

Agenda

Administrative Services Committee

July 19, 2021, 5:00 p.m., Rm #331

Gerace Office Building, Mayville, NY

- A. Call to Order
- B. Approval of Minutes (6/14/21)
- C. Privilege of the Floor
 - 1. Proposed Resolution – Amend Rules and Regulations of the Chautauqua County Legislature
 - 2. Proposed Resolution – Authorizing Contract for 2022 Administration of Chautauqua County Self-Insurance Plan (Worker’s Compensation)
 - 3. Proposed Resolution – Authorizing 2022 Levy of Participant’s Share of Chautauqua County Self-Insurance Plan (Worker’s Compensation) Costs
 - 4. Proposed Resolution – Quit Claim Deeds
 - 5. Other

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

PEC 7/9/21

TITLE: Amend Rules and Regulations of the Chautauqua County Legislature

BY: Administrative Services Committee:

AT THE REQUEST OF: Chairman Pierre E. Chagnon:

WHEREAS, the County Legislature's current rules and regulations were enacted and amended pursuant to Resolutions 142-02, 243-02, 74-03, 160-03, 216-03, 55-05, 86-06, 09-06, 224-07, 82-09, 88-10 and 203-18; and

WHEREAS, Chairman Chagnon has reviewed the current rules and regulations and has recommended amendments to Section II and Section IV; and

WHEREAS, Rule 5(B) of Section II in the rules and regulations currently requires that the minutes of committee meetings shall be verbatim; and

WHEREAS, Rule 1(e) of Section IV in the rules and regulations sets forth the procedures for reimbursement of claims for the expenses of County Legislators; now therefore be it

RESOLVED, That the County Legislature's Rules and Regulations are hereby amended with ~~strikeout~~ and inserted underlined text in Sections II and IV as follows:

Rule 5(B) of Section II - COMMITTEES

Each committee Chairman shall be responsible for keeping the minutes of his or her committee and may delegate the duty. The minutes shall be kept in a uniform minute book provided by the Clerk of the Legislature. The minutes shall contain ~~verbatim~~ of the business conducted by the committee, together with a record of the decisions made by the committee and the time and place and persons present at the committee meeting. Copies of the minutes shall be filed with the Clerk of the Legislature and made available to the County Executive within ten days after each meeting to the extent practicable.

Rule 1(e) of Section IV – EXPENSES AND OTHER UNSPECIFIED PROCEDURES

All claims for the actual and necessary expenses of members of the County Legislature shall be made upon properly executed County claim vouchers, with proper documentation and within applicable guidelines as set forth in the Chautauqua County Executive Policy Bulletin B-5-048 for Travel and Expense Claims, which and shall be subject to the review and approval of the Chairman of the Legislature.

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

KLC 6/7/21 KMW 6.10.21 SMA 6/10/21 PMW 6/28/21

TITLE: Authorizing Contract for 2022 Administration of Chautauqua County Self-Insurance Plan (Workers' Compensation)

BY: Administrative Services and Audit & Control Committees:

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

BE IT HEREBY RESOLVED, That the Administrative Services Committee of the Chautauqua County Legislature be authorized and empowered to contract with the County of Chautauqua for the administration of the Self-Insurance Plan to be accomplished by the Chautauqua County Department of Finance during the year 2022; and be it further

RESOLVED, That the consideration for this contract be in the amount of One Hundred Ninety-Eight Thousand Two Hundred Fifty-Four Dollars (\$198,254) for the 2022 year, and to include personnel services and office expenses; and be it further

RESOLVED, That the Chairman of the Administrative Services Committee, on behalf of the Administrative Services Committee, and the County Executive, on behalf of the County of Chautauqua, be and hereby are authorized to execute such contract.

