

Agenda

Administrative Services Committee

May 19, 2025, 5:00 p.m., Legislative Chambers

Livestreamed on YouTube

Gerace Office Building, Mayville, NY

- A. Call to Order
- B. Approval of Minutes (4/14/25)
- C. Privilege of the Floor

- 1. Local Law Intro 3-25 – A Local Law Continuing an Additional Mortgage Tax
- 2. Proposed Resolution – Authorize Lease Agreement with Jamestown’s Rental Properties, LLC for Office Space for the Jamestown DMV
- 3. Proposed Resolution – Authorize Payment of \$132,500 for Settlement of Claim of the Estate of Gregory Gallaway
- 4. Proposed Resolution – Setting Transportation Stipend - Chautauqua County Coroners
- 5. Proposed Resolution – Distribution of Mortgage Taxes
- 6. Proposed Resolution – Amend 2024 Budget for Year End Reconciliations – Various General Fund Departments
- 7. Proposed Resolution – Amend 2024 Budget for Year End Reconciliations – Various Enterprise Fund Departments
- 8. Proposed Resolution – Amend 2024 Budget for Year End Reconciliations – Workers Compensation Fund
- 9. Other –

LOCAL LAW
INTRODUCTORY NO. 3-25
CHAUTAUQUA COUNTY

A LOCAL LAW CONTINUING AN ADDITIONAL MORTGAGE TAX

BE IT ENACTED, by the County Legislature of the County of Chautauqua, New York, as follows:

1. Purpose. The purpose of this Local Law is to continue without interruption the additional mortgage tax previously imposed and continued pursuant to Local Laws 6-05, 8-08, 3-11, 4-14, 1-17, 7-19, and 8-22 of the County of Chautauqua.
2. Additional Mortgage Tax. Pursuant to Section 253-o of New York State Tax Law and other applicable law, there is hereby continued an additional tax of twenty-five cents for each one hundred dollars and each remaining major fraction thereof of principal debt or obligation which is or under any contingency may be secured at the date of execution thereof, or at any time thereafter, by a mortgage on real property situated within the County of Chautauqua and recorded on or after the date upon which such tax takes effect and a tax of twenty-five cents on such mortgage if the principal debt or obligation which is or by any contingency may be, secured by such mortgage is less than one hundred dollars.
3. Administration, Collection, and Payment of Additional Mortgage Tax. The additional mortgage tax continued pursuant to this Local Law shall be administered, collected, and paid over to the County of Chautauqua in the manner provided in Section 253-o of New York State Tax Law and other applicable law.
4. Effective Date. This local law shall take effect August 1, 2025, and applies to the period beginning August 1, 2025, and continuing through, and including, April 30, 2028. A certified copy of this local law shall be mailed by certified mail to the New York State Commissioner of Taxation and Finance, and shall be filed with the County Clerk, the Secretary of State, and the Office of State Comptroller.

Sponsor: Legislator Scudder

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Authorize Lease Agreement with Jamestown's Rental Properties, LLC
for Office Space for the Jamestown DMV

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

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

WHEREAS, the County desires to continue to occupy space owned by Jamestown's Rental Properties, LLC as previously authorized by Resolution 92-25, such space consisting of approximately 3,085 square feet located at 512 West Third Street, Suite 2, Jamestown, New York, in the County of Chautauqua, State of New York, for use by the Chautauqua County Jamestown DMV; and

WHEREAS, negotiations have been undertaken and the parties have arrived at tentative lease terms mutually agreeable to the County and Jamestown's Rental Properties, LLC; now therefore be it

RESOLVED, That the County Executive is hereby authorized and empowered to execute a lease agreement with Jamestown's Rental Properties, LLC upon the following terms and conditions:

- 1) Premises: Approximately 3,085 square feet of office space located at 512 West Third Street, Suite 2, Jamestown, New York.
- 2) Term: June 1, 2025 through May 31, 2027.
- 3) Rent: \$17.76 per square foot for the first year with a 4% increase every year thereafter.
- 4) Utilities: Landlord shall be responsible for all utilities, including heat and electric. County is responsible for the cost of the phone and computer lines, including installation fees.
- 5) Other: As negotiated by the County Executive.

