Agenda

Audit & Control Committee

September 21, 2023, 8:35 a.m., <u>Legislative</u> <u>Chambers</u>

Livestreamed on YouTube

Gerace Office Building, Mayville, NY

- A. Call to Order
- B. Approval of Minutes (8/17/23)
- C. Privilege of the Floor
- 1. Proposed Resolution Authorize Purchase of Real Property in the Town of Chautauqua
- 2. <u>Proposed Resolution</u> Authorize Agreement with County of Cattaraugus to Extend Term of the Conewango Watershed Commission
- 3. <u>Proposed Resolution</u> Amend 2023 Budget for Tenant Work for Jury Room Alterations in the Chautauqua County Courthouse
- 4. <u>Proposed Resolution</u> Amend 2023 Budget to Implement the Gerace Office Building
 Carpet Tiles Project, Using Funding from the American Rescue Plan
 Act (ARPA)
- 5. <u>Proposed Resolution Adjust Capital Project Accounts-Road Machinery</u>
- 6. <u>Proposed Resolution</u> Authorize Agreement for Purchase and Removal of County Owned
 Timber from the Dinsbier Landfill Property on Dinsbier Rd. in the
 Town of Chautauqua
- 7. <u>Proposed Resolution Quit Claim Deeds</u>
- 8. <u>Proposed Resolution –</u> Authorize Agreement with Town of Hanover for Enhanced Police Protection Services FY24
- 9. <u>Proposed Resolution</u> Amend 2023 Emergency Services Budget for FY2019 Hazard Materials Grant Program (HM19)

- 10. <u>Proposed Resolution</u> Amend 2023 Emergency Services Budget for FY2020 SHSP Grant Expenses
- 11. <u>Proposed Resolution</u> Authorize Acceptance of Aging and Disability Vaccination Collaborative Funding for Chautauqua County
- 12. <u>Proposed Resolution Lake Erie Management Commission Authorization to Approve and Fund Projects</u>
- 13. <u>Proposed Resolution Environmental Assessment of Projects for 2024 2% Occupancy Tax Grant Program</u>
- 14. <u>Proposed Resolution</u> Authorize Clerk of the Legislature to Publish Notices Re: Public Hearings on 2024 Tentative Budget & Maximum Salary of Members of the Chautauqua County Legislature and its Chairman
- 15. <u>Discussion Coroner Update Dr. Michael Faulk</u>
- 16. <u>Other</u> –

RESOLUTION NO.				
TITLE:	Authorize Pur	chase of Real Property in the Town of Chautauqua		
BY:	Public Faciliti	ies and Audit & Control Committees:		
AT THE RI	EQUEST OF:	County Executive Paul M. Wendel, Jr. and Legislative Chairman Pierre E. Chagnon:		
Chautauqua		h Chautauqua Lake Sewer District (District) of the County of he construction of Phase 2 of a District extension on the west side of t); and		
		ect includes installation of a sewage pumping station which will require ely 0.10 acres of real property within the bounds of the Project site; and		
being part of	f the parcel descri	nately 0.10 acres of real property located in the Town of Chautauqua, ibed on the Chautauqua County Tax Map as SBL 314.12-2-34, is owned ble for the purchase price of \$7,500.00; and		
		engineer GHD Consulting Services, Inc. has recommended this property wage pumping station; and		
October 25, West Side of York State I been met an	2017, titled "App f Chautauqua Lak Environmental C d that implemen	tauqua County Resolution No. 147-16 as Renewed and Amended prove SEQRA Findings in Relation to Proposed Sewer Extension for etc." the County Legislature found in accordance with Article 8 of New Conservation Law that the requirements of 6 NYCRR Part 617 had tation of the proposed action, which included the Project, would not be erse environmental impacts, and issued a Negative Declaration; and		
		sufficient funding available for this purchase in the District's budget, nt is not needed; now therefore be it		
Districts' Ac documents f the parcel de	lministrative Boa or the acquisition escribed on the Cl	e Chairperson of the South and Center Chautauqua Lake Sewer and is hereby authorized and empowered to execute all necessary by the District from Adrienne Ploss of the real property being part of hautauqua County Tax Map as SBL 314.12-2-34 and located in the purchase price of \$7,500.00.		
	PROVED	MESSAGE ATTACHED)		
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Date

