

Minutes  
Public Facilities Committee  
**May 19, 2025, 4:00 p.m., Legislative Chambers**  
**Livestreamed on YouTube**  
**Gerace Office Building, Mayville, NY**

Members Present: Heiser, Anthony, Scudder, Nelson, Buchanan

Others: Chagnon, Lee, Gustafson, Swan, Morgan, Westphal, Baideme, Sheriff Quattrone, Bates, Card, Rothwell, Marx, Crow, Zafuto, Kessler, *(Mark Kukuvka and David Weller Virtually via WebEx)*

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

Chairman Heiser called the meeting to order at 4:06 p.m.

**Approval of Minutes (4/14/25)**

MOVED by Legislator Anthony, SECONDED by Legislator Scudder to approve the minutes.

*Unanimously Carried*

**Privilege of the Floor**

No one chose to speak.

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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 Tim Card, DPF Director and Chad Marx, Deputy Director of Finance for DPF*

*Discussion Item Only*

**Local Law Intro 2-25** – A Local Law Regulating the use of Public and Private Sewers and Drains In Sewer Districts Established by the County of Chautauqua – *Presented by Pierre Chagnon, Chairman of Legislature*

*Discussion Item Only*

**Proposed Resolution** – Confirm Appointment – Parks Commission – *Presented by Tim Card, DPF Director*

*Unanimously Carried*

Proposed Resolution – Amend 2025 Budget for Repairs to and Replacement of Fire Damaged Equipment Environment – Landfill – *Presented by Tim Card, DPF Director and Chad Marx, Deputy Director of Finance for DPF*

*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 Tim Card, DPF Director and 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 Tim Card, DPF Director and 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 Presented by Tim Card, DPF Director and 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 Presented by Tim Card, DPF Director and Brian Bates, Assistant Manager of Airports*

*Unanimously Carried*

Other –

Update – CHQ Transit – *Michele Westphal, Senior Projects Coordinator at CARTS, Tim Card, DPF Director, and Ron Kessler, LaBella Associates Regional Office Manager*

Presentation – Jail Needs Study – *Sheriff Quattrone, Mark Kukuvka and David Weller, LaBella Associates (Presented Virtually via WebEx Technology)*

MOVED by Legislator Anthony, SECONDED by Legislator Nelson to adjourn.  
*Unanimously Carried (5:00 p.m.)*

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