

Agenda

Administrative Services Committee

March 18, 2024, 5:00 p.m., Legislative Chambers

Livestreamed on YouTube

Gerace Office Building, Mayville, NY

- A. Call to Order
- B. Approval of Minutes (02/20/24)
- C. Privilege of the Floor
 - 1. Proposed Resolution – Cancellation of Taxes on Donation to Land Bank
 - 2. Proposed Resolution – Transfer American Rescue Plan Act (ARPA) Spending Plan Budgets from 2023 to 2024
 - 3. Proposed Resolution – Reallocating Salary Grade for Bridge Construction Supervisor and Carpenter
 - 4. Proposed Resolution – Setting Salary for Carpenter Trainee
 - 5. Proposed Resolution – Setting Salary for Senior Carpenter
 - 6. Discussion –
 - Renew and Amend Resolution 71-24 – Amend Senior Real Property Tax Exemption
 - 7. Other –

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Cancellation of Taxes on Donation to Land Bank

BY: Administrative Services and Audit & Control Committees:

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

WHEREAS, the New York Real Property Tax Law Section 1182 provides for the cancellation of interest, penalties and other charges where the governing body holds such cancellation is in the best interest of the tax district; and

WHEREAS, 501 South Roberts Road in the City of Dunkirk was sold in the auction of tax foreclosed properties and the owner has attempted renovation and reinvestment but has been advised by engineering professionals the property cannot be salvaged therefore the current owner has offered to donate the property to the Chautauqua County Land Bank Corporation; and

WHEREAS, the Land Bank had intended to withdraw this parcel from the foreclosure auction for demolition prior to sale and intends to demolish and place the remaining lot for sale to new investors; now therefore be it

RESOLVED, That the Tax Enforcement Officer is authorized to cancel all charges on the following parcels:

501 South Roberts Road 79.16-6-1

APPROVED
VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

CHAUTAUQUA COUNTY
RESOLUTION NO. _____

TITLE: Transfer American Rescue Plan Act (ARPA) Spending Plan Budgets from 2023 to 2024

BY: Administrative Services and Audit & Control Committees:

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

WHEREAS, the 2023 Adopted Budget was amended to include appropriations and revenues for a number of projects funded by the American Rescue Plan Act (ARPA); and

WHEREAS, some of these projects were not completed in 2023 but are expected to be continued and/or completed in 2024; and

WHEREAS, the remaining budgets for these projects need to be included in 2024 operating budgets; and therefore be it

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

INCREASE APPROPRIATION ACCOUNTS:

A.1410.----.4	Contractual - Records Management	\$70,620
A.1620.5060.4	Contractual - Buildings & Grounds	\$50,000
A.1680.----.4	Contractual - Information Technology	\$30,000
A.3010.----.2	Equipment - Emergency Services	\$9,446
A.3010.----.2	Equipment - Emergency Services	\$75,000
A.3010.----.4	Contractual - Emergency Services	\$30,000
A.3010.----.4	Contractual - Emergency Services	\$1,291
A.3150.----.2	Equipment - Jail	\$200,000
A.3150.----.4	Contractual - Jail	\$19,561
A.3150.----.4	Contractual - Jail	\$27,863
A.3989.EMS.4	Contractual - Emergency Medical Service	\$12,116
A.4090.----.4	Contractual - Environmental Health	\$59,897
A.4320.----.4	Contractual - Mental Hygiene Programs	\$10,000
A.5610.5610.4	Contractual - Chautauqua County Airport	\$50,000
A.6010.----.4	Contractual - Social Services Admin	\$38,834
A.6010.----.4	Contractual - Social Services Admin	\$99,962
A.6420.----.4	Contractual - Promotion of Industry	\$63,000
A.6420.COMC.4	Contractual - Promotion of Industry	\$255,664
A.6420.COMC.4	Contractual - Promotion of Industry	\$3,337
A.8020.----.4	Contractual - Planning	\$33,211
A.8020.----.4	Contractual - Planning	\$250,000
A.8020.WTRS.2	Equipment - Planning	\$740,242
A.8020.WTRS.4	Contractual - Planning	\$42,971
A.8020.WTRS.4	Contractual - Planning	\$57,279
A.8020.WTRS.4	Contractual - Planning	\$32,473
A.8020.WTRS.4	Contractual - Planning	\$40,000
A.8020.WTRS.4	Contractual - Planning	\$24,000
	Total	<u>\$2,326,767</u>

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

INCREASE REVENUE ACCOUNTS:

A.1410.----.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$70,620
A.1620.5060.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$50,000
A.1680.----.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$30,000
A.3010.----.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$9,446
A.3010.----.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$75,000
A.3010.----.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$30,000
A.3010.----.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$1,291
A.3150.----.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$200,000
A.3150.----.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$19,561
A.3150.----.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$27,863
A.3989.EMS.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$12,116
A.4090.----.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$59,897
A.4320.----.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$10,000
A.5610.5610.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$50,000
A.6010.----.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$38,834
A.6010.----.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$99,962
A.6420.----.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$63,000
A.6420.COMC.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$255,664
A.6420.COMC.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$3,337
A.8020.----.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$33,211
A.8020.----.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$250,000
A.8020.WTRS.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$740,242
A.8020.WTRS.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$42,971
A.8020.WTRS.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$57,279
A.8020.WTRS.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$32,473
A.8020.WTRS.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$40,000
A.8020.WTRS.R408.9ARP	Federal Aid-Oth Fed Aid ARPA Funds	\$24,000
	Total	<u>\$2,326,767</u>

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Reallocating Salary Grade for Bridge Construction Supervisor and Carpenter

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

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

WHEREAS, the Director of Public Facilities requested a review of the Bridge Construction Supervisor and Carpenter salary grades; and

WHEREAS, the Human Resources staff reviewed the salary grades and duties currently being performed by Bridge Construction Supervisor and Carpenter positions as compared to similar positions in that department; and

WHEREAS, the position of Bridge Construction Supervisor and Carpenter is covered by the terms of the CSEA 6300 Agreement and is allocated to Grade 14 and Grade 10, respectively, of the CSEA 6300 salary schedule; and

WHEREAS, the Human Resources staff has recommended that the position of Bridge Construction Supervisor be increased three (3) grades on the CSEA 6300 salary schedule; and

WHEREAS, the Human Resources staff has recommended that the position of Carpenter be increased two (2) grades on the CSEA 6300 salary schedule; and

WHEREAS, the Reallocation Committee, as defined by the CSEA Unit 6300 Collective Bargaining Agreement, comprised of the County Executive, Director of Human Resources and President of CSEA Unit 6300, met and approved the recommended grade changes; now therefore, be it

RESOLVED, That the title of Bridge Construction Supervisor currently allocated to salary grade 14 shall be reallocated to salary grade 17 and the title of Carpenter currently allocated to salary grade 10 shall be reallocated to salary grade 12 as follows:

2024 CSEA 6300 SALARY SCHEDULE											
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
10			21.51	22.50	23.05	23.89	24.54	25.34	26.10	26.88	27.69
12			22.90	23.89	24.54	25.34	26.21	27.04	27.85	28.69	29.55
14			24.30	25.34	26.21	27.04	27.94	28.94	29.81	30.70	31.62
17			26.81	27.94	28.94	29.99	30.98	32.11	33.07	34.06	35.08

APPROVED
VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Setting Salary for Carpenter Trainee

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

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

WHEREAS, the Director of Public Facilities has requested that salary be set for a new position that involves semi-skilled carpentry work, primarily in the construction and maintenance of bridges plus a wide variety of other carpentry and masonry work; and

WHEREAS, the Human Resources Department has classified the position as Carpenter Trainee and supports the request that the salary be set at Grade 8; now therefore be it

RESOLVED, That the title of Carpenter Trainee be added to the Chautauqua County CSEA Unit 6300 Salary Plan at Grade 8:

Grade 8 2024: (\$20.30- \$26.11) per hour

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Setting Salary for Senior Carpenter

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

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

WHEREAS, the Director of Public Facilities has requested that salary be set for a new position that involves skilled carpentry work, primarily in the construction and maintenance of bridges plus a wide variety of other carpentry and masonry work; and

WHEREAS, the Human Resources Department has classified the position as Senior Carpenter and supports the request that the salary be set at Grade 14; now therefore be it

RESOLVED, That the title of Senior Carpenter be added to the Chautauqua County CSEA Unit 6300 Salary Plan at Grade 14:

Grade 14 2024: (\$24.30- \$31.62) per hour

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

RENEW AND AMEND

**CHAUTAUQUA COUNTY
RESOLUTION NO. 71-24**

TITLE: Amend Senior Real Property Tax Exemption

BY: Administrative Services and Audit & Control Committees:

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

WHEREAS, Chautauqua County has offered a partial real property tax exemption since 1967 to senior citizen homeowners whose incomes are below a certain level set by occasional resolution; and

WHEREAS, the current \$22,000.00 income limit has not been modified since 2017 and as a result, several senior citizens who were once eligible for the exemptions are no longer eligible for this important tax reduction; and

WHEREAS, New York State Real Property Tax Law §467 authorizes an income ceiling of up to \$58,400.

WHEREAS, it is proposed that the income limits be increased to \$30,000 effective as of the next taxable status date (March 1, 2024); now therefore be it

RESOLVED, That effective as of the next taxable status date (March 1, 2024), the County of Chautauqua does hereby increase the income eligibility limit to \$30,000.00 for partial real property tax exemption for senior citizens pursuant to Section 467 of the New York Real Property Tax Law.

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date