County Executive

TITLE: Authorize Agreement with County of Cattaraugus to Extend Term of the

Conewango Watershed Commission

BY: Public Facilities and Audit & Control Committees:

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

WHEREAS, pursuant to Resolution 218-18, the County Legislature authorized an agreement with the County of Cattaraugus to extend the term of the Conewango Watershed Commission until December 31, 2023 to manage the flood control structures in the Conewango Creek Watershed and to manage the 12.5 mile New York State Drainage Ditch, otherwise known as the Dredge; and

WHEREAS, the Conewango Watershed Commission and the County of Cattaraugus wish to extend the term of the Conewango Watershed Commission to continue its management of the watershed infrastructure; therefore be it

RESOLVED, That the County Executive is authorized and empowered to enter into an extension agreement with the County of Cattaraugus as described above to extend the term of the Conewango Watershed Commission to December 31, 2028 upon the following terms and conditions:

- 1. <u>Term</u>: January 1, 2024 to December 31, 2028.
- 2. Operation, Cleanup and Maintenance Expense: Subject to appropriation, to be shared equally by the counties for both Conewango Watershed Protection Projects and the Dredge. Each County agrees to continue to budget \$7,500.00 per year for Commission work.
- 3. <u>Capital Expense</u>: Subject to appropriation, counties are each responsible for capital improvements located within their borders.
- 4. Termination. Upon ninety (90) days' written notice.
- 5. Other. As negotiated by the County Executive

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County Executive	Dutt

TITLE: Amend 2023 Budget for Tenant Work for Jury Room Alterations in

the Chautauqua County Courthouse

BY: Public Facilities and Audit & Control Committees:

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

WHEREAS, the County currently has a lease agreement with the State of New York Unified Court System Eighth Judicial Court District for courtroom and court staff office space on the second floors of the Gerace Office Building and the County Courthouse; and

WHEREAS, the State of New York Unified Court System Eighth Judicial Court District has made a tenant improvement request to have alterations done to the Jury Room to create a new office area in the County Courthouse; and

WHEREAS, the total projected cost to complete the alterations is \$24,105.00; and

WHEREAS, under the current lease agreement the State of New York Unified Court System Eighth Judicial Court District provides full reimbursement to the County for tenant improvement expenses; therefore be it

RESOLVED, That the County Finance Director is hereby authorized to make the following changes to the 2023 Budget:

ESTABLISH AND INCREASE APPROPRIATION ACCOUNT:

A.1162.9999.4 Contractual – Unified Court Costs – Misc. \$24,105

INCREASE REVENUE ACCOUNT:

A.1162.9999.R302.1000 NYS Aid – Court Facilities \$24,105

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County Executive	Date

CHAUTAUQUA CO	OUNTY
RESOLUTION NO	

TITLE: Amend 2023 Budget to Implement the Gerace Office Building Carpet Tiles

Project, Using Funding from the American Rescue Plan Act (ARPA)

BY: Public Facilities and Audit & Control Committees:

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

WHEREAS, President Biden signed into law the American Rescue Plan Act (ARPA) on March 11, 2021, and this legislation contains a wide array of stimulus and recovery funding designed to ensure the nation's swift economic and public health recovery from COVID-19; and

WHEREAS, Chautauqua County received an award of \$24,649,420 in ARPA funding, all of which is available for general county spending based on the Treasury Department's revenue loss formula and other guidance; and

WHEREAS, an ARPA Spending Plan was thoroughly reviewed by an ARPA working group, the County Executive, and the County Legislature, and was adopted pursuant to Resolution No. 202-21; and

