

Minutes  
Audit & Control Committee  
May 22, 2025, 8:35 a.m., Legislative Chambers  
Livestreamed on YouTube  
Gerace Office Building, Mayville, NY

Members Present: Pavlock, Scudder, Nelson, Johnson

Absent: Dickey

Others: Chagnon, Lee, Swan, Morgan, Gustafson, Crow, Ihrig, Zafuto, Songer, Marx, Vento, Baideme, Enlow, Makowski, Card, Bates, Rothwell, A. Gustafson, Quattrone, Contiguglia

**Complete video of meeting can be viewed on YouTube**

Chairman Pavlock called the meeting to order at 8:37 a.m.

Approval of Minutes (4/17/25)

MOVED by Legislator Scudder, SECONDED by Legislator Johnson to approve the minutes

*Unanimously Carried*

Privilege of the Floor

No one chose to speak at this time.

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Renew and Amend Resolution 179-24 – Authorize Agreement with NY State DOT for Performance of Project PIN 5764.99- *Presented by Chad Marx, Deputy Director of Finance for DPF*

*Discussion Item Only*

Local Law Intro 3-25 – A Local Law Continuing an Additional Mortgage Tax – *Presented by Ana Morgan, County Attorney*

*Discussion Item Only*

Local Law Intro 4-25 – Residency Requirements for Assistant Attorney Titles in Chautauqua County Government – *Presented by Ana Morgan, County Attorney*

*Discussion Item Only*

Proposed Resolution – Amend 2025 Budget for Repairs to and Replacement of Fire Damaged Equipment Environment – Landfill – *Presented by Aaron Gustafson, Manager of the Chautauqua County Landfill*

*Unanimously Carried*

Proposed Resolution – Authorize Extension of Lease Agreement with Town of Chautauqua for Office Space for Chautauqua County Department of Mental Hygiene - *Presented by Josh Rothwell, Assistant Deputy Director of Public Facilities*

*Unanimously Carried*

Proposed Resolution – Authorize Renewal of Lease Agreement with Jamestown’s Rental Properties, LLC for Office Space at 333 East 5<sup>th</sup> Street in Jamestown, New York *Presented by Presented by Josh Rothwell, Assistant Deputy Director of Public Facilities*

*Unanimously Carried*

Proposed Resolution – Authorize Lease Agreement with Jamestown’s Rental Properties, LLC for Office Space for the Jamestown DMV – *Presented by Josh Rothwell, Assistant Deputy Director of Public Facilities*

*Unanimously Carried*

Proposed Resolution – Authorize Public Hearing on Ground Lease with The Aerie JHW LLC at Chautauqua County Airport Jamestown - *Presented by Brian Bates, Assistant Manager of Airports*

*Unanimously Carried*

Proposed Resolution – Distribution of Mortgage Taxes - *Presented by Kitty Crow, Finance Director*

*Unanimously Carried*

Proposed Resolution – Amend 2024 Budget for Year End Reconciliations – Various General Fund Departments - *Presented by Kitty Crow, Finance Director*

*Unanimously Carried*

Proposed Resolution – Amend 2024 Budget for Year End Reconciliations – Various Enterprise Fund Departments - *Presented by Kitty Crow, Finance Director*

MOVED by Legislator Scudder, SECONDED by Legislator Nelson to amend by strikethrough and new text shown in italics (*Amendments shown below*)

**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, the 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                                 |
| <i>EW.9901.----.9</i> | <i>Interfund Transfers - Transfer to Other Funds</i> | <i>11,284</i>                         |
| 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                | 1,148                                 |
|                       | <b>Total</b>   | <b><del>\$154,456</del> \$165,740</b> |

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     | 9,954                                |
| <i>EW.8120.----.2</i> | <i>Equipment – Sanitary Sewers</i> | <i>\$ 11,284</i>                     |
|                       | <b>Total</b>                       | <b><del>\$ 54,209</del> \$65,493</b> |

INCREASE REVENUE ACCOUNTS:

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

*Unanimously Carried as Amended*

Proposed Resolution – Amend 2024 Budget for Year End Reconciliations – Workers Compensation Fund – *Presented by Kitty Crow, Finance Director*

*Unanimously Carried*

Proposed Resolution – Authorize Payment of \$132,500 for Settlement of Claim of the Estate of Gregory Gallaway – *Presented by Ana Morgan, County Attorney*

*Unanimously Carried*

Proposed Resolution – Authorize Acceptance of Criminal Justice Discovery and Bail Reform Funding FY 2025 – *Presented by Madeline Contiguglia, Assistant to District Attorney*

*Unanimously Carried*

Proposed Resolution – Authorize Agreement with Chautauqua-Cattaraugus Erie II BOCES for Culinary Arts Instruction 2025-2026 – *Presented by Nate Baideme, Undersheriff and Reilly Enlow, Fiscal Supervisor for the Sheriff's Department*

*Unanimously Carried*

Proposed Resolution – Authorize Agreement with Various School Districts for School Resource Officer Services 2025-2026 – *Presented by Nate Baideme, Undersheriff and Reilly Enlow, Fiscal Supervisor for the Sheriff's Department and Jim Quattrone, Sheriff*

*Unanimously Carried*

Proposed Resolution – Authorize Agreement with Clymer Central School District for Special Patrol Officer Services 2025-2026 – *Presented by Nate Baideme, Undersheriff and Reilly Enlow, Fiscal Supervisor for the Sheriff's Department*

*Unanimously Carried*

Proposed Resolution – Authorize Acceptance of Health Equity Innovation Grant from Univera Healthcare for Local Roots Program – *Presented by Dianna Songer, Deputy Director of Finance for Human Services*

*Unanimously Carried*

Proposed Resolution – Amend 2025 Budget – Enhance Programming for the Chautauqua County Visitors Bureau – *Presented by Sam Zafuto, Deputy Director of*

*Finance*

*Unanimously Carried*

Other –

Presentation – Jail Needs Study – *Sheriff Quattrone, Mark Kukuvka and David Weller  
From LaBella Associated and Allen Richardson from  
Justice Planners – Presented Virtually via WebEx  
Technology*

Update – Federal Funding Overview - *Jennifer Swan, Budget Director*

Discussion – Annual Review of Investment Policy, Financial Management Policy and  
Purchasing Policy – *Kitty Crow, Finance Director*

MOVED by Legislator Johnson, SECONDED by Legislator Nelson to adjourn

*Unanimously Carried (11:12 A.M.)*

Respectfully submitted and transcribed,  
Nancy Quattrone, Senior Stenographer/ Olivia L. Lee, Clerk of the Legislature