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Authorize Payment of \$132,500 for Settlement of Claim of the Estate of Gregory Gallaway

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

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

WHEREAS, payment for the settlement of claims for amounts equal to or greater than \$25,000 require approval of the County Legislature pursuant to General Municipal Law § 6-n and Local Law 4-86 of the County of Chautauqua, as amended; and

WHEREAS, the County's Law Department has recommended settlement of the claim of the Estate of Gregory Gallaway for the sum of \$132,500, of which the County will be responsible for \$66,250 pursuant to the County's insurance deductible, with the remaining half of the settlement sum expected to be paid by the County's insurance carrier; now therefore be it

RESOLVED, That the Chautauqua County Legislature approves the payment of \$132,500 to the Estate of Gregory Gallaway, to be paid out of the County's Liability and Casualty Reserve Fund for the settlement of the claim of the Estate of Gregory Gallaway; and be it further

RESOLVED, That CS Fund Balance is appropriated as follows:

INCREASE THE USE OF FUND BALANCE:

CS.-----	.863.0000	Fund Balance, Reserved Fund Balance – Insurance Reserve	\$66,250
----------	-----------	---	----------

; and be it further

RESOLVED, That the Director of Finance is authorized and directed to make the following changes to the 2025 budget:

INCREASE APPROPRIATION ACCOUNT:

CS.1930.----.4	Contractual – Judgments & Claims	\$66,250
----------------	----------------------------------	----------

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date _____

CHAUTAUQUA COUNTY
RESOLUTION NO. _____

TITLE: Setting Transportation Stipend - Chautauqua County Coroners

BY: Administrative Services, Human Services and Audit & Control
Committees:

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

WHEREAS, Resolution 304-18 established that the compensation for each County Coroner shall be set on the Management Salary Plan at the Non-Scheduled Salary Range; and

WHEREAS, Resolution 31-20 amended the Chautauqua County Charter to provide that the fixed annual salary of each County Coroner be designated within the salary range of \$2,500 - \$15,000 with the sum of \$150 per coroner case paid in addition to the fixed salary; and

WHEREAS, the Chief Medical Officer is requesting that a Coroner Transport Stipend, in addition to per-coroner case, be available to Coroners to perform transportation of decedents to the Erie County Medical Examiner's Office or another medical examiner office/destination; and

WHEREAS, the Chief Medical Officer recommends that coroners be paid \$250 per transport to the Erie County Medical Examiner's Office or other medical examiner office/destination not located within Chautauqua County, and \$175 for any transport performed within Chautauqua County; and

WHEREAS, there is sufficient funding included in the 2025 Adopted Budget so a budget amendment is not needed; now therefore be it

RESOLVED, That Resolution 31-20 is amended to provide that a Coroner Transportation Stipend be paid to each County Coroner at a rate of \$250 per transport to the Erie County Medical Examiner's Office or other medical examiner office/destination not located within Chautauqua County, and \$175 for any transport performed within Chautauqua County.

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date _____

CHAUTAUQUA COUNTY
RESOLUTION NO. _____

TITLE: Distribution of Mortgage Taxes

BY: Administrative Services and Audit & Control Committees:

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

RESOLVED, That the Clerk of the County Legislature of Chautauqua County be and hereby is authorized and directed to compute the amount of Mortgage Tax Monies due the various municipalities under Section 261 of the Tax Law and to draw the warrant or order on the Director of Finance for the distribution to said municipalities of all monies due pursuant to said act and to do all things required to be done by the Board of Legislators as required by Law:

<u>Town</u>		<u>City</u>		<u>Village</u>	
Arkwright	\$9,576.53	Dunkirk	\$39,068.75	Bemus Point	\$3,279.23
Busti	\$55,878.06	Jamestown	<u>\$92,040.62</u>	Brocton	\$1,825.15
Carroll	\$14,812.13	<i>City Total:</i>	\$131,109.37	Cassadaga	\$1,503.51
Charlotte	\$2,802.21			Celoron	\$3,690.87
Chautauqua	\$51,554.55			Falconer	\$5,332.90
Cherry Creek	\$3,699.15			Fredonia	\$22,758.65
Clymer	\$6,843.43			Lakewood	\$16,310.76
Dunkirk	\$10,773.53			Mayville	\$4,118.14
Ellery	\$49,097.24			Panama	\$972.88
Ellicott	\$48,355.05			Sherman	\$1,070.51
Ellington	\$4,184.44			Silver Creek	\$4,129.95
French Creek	\$8,062.40			Sinclairville	\$543.70
Gerry	\$7,266.09			Westfield	<u>\$4,464.18</u>
Hanover	\$34,764.52			<i>Village Total:</i>	\$70,000.42
Harmony	\$8,294.41				
Kiantone	\$9,260.98				
Mina	\$9,183.31				
North Harmony	\$25,667.77			Grand Total:	\$682,024.21
Poland	\$6,041.62				
Pomfret	\$46,362.33				
Portland	\$20,161.00				
Ripley	\$8,849.32				
Sheridan	\$6,460.41				
Sherman	\$5,638.93				
Stockton	\$9,445.25				
Villanova	\$5,656.01				
Westfield	<u>\$12,223.74</u>				
<i>Town Total:</i>	\$480,914.42				