WHEREAS, some funds allocated in the ARPA Spending Plan are no longer needed for the originally designated project(s), and are now available for other projects, and a procedure has been established for the ARPA working group to review new requests for APPA funds and to allocate the available funds; and

WHEREAS, the Gerace Office Building Carpet Tiles project fits within the guidelines for ARPA spending, and is needed to bring continuity to the appearance of the Gerace Office Building, to provide safer surfaces for employees and visitors thereby potentially reducing liability claims, as well as to complete the professional look of the building, and budget amendments are necessary to authorize spending for the project; now therefore be it

RESOLVED, That the Director of Finance is hereby authorized and directed to make the following changes to the 2023 Adopted Budget:

ESTABLISH & INCREASE APPROPRIATION ACCOUNT: A.1620.5060.4 Contractual—GOB Carpet Tiles \$50,000

ESTABLISH & INCREASE REVENUE ACCOUNT:

A.1620.5060.R408.9ARP Federal Aid—Oth Fed Aid ARPA Funds \$50,000

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County Executive	Date

TITLE: Adjust Capital Project Accounts-Road Machinery

BY: Public Facilities and Audit & Control Committees:

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

WHEREAS, pursuant to Resolution 126-21 the Chautauqua County Legislature approved a project for the Sheridan Shop Fuel System (2021) Project H.5130.25217; and

WHEREAS, all costs for the Sheridan Shop Fuel System (2021) Project H.5130.25217 have been recorded and the project can be closed: and

WHEREAS, the Chautauqua County Department of Public Facilities (DPF) has funding for the Sherman Shop Fuel System (2017) Project H.5130.25977 to upgrade the fuel system located at the DPF Sherman Shop; and

WHEREAS, the Chautauqua County Finance Department received bids to complete the fuel system upgrades at the DPF Sherman Shop and all quotes received exceeded the anticipated budget due to rising costs for the project; and

WHEREAS, DPF would like to transfer funds from capital project H.5130.25217 (Sheridan Shop Fuel System) to H.5130.25977 (Sherman Shop Fuel System) to complete the Sherman Shop Fuel System Project; now therefore be it

RESOLVED, That the Director of Finance is hereby authorized and directed to make the following changes to the 2023 Adopted Budget:

INCREASE APPROPRIATION ACCOUNT:

H.5130.25977.4	Contrac	ctual—	-Roac	d Ma	ichii	nery,	
	C1	O1	_	1 0		(0017)	

Sherman Shop Fuel System (2017) \$55,865

INCREASE REVENUE ACCOUNT:

H.5130.25977.R503.1000 Interfund transfers-Interfund Transfer \$55,865

DECREASE APPROPRIATION ACCOUNT:

H.5130.25217.4 Contractual—Road Machinery,

Sheridan Shop Fuel System (2021) \$55,865

DECREASE REVENUE ACCOUNT:

H.5130.25217.R503.1000 Interfund Transfers--Interfund Transfer \$55,865

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CHAUTAUQUA COUNTY	
RESOLUTION NO	

TITLE: Authorize Agreement for Purchase and Removal of County Owned Timber from

the Dinsbier Landfill Property on Dinsbier Rd. in the Town of Chautauqua

BY: Public Facilities and Audit & Control Committees:

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

WHEREAS, the County of Chautauqua solicited competitive bids to sell approximately 183,333 board feet of marked hard and softwood sawtimber located on County owned property in the Town of Chautauqua, and designated on the Chautauqua County Tax Map for the Town of Chautauqua as Section Block and Lot numbers 278.00-2-5, 278.00-2-6, 278.00-2-7, 279.00-1-27, and 279.00-1-2 (Dinsbier Landfill); and

WHEREAS, bid invitations were sent to reliable bidders and two bids were received in response thereto; and

WHEREAS, Gutchess Lumber Company Inc., headquartered at 890 McLean Rd, Cortland, NY 13045 submitted the highest bid for Reforestation Parcel #11 with a bid in the amount of \$111,570; and

