

Minutes
Administrative Services Committee
August 19, 2024, 5:00 p.m., Legislative Chambers
Livestreamed on YouTube
Gerace Office Building, Mayville, NY

Members Present: Scudder, Heiser, Vanstrom, Parker, Anthony

Others: Lee, N. Quattrone, Chagnon, Swan, Zafuto, Card, Rodgers, Makowski, Faulk

Complete video of meeting can be viewed on YouTube

Chairman Scudder called the meeting to order at 5:02 p.m.

Approval of Minutes (07/15/24)

MOVED by Legislator Anthony, SECONDED by Legislator Vanstrom.

Unanimously Carried

Privilege of the Floor

No one chose to speak.

Proposed Resolution – Transfer American Rescue Plan (ARPA) Spending Plan Budget from 2023-2024 County Clerk’s Office – *Presented by Sam Zafuto, Deputy Director of Finance*

Unanimously Carried

Proposed Resolution – Amend Chautauqua County Purchasing Policy – *Presented by Sam Zafuto, Deputy Director of Finance*

Unanimously Carried

Proposed Resolution – Authorizing 2025 Levy of Participant's Share of Chautauqua County Self-Insurance Plan (Workers’ Compensation) Costs – *Presented by Sam Zafuto, Deputy Director of Finance*

Unanimously Carried

Proposed Resolution – Standard Workday and Reporting Resolution – *Presented by Debbie Makowski, Director of Human Resources*

Unanimously Carried

Proposed Resolution – Setting the Salary for Land Surveyor – *Presented by Drew Rodgers, Deputy Director of Public Facilities Engineering and Tim Card, DPF Director*

Unanimously Carried

Proposed Resolution – Reallocating Salary Grade for Case Manager (Health) – *Presented by Dr. Michael Faulk, Chief Medical Officer for Chautauqua County*

MOVED by Legislator Vanstrom, SECONDED by Legislator Anthony to Table – Unanimously Carried to Table

MOVED by Legislator Vanstrom, SECONDED by Legislator Heiser to adjourn

Unanimously Carried (5:23 p.m.)

Respectfully submitted and transcribed,
Olivia Lee, Clerk of the Legislature/Kristi R. Zink, Deputy Clerk