

Agenda

Administrative Services Committee

March 15, 2021, 5:00 p.m., Virtual Meeting via Zoom

Gerace Office Building, Mayville, NY

- A. Call to Order
- B. Approval of Minutes (2/16/21)
- C. Privilege of the Floor
 - 1. Proposed Resolution - Confirm Appointment - Chautauqua County Ethics Board
 - 2. Proposed Resolution – Authorization for Receipt of Bids and Offers via Electronic Submission
 - 3. Proposed Resolution – Application for Credit of Real Property Taxes for 2021
 - 4. Proposed Resolution - Extend 2020 Tax Foreclosure Redemption Date
 - 5. Other

CHAUTAUQUA COUNTY
RESOLUTION NO. _____

PMW 03/08/2021

TITLE: Confirm Appointment - Chautauqua County Ethics Board

BY: Administrative Services Committee:

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

WHEREAS, County Executive Paul M. Wendel, Jr. has submitted the following appointment for action by the Chautauqua County Legislature; therefore be it

RESOLVED, That the Chautauqua County Legislature does hereby confirm the following appointment to the Chautauqua County Ethics Board.

Dr. John Hamels
5996 Welch Hill Road
Ripley, NY 14775
Term Expires 1/31/2024

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

KLC 2/25/21
KMD 02/25/21
KMW 02.25.21
SMA 02/27/21
PMW 3/1/21

TITLE: Authorization for Receipt of Bids and Offers via Electronic Submission

BY: Administrative Services Committee:

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

WHEREAS, New York State General Municipal Law §103(1) authorizes the County to receive sealed bids and sealed offers via electronic submission, provided receipt in such a manner is authorized by legislative resolution; and

WHEREAS, this provision does not apply to purchase contracts necessary for the completion of a public works contract pursuant to Article 8 of New York State Labor Law; and

WHEREAS, electronic receipt of sealed bids and offers will be convenient for those interested in providing goods and services for the County and may enhance competition; now therefore be it

RESOLVED, That receipt of electronically submitted sealed bids and sealed offers, including electronic receipt of statements of non-collusion required by General Municipal Law, is hereby authorized, with the exception of bids and offers pertaining to public works subject to Article 8 of New York State Labor Law; and be it further

RESOLVED, That bids and offers submitted in an electronic format be transmitted by bidders and offerers to the receiving device designated by the County's Director of Finance; and be it further

RESOLVED, That the method used to receive electronic bids and offers comply with State Technology Law Article 3 and rules and regulations promulgated thereunder, including regulations found at 9 NYCRR Part 540, and that NYS Office of Information Technology Services' Electronic Signatures and Records Act guidelines be considered; and be it further

RESOLVED, That at a minimum, the method used to track electronic bids (a) document the time and date of receipt of each bid and offer received electronically; (b) authenticate the identity of the sender; (c) ensure the security of the information transmitted; and (d) ensure the confidentiality of the bid or offer until the time and date established for the opening of bids or offers; and be it further

RESOLVED, That submission in electronic format may, for technology contracts only, be required as the sole method for the submission of bids and offers.

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

SMA 2/13/21 KLC 2/16/21 PMW 2/17/21
--

TITLE: Application for Credit of Real Property Taxes for 2021

BY: Administrative Services and Audit & Control Committees:

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

WHEREAS, the Director of Real Property Tax Services has received form RP-554 "Application for Corrected Tax Roll" from Daniel Davies (PID 420.19-1-43) for correction of a tax liability on the parcel in the amount of \$7,675.73, and;

WHEREAS, the Director of Real Property Tax Services has determined that a County Tax was levied on the parcel for the 2021 fiscal year in the amount of \$7,748.90, inclusive of a relieved School Tax of \$4,862.01, and;

WHEREAS, the local assessor made an error in the tax roll by prematurely removing an exemption code on the parcel, and;

WHEREAS, in accordance with RES 4-17 the amount of the correction exceeds \$2,500, be it further

RESOLVED, That the Director of Real Property Tax Services is hereby authorized to correct the 2021 Tax Roll.

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

SMA 03/09/21
PMW by SMA
03/09/21

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Extend 2020 Tax Foreclosure Redemption Date

BY: Administrative Services Committee:

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

WHEREAS, pursuant to Article 11 of the Real Property Tax Law, the redemption date in a tax foreclosure proceeding is the last day a property owner can redeem a property by paying the delinquent taxes, and also the last day a property owner may file an answer in the tax foreclosure proceeding; and

WHEREAS, due to the COVID-19 crisis, the County previously extended the 2020 tax foreclosure redemption date from April 15, 2020 to April 15, 2021, in order to afford additional time for property owners affected by the pandemic to redeem their foreclosed property; and

WHEREAS, on December 28, 2020, the Governor signed the COVID-19 Emergency Eviction and Foreclosure Prevention Act of 2020 (the "Act"), which provided further limitations on foreclosure actions through May 1, 2021; and

WHEREAS, as a result of the Act, it is now appropriate to further extend the 2020 tax foreclosure redemption date to a date later than May 1, 2021; now therefore be it

RESOLVED, That the Chautauqua County Legislature hereby designates Friday, June 18, 2021, as the extended redemption date in the County's annual tax foreclosure for 2020.

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date