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date _____

CHAUTAUQUA COUNTY
RESOLUTION NO. _____

TITLE: Amend 2024 Budget for Year End Reconciliations –
Various General Fund Departments

BY: Administrative Services and Audit & Control Committees:

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

WHEREAS, some departmental expenditures have exceeded initial budgetary estimates,
as well as some appropriations have a surplus; and

WHEREAS, some revenues are in excess of budget; now 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.1310.----.4	Contractual - Department of Finance	\$ 3,597
A.3989.EMS.2	Equipment - EMS-Fly Car & Ambulance Services	10,000
A.6010.----.8	Employee Benefits - Social Services Admin	27
A.9950.----.4	Contractual - Transfer to Capital	<u>51,111</u>
	Total	\$64,735

DECREASE APPROPRIATION ACCOUNTS:

A.1330.----.8	Employee Benefits - Real Property Tax	\$ 3,597
A.6101.----.4	Contractual - Medical Assistance	<u>27</u>
	Total	\$ 3,624

INCREASE REVENUE ACCOUNTS:

A.3989.EMS.R348.9000	New York State Aid-Other Health	\$10,000
A.9950.----.R408.9ARP	Federal Aid-ARPA Funds	<u>51,111</u>
	Total	\$61,111

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

CHAUTAUQUA COUNTY
RESOLUTION NO. _____

TITLE: Amend 2024 Budget for Year End Reconciliations –
Various Enterprise Fund Departments

BY: Administrative Services and Audit & Control Committees:

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

WHEREAS, some departmental expenditures have exceeded initial budgetary estimates,
as well as some appropriations have a surplus; and

WHEREAS, some revenues are in excess of budget; now 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:

EL.8160.1000.4	Contractual - Environment-Landfill	\$ 10,404
ESP.9901.----.9	Interfund Transfers - Transfer to Other Funds	33,851
ESS.9710.----.7	Interest - Debt Service/Serial Bonds	9,954
EWN.8310.----.4	Contractual - Water District	95,183
EWN.8310.----.8	Employee Benefits - Water District	4
EWN.9730.----.7	Interest - Debt Service/BANS	3,912
EWN.9740.----.7	Interest - Debt Service/Capital Notes	<u>1,148</u>
Total		\$154,456

DECREASE APPROPRIATION ACCOUNTS:

EL.8160.1000.2	Equipment - Environment-Landfill	\$ 10,404
ESP.8130.----.4	Contractual - Sewage Treatment	33,851
ESS.8130.----.4	Contractual - Sewage Treatment	<u>9,954</u>
Total		\$ 54,209

INCREASE REVENUE ACCOUNTS:

EWN.8310.----.R214.8000	Dept. Income-Interest & Penalties: Water Charges	\$100,247
-------------------------	--	-----------

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive **Date**

CHAUTAUQUA COUNTY
RESOLUTION NO. _____

TITLE: Amend 2024 Budget for Year End Reconciliations –
Workers Compensation Fund

BY: Administrative Services and Audit & Control Committees:

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

WHEREAS, some Workers Compensation Fund expenditures have exceeded initial budgetary estimates, as well as some appropriations have a surplus; and

WHEREAS, the Workers Compensation Fund has received revenues in excess of budget; now therefore be it

RESOLVED, That MS Fund Balance is appropriated as follows:

INCREASE THE USE OF APPROPRIATED FUND BALANCE:
MS.---.----.917.0000 Unassigned Fund Balance – Unassigned Fund Balance \$675,441

; be it also

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

INCREASE APPROPRIATION ACCOUNTS:
MS.1720.----.4 Contractual - Benefits & Awards \$1,821,185

INCREASE REVENUE ACCOUNTS:
MS.1710.9999.R240.1000 Use of Money & Property-Interest& Earnings \$435,090
MS.1710.9999.R270.9000 Miscellaneous-Participant Assessments \$710,654

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive **Date**