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

KLC 6/7/21 KMW 6.10.21 SMA 6/10/21 PMW 6/28/21

TITLE: Authorizing 2022 Levy of Participant's Share of Chautauqua County Self-Insurance Plan (Workers' Compensation) Costs

BY: Administrative Services and Audit & Control Committees:

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

RESOLVED, That pursuant to the Workers' Compensation Law and Chautauqua County Local Law 11-79, as amended by Local Laws 1-82, 4-84, 3-89, 7-93, 4-06, 4-07 and 5-14, the following amounts shall be apportioned in 2022 to each municipal participant, forty percent (40%) of such amounts being based on of the total value of the participant's taxable real property in the proportion that the full valuation of its taxable real property bears to the aggregate full valuation of all participants; and sixty percent (60%) of such amounts being based on the loss-percentile experience of the participant as provided in said plan and by the Workers' Compensation Law; and be it further

RESOLVED, That the amount set forth against the county be levied in the next tax levy and that the Self-Insurance Plan be hereby directed to bill all other participants for the amounts set forth against them for the year 2022:

<u>Towns</u>			
Arkwright	\$34,709.89	Harmony	\$53,446.03
Busti	\$40,128.84	Kiantone	\$11,946.07
Carroll	\$19,197.59	Mina	\$28,360.99
Charlotte	\$10,839.01	N Harmony	\$66,331.98
Chautauqua	\$124,304.25	Poland	\$50,957.50
Cherry Creek	\$15,644.64	Pomfret	\$81,735.57
Clymer	\$11,329.34	Portland	\$52,802.59
Dunkirk	\$22,381.64	Ripley	\$32,358.06
Ellery	\$61,842.83	Sheridan	\$55,890.13
Ellicott	\$124,435.35	Sherman	\$10,807.09
Ellington	\$13,168.52	Stockton	\$12,499.46
French Creek	\$15,357.10	Villanova	\$28,410.43
Gerry	\$15,404.50	Westfield	\$22,247.49
Hanover	\$54,000.97		

Subtotal Towns **\$1,070,537.88**

<u>Villages / Cities</u>			
Bemus Point	\$9,624.45	Panama	\$1,923.37
Brocton	\$36,732.24	Sherman	\$2,475.18
Cassadaga	\$4,490.67	Silver Creek	\$33,625.56
Celoron	\$4,996.07	Sinclairville	\$2,249.40
Falconer	\$13,916.00	Westfield	\$96,832.14
Fredonia	\$199,170.75		

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive **Date**

Lakewood	\$32,049.54	Dunkirk (City)	\$275,154.20
Mayville	\$15,502.74	Jamestown (City)	\$789,666.72
Subtotal Villages / Cities			\$1,518,409.03
Chautauqua County			\$2,102,723.08
Grand Total			<u><u>\$4,691,670.00</u></u>

 APPROVED

 VETOES (VETO MESSAGE ATTACHED)

 County Executive

 Date

KAM 6/23/2021
KMD 06/23/21
SMA 06/23/21
KLC 06/30/21
PMW 6/30/21

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Quit Claim Deeds

BY: Administrative Services and Audit & Control Committees:

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

WHEREAS, the Administrative Services Committee of the County Legislature has received and hereby recommends acceptance, pursuant to Section 1166 of the Real Property Tax Law, the following offers for the County's Tax Liens as detailed on the attached Schedule 1 under tax sale certificates noted on original papers on file in the office of the Director of Finance; and

WHEREAS, that unless otherwise noted, the County Tax Enforcement Officer has confirmed that the offers received are in compliance with the County's policy regarding tax foreclosure as set forth in Resolution No. 110-17; now therefore be it

RESOLVED, That the Executive and Chairman of this Legislature be hereby authorized to execute Quitclaim Deeds conveying to the offers herein mentioned, the interest of Chautauqua County in said properties under said tax sale certificates; and be it further

RESOLVED, That the Director of Finance of Chautauqua County be hereby authorized to cancel any outstanding taxes, fees, interest and other charges. In adopting this resolution, the Legislature intends to adopt each transaction separately, in the usual form of Resolution, and the failure of any particular transaction to be completed shall in no manner affect the validity of any of the others.

Offer Number	Municipality	S/B/L	Purchaser	Foreclosed Owner	Offer Amount	Taxes Owning
PA-75-2016	City of Jamestown	060800-387.12-2-21	Christina & Mark Phanco	Roanld Parra	\$250.00	\$4,679.35
				Total	\$250.00	\$4,679.35

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date