WHEREAS, the total sale amount payable to Chautauqua County is \$111,570 and pursuant to Resolution 164-02, revenue from the sale of timber rights will be dedicated to capital improvements to the County parks system; and

WHEREAS, it is appropriate to accept the bid submitted by Gutchess Lumber Company, Inc., as the offered prices exceed the fair market appraisal; now, therefore, be it

RESOLVED, That the County Executive is hereby authorized and empowered to execute agreements with Gutchess Lumber Company, Inc for the sale and removal of sawtimber on the above-noted property at the above-stated price, with proceeds placed in the Parks Capital account; and be it further

RESOLVED, That the Director of Finance is hereby authorized and directed to make changes to the 2023 Adopted Budget:

INCREASE CAPITAL APPROPRIATION ACCOUNT:

H.7110.25002.4 Contractual—Parks-Parks Capital Improvements \$111,570

INCREASE CAPITAL REVENUE ACCOUNT:

H.7110.25002.R265.2000 Sale of Property/Compensa—Sale of Forest Products \$111,570

APPROVED		
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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 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 County Executive and Chairman of this Legislature be hereby authorized to execute Quitclaim Deeds conveying to the offeror 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 Owing
QC-137-2023	Westfield	067201-192.20-2-4	Northeast Property Partners LLC	Northeast Property Partners LLC	\$1,906.43	\$1,906.43

APPROVED	
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County Executive	Date

CHAUTAUQUA COUNTY	
RESOLUTION NO.	

	RESULUTION NO.
TITLE:	Authorize Agreement with Town of Hanover for Enhanced Police Protection Services FY24
BY:	Public Safety and Audit & Control Committees:
AT THE RE	QUEST OF: County Executive Paul M. Wendel, Jr.:
requested the protection ser	REAS, the Town of Hanover and the Village of Silver Creek have Chautauqua County Office of the Sheriff provide enhanced police vices within the geographical boundaries of the Town of Hanover and the ver Creek for the 2024 calendar year; and

WHEREAS, the Chautauqua County Office of the Sheriff has negotiated a tentative agreement with the Town of Hanover and the Village of Silver Creek for the period from January 1, 2024 through December 31, 2024 for an estimated cost not to exceed \$626,513; and

WHEREAS, this revenue is included in the 2024 Budget so no budget amendments are needed; now therefore be it

RESOLVED, That the County Executive is hereby authorized to and empowered to execute an agreement with the Town of Hanover for enhanced police protection services as set forth above with revenue to be credited to account A.3110.R226.0000.

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TITLE: Amend 2023 Emergency Services Budget for FY2019 Hazard Materials

Grant Program (HM19)

BY: Public Safety and Audit & Control Committees:

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

WHEREAS, the Office of Emergency Services was awarded a Regional Partnership Grant in the amount of \$94,0000 under the 2019 Hazmat Grant Program; and

WHEREAS, pursuant to Resolution 108-21, the County Executive was authorized to execute an agreement to secure the grant funding with the NYS Division of Homeland Security and Emergency Services; and

WHEREAS, the term of the grant is September 1, 2020 through August 31, 2023, and

WHEREAS, \$12,335 in unused revenue and in unused expenditures associated with this grant were not included in the 2023 operating budget; now therefore be it

RESOLVED, That the Director of Finance is hereby directed to make the following changes to the 2023 Adopted Budget:

INCREASE APPROPRIATION ACCOUNT:

A.36402	Equipment	\$12,335
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INCREASE REVENUE ACCOUNT:

A.3640.---R430.5004 Federal Aid-Homeland Security \$12,335

APPROVED		
	O MESSAGE ATTACHED	
County Executive	Date	

CHAUTAUQUA COUNTY

	RESOLUTION NO		
TITLE:	Amend 2023 Emergency Services Budget for FY	2020 SHSP Gran	t Expenses
BY:	Public Safety and Audit & Control Committees:		
AT THE R	REQUEST OF: County Executive Paul M. Wendel,	Jr.:	
	IEREAS, the Office of Emergency Services was awarate Homeland Security Program (SHSP), and	rded funds of \$13	9,194 under the
execute an a	IEREAS, pursuant to Resolution 194-20, the County agreement to secure the grant funding with the NYS ency Services; and		
WHI	IEREAS, the term of the grant is September 1, 2020 to	through February	29, 2024, and
	HEREAS, the remaining balance of \$23,693 needs to lose out the grant; now therefore be it	be included in the	e 2023 operating
	SOLVED, That the Director of Finance is hereby director 2023 Adopted Budget:	ected to make the	following
INCREASE A.3010 A.3010	1 1		\$22,954 <u>\$ 739</u> \$23,693
	E REVENUE ACCOUNT: R430.5004 Emergency Mgt Assistance- Hom	eland Security	\$23,693
	PPROVED ETOES (VETO MESSAGE ATTACHED)		

Date

County Executive

TITLE: Authorize Acceptance of Aging and Disability Vaccination Collaborative Funding

for Chautauqua County

BY: Human Services and Audit & Control Committees:

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

WHEREAS, Chautauqua County Office for Aging Services (OFAS) has been awarded new grant funding from USAging and the Administration for Community Living under the Aging and Disability Vaccination Collaborative to vaccinate people of any age against COVID, Flu, Shingles and Pneumonia; and

WHEREAS, such funds are to be utilized to cover all costs related to vaccine delivery, including advertising and incentives; and

WHEREAS, OFAS will be working with the county departments of Health and Mental Hygiene, and community partners like the Chautauqua Center, Housing Service Coordinators, and the United Ways to deliver vaccines and outreach to community underserved populations;

WHEREAS, Chautauqua County OFAS will receive up to \$286,500.00 in funding to be utilized from 8/20/2023 until 4/15/2024, all with no local share requirement; and

WHEREAS, such funds have not been included in the 2023 budget; now therefore be it

RESOLVED, That the County Executive be and hereby is authorized to accept said funding; and be it further

RESOLVED, That the Director of Finance is authorized to establish the appropriate accounts and directed to make the following change to the 2023 Adopted Budget:

INCREASE REVENUE ACCOUNT:

A.6772.R477.2000	Federal Aid - OFA Programs	\$286,500
INCREASE APPRO	PRIATION ACCOUNT:	
A.67721	Personal Services - Office for Aging Services	\$ 20,000
A 6772 A	Contractual Office for Asing Compies	\$254,000

11.0//2	Tersonal Services Since for right Services	Ψ 20,000
A.67724	Contractual - Office for Aging Services	\$254,000
A.67728	Employee Benefits - Office for Aging Services	\$ 12,500
	Total	\$286,500

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County Executive	Date

CHAUTAUQUA (COUNTY
RESOLUTION NO.	

TITLE: Lake Erie Management Commission Authorization to Approve and Fund Projects BY: Planning and Economic Development and Audit & Control Committees: AT THE REQUEST OF: County Executive Paul M. Wendel, Jr.: WHEREAS, Chautauqua County established the Lake Erie Management Commission ("LEMC") in 2011 by Resolution 187-11, and WHEREAS, the mission of the Lake Erie Management Commission (LEMC) shall be to identify, prioritize, and recommend projects for the protection and enhancement of water related resources that promote a safe and healthy environment for all within the Chautauqua County Lake Erie Watershed, and WHEREAS, following such identification, prioritization and recommendation, Chautauqua County will often contract with municipalities in the watershed using specialized funding for projects to enhance safety and environmental health, and WHEREAS, the size and scope of the projects may vary, but are typically in the range of \$1,000 to \$26,000 dollars; now therefore be it RESOLVED, That the County Executive is authorized to enter into intermunicipal agreements with municipalities in the Lake Erie Watershed for LEMC projects. **APPROVED VETOES (VETO MESSAGE ATTACHED)**

Date

County Executive

TITLE: Environmental Assessment of Projects for 2024 2% Occupancy Tax Grant

Program

BY: Planning and Economic Development and Audit & Control Committees:

