and
the remaining five (5) to be appointed by the Legislature" and

        WHEREAS, the report of such Commission shall be presented to the Executive and the
Legislature not later than July 1, 2025; now therefore be it

        RESOLVED, That the Chautauqua County Legislature does hereby confirm the
following appointments to the Charter and Administrative Code Review Commission:

Chairman of Legislature appointees:

Stephen Abdella   Fred Croscut
276 Kiantone Road   7804 Freeman Road
Jamestown, N.Y. 14701   Sherman, N.Y. 14781

Elisabeth Rankin   David Shepherd
4 Arlington Drive   44 W. Terrace Avenue
Jamestown, N.Y. 14701   Lakewood, N.Y. 14750

Mark Tarbrake
3151 Oakridge Circle
Jamestown, N.Y. 14701

County Executive appointees:

Jonathan DeAngelo   Deborah Makowski
214 Beechview Avenue   1759 Thornton Road
Jamestown, N.Y. 14701   Cherry Creek, N.Y. 14723

Ana Morgan   Kitty Crow
143 S. Erie Street   48 Seymour Street
Mayville, N.Y. 14757   Fredonia, N.Y. 14063

Michael Faulk
3951 Fluvanna Townline Road
Jamestown, N.Y. 14701

_____**APPROVED**
_____**VETOES (VETO MESSAGE ATTACHED)**

_____ _____
  County Executive   **Date**

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CHAUTAUQUA COUNTY
RESOLUTION NO._____

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TITLE: Amend 2024 Budget for Liability Insurance, Property Loss for Jamestown Airport Claim and Expense

BY: Public Facilities, Administrative Services and Audit & Control Committees:

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

WHEREAS, on August 5, 2024 an aircraft accident occurred at the Jamestown Airport; and

WHEREAS, extensive repairs were required as a direct result of this incident, quoted at an estimated total of $1,400,000; and

WHEREAS, these expenses will be fully reimbursed through the Liability Insurance claim process; and

WHEREAS, the 2024 Budget needs to be amended to recognize the expense and revenue related to this incident; now therefore be it

RESOLVED, That the Director of Finance is authorized and directed to make the following changes to the 2024 Budget:

ESTABLISH & INCREASE APPROPRIATION ACCOUNT:
CS.1931.----.4   Contractual – Property Loss $1,400,000

INCREASE REVENUE ACCOUNT:
CS.1931.----.R268.0000   Sale of Property/Compensa – Insurance Recoveries $1,400,000

_____**APPROVED**
_____**VETOES (VETO MESSAGE ATTACHED)**

_____ _____
 County Executive   **Date**

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CHAUTAUQUA COUNTY
RESOLUTION NO. _____

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TITLE: Standard Workday and Reporting Resolution

BY: Administrative Services Committee:

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

      BE IT RESOLVED, That the County of Chautauqua hereby establishes the following standard work days for these titles, as set forth in the attached schedule, and will report the officials to the New York State and Local Retirement System based on time keeping system records or their record of activities:

Name	Social Security Number (Last 4 digits)	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency
Appointed Officials:								
Bailey, Jordan	XXX-XX-5835	R13387032	Deputy County Fire Coordinator	6/24/24 – 6/26/2028	6	6.89		Quarterly
Elected Officials:								

_____**APPROVED**
_____**VETOES (VETO MESSAGE ATTACHED)**

_____ _____
County Executive   **Date**

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CHAUTAUQUA COUNTY
RESOLUTION NO._____

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TITLE: Establish a Special Committee of the Chautauqua County
                    Legislature to Review and Make Recommendations to the Legislature
                    Regarding County Jail Needs Assessment

BY: Public Facilities, Administrative Services and Public Safety Committees:

AT THE REQUEST OF: Legislature Chairman Pierre Chagnon and
                                          Sheriff James B. Quattrone:

WHEREAS, the Chautauqua County Legislature allocated ARPA funds to the Sheriff to contract for a jail needs assessment; and

WHEREAS, LaBella Associates and Justice Planners were contracted to perform a thorough jail needs assessment; and

WHEREAS, LaBella Associates and Justice Planners have prepared a draft report regarding the jail needs assessment; and

WHEREAS, the Chautauqua County Legislature may from time to time create special committees; therefore be it

RESOLVED, That there is hereby established a Special Committee for the purpose of reviewing and investigating the draft report regarding the jail needs assessment and making recommendation to the Chautauqua County Legislature, and the following individuals shall be appointed to the committee to serve without compensation:

- Legislature Public Safety Committee chairman Terry Niebel
- Legislature Public Facilities Committee chairman Travis Heiser
- Legislature Audit & Control Committee chairman Dan Pavlock
- Legislator Bob Bankoski
- Legislator Phil Landy
- Jail Warden Captain M. Stuczynski
- Former Jail Administrator James Crowell
- Sheriff Fiscal Supervisor Reilly Enlow
- Assistant Deputy Director of Public Facilities Josh Rothwell

_____**APPROVED**
_____**VETOES (VETO MESSAGE ATTACHED)**

_____ _____
County Executive   **Date**