

Minutes

Administrative Services Committee

August 17, 2020, 5:00 p.m.

Virtual Meeting via Zoom and Live-Streamed for public viewing

Gerace Office Building, Mayville, NY

Members Present: Scudder, Vanstrom, Muldowney, Davis, Starks

Others: Tampio, Ames, Dennison, Chagnon, Crow, Chagnon. Riley, Abdella

Chairman Scudder called the meeting to order at 5:00 p.m.

Approval of Minutes (7/13/20)

MOVED by Legislator Muldowney, SECONDED by Legislator Davis.

Unanimously Carried

Privilege of the Floor

Clerk Tampio: We have not received anything in the Clerk's office for communications.

Proposed Resolution – Standard Workday and Reporting Resolution

Chairman Scudder: I think that we're all familiar with this. Is there anybody to speak to this? This is a reporting of people's time that they log in which effects their State and local retirement, I believe.

Ms. Riley: That's correct.

Chairman Scudder: So these are reported, kind of a self –

Ms. Riley: Administered.

Chairman Scudder: Thank you very much. Do you want to say anything on it?

Ms. Riley: I just learned about it so all I know is that Jan puts the report together and she's been doing it for a long time so I trust that the information is accurate.

Chairman Scudder: I agree. Anybody on the committee, any questions or comments about this?

Unanimously Carried

Proposed Resolution – Amend Chautauqua County Purchasing Policy

Ms. Crow: With the help of the Law Department that put some of the changes together but I can speak to it and then Steve, feel free to chime in if there is anything I might have missed. (*cross talk*) adopted the purchasing policy. Most of the changes and I don't know if you received the copy that have the track changes in it but the majority of the changes were just for clarification. For example, under "purchasing procedures" 1B, paragraph "B", alternative proposals and quotes. We inserted like "per year" language in the first two paragraphs under "B". The biggest change has to do with – at the very end where we used to list all of the individuals with credit card and purchasing approval authority, each year when we would adopt this, that list could potentially change the next day based on people terminating or changing job or responsibilities and things like that so the language was crafted under item 4 where it says individuals with purchasing authority so that is noted now that the list will be kept by the County Executive's office and then that way we don't have to list all the people's names in the resolution which are constantly subject to change. So that is probably the biggest change overall for the policy.

Chairman Scudder: I was wondering why it didn't print out 37 pages. So there is my answer.

Ms. Crow: Actually the County Executive's office does track those changes because any time somebody is hired or terminated, like for example, if a new person comes on board, the appointing authority, the Department Head get a notification from the County Executive's office that says, this person has been hired in your organization, please let us know if they have any of these authorities so it does happen so that is where all the information is maintained already. It's pretty up to date.

Chairman Scudder: Steve, did you have anything?

Mr. Abdella: No. It will just improve the system so that we're not feeling like our resolution is out of date with in a week or two.

Chairman Scudder: Thank you Kitty. Anybody have any questions, comments, or concerns?

Unanimously Carried

Proposed Resolution - Quit Claim Deeds

Chairman Scudder: We have two properties here. I can speak about each one of them if you would like or if somebody would like to speak first, they can do so.

Legislator Vanstrom: That would be great.

Legislator Muldowney: Go for it.

Chairman Scudder: The first one is actually four properties that were merged together, actually years ago. Because of these old tax numbers indicate that it's been a few years. So there are four lots that have been put together that this couple wants to build a house and garage. I believe you all got the correspondence that shows the people's intent on what they wanted to do with the property so that is what is going on there. These were Land Bank demo's or at least one of them was a Land Bank demo so it's four lots merged together but it is vacant land that they would like to build on. Lisa asked last time if we could get like a full market value for each time that we do these Quit Claim Deeds, an assessed valuation so I also went ahead with that. The assessed valuation was \$37,000, full market was \$12,200. Now, I don't know if that is accurate based on when demolitions happen and when things get recorded so that gets a little funny there. Not funny, ha ha, but funny peculiar. The second one is in the Town of Pomfret. Happens to be right down the street from me. This was a house that sat vacant and actually became kind of a problem. The old doors opened and windows open and quite a liability actually and the people next door want to purchase it. In fact, I think they already have the fire pit set up where the house used to be so it's a nice level lot now adjacent to theirs and the house is gone which is really a good thing. It's located at 46207 West Main Street in the Town of Pomfret. This also was a Land Bank demo. The reason I was a little concerned was, they are buying it for \$500 and the taxes owing on it were \$22,716 which always kind of makes me a little (*inaudible*) but the people that owned this house were in and out of bankruptcy so it was tied up on the courts and taxes just kept compounding. So even though we are kind of taking a hit on this from \$22,000 owed to \$500, it's again, the old story, back on the tax rolls. Like the property before, if they are going to build a house and a garage, holy cow that is nothing but good. So we had on this one, the fair market of \$99,765 which must have been before the demo, do you think Kevin?

Legislator Muldowney: Definitely. It sounds like it was out of date when the house was vacant anyways.

Chairman Scudder: Then they had an assessed value of \$16,960 which is kind of a lot value, right?

Legislator Muldowney: Yes.

Chairman Scudder: And that lot is 165 x 176 feet. You're familiar with it, right Kevin?

Legislator Muldowney: Yes, I am.

Chairman Scudder: That's a good result up there. So those are the two properties that is my confusing information that I have for you. Any questions, comments, or concerns?

Unanimously Carried

Other

Chairman Scudder: That's all that I have. I've done more talking than I normally do. Does anything for the good of the committee?

Legislator Starks: I have no other "other".

Chairman Scudder: Steve, do you have anything for us?

Mr. Abdella: I do not.

MOVED by Legislator Starks, SECONDED by Legislator Muldowney to adjourn.

Unanimously Carried (5:12 p.m.)

Respectfully submitted and transcribed,
Olivia Ames, Deputy Clerk / Lori J. Foster, Sr. Stenographer