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

WHEREAS, the Chautauqua County Legislature requested by Resolution No. 200-23 that the Chautauqua County Department of Planning and Development ("CCDPD") conduct a review under the New York State Environmental Quality Review Act ("SEQRA") for the projects approved by the Waterways Panel for funding in 2024 as set forth below and provide a report and recommendations to the County Legislature; and

WHEREAS, CCDPD and the various involved agencies have reviewed the projects consistent with SEQRA and applicable state regulations; and

WHEREAS, the CCDPD recommends that the projects that are ranked as numbers 1 through 10 on the Waterways Panel list provided below be classified as Unlisted Actions under 6 N.Y.C.R.R. Part 617.2 of the regulations of the Department of Environmental Conservation; and

WHEREAS, the County has caused the attached Short Environmental Assessment Forms (SEAF) to be prepared for all projects recommended to be classified as Unlisted Actions; and

WHEREAS, the County has reviewed and analyzed the SEAF for each project, and considered any relevant areas of environmental concern and probable environmental impacts of the Actions to determine if the Actions may have any significant adverse environmental effects; now, therefore be it

RESOLVED, That the County hereby finds and determines that Actions listed and identified below will not have a significant adverse environmental impact in accordance with New York State Environmental Quality Review Act, Article 8 of the New York Environmental Conservation Law, and pursuant to the implementing regulations found at 6 N.Y.C.R.R. Part 617, and accordingly, is issuing a negative declaration.

Project/Agency or Organization	Rank	Amount Requested
Fairmount Stormwater Basin and Watershed Improvement		
Project	1	\$40,000.00
Town of Ellicott Sediment Traps	2	\$12,250.00
Jurkowski Detention Project	3	\$24,885.00
Kyser Shoreline Stabilization	4	\$11,300.00
Henige Stream Restoration	5	\$7,326.00
Soon Stabilization Project	6	\$40,000.00
Sheridan Bay Park Climate Resiliency	7	\$40,000.00
Wadin Stabilization Project	8	\$18,425.00
Wilson Streambank Stabilization	9	\$36,530.00
Hilmey Stabilization Project	10	\$20,000.00
	Total	\$250,716.00

VETOES (VETO MI	ESSAGE ATTACHED)
County Executive	Date

APPROVED

TITLE: Authorize Clerk of the Legislature to Publish Notices – Re: Public Hearings on 2024 Tentative Budget & Maximum Salary of Members of the Chautauqua County Legislature and its Chairman

BY: Audit & Control Committee:

AT THE REQUEST OF: Chairman Pierre Chagnon:

WHEREAS, Pursuant to Sections 359 and 271 of the County Law public hearings must be held on the Tentative Budget, with statement of maximum salary of members of County Legislature included in notice; and

WHEREAS, Such notice shall state the time, place and purpose of the public hearing on the Tentative Budget and that copies of the budget will be available for distribution and inspection and specify therein the maximum salary that may be fixed and payable to members of the Legislature and Chairman thereof during the ensuing year; therefore be it

RESOLVED, That the Clerk of the Legislature be and hereby is authorized and empowered to advise in such publications that a public hearing will be held on the 2024 Tentative Budget on Wednesday, October 25, 2023 at 6:35 P.M. in the Legislative Chambers, Gerace Office Building, Mayville, New York; and be it further

RESOLVED, That the Clerk of the Legislature be and hereby is authorized and empowered to advise in notice of public hearing on Tentative Budget that the 2024 salary of each Legislator shall be no more than \$9,000, that the Chairman of the Legislature shall be paid no more than \$8,000 in addition to his Legislator's salary and that the following positions be additionally compensated no more than the amounts indicated nor for more than one of the positions listed, over and above the basic Legislator's salary.

Majority Leader	\$1000.00
Minority Leader	\$1000.00
(1) Assistant Majority Leader	\$ 500.00
(1) Assistant Minority Leader	\$ 500.00
Each Committee Chairman	\$1000.00
Ranking Members	\$ 250.00

APPROVED	
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