

Agenda

Administrative Services Committee

September 15, 2025, 5:00 p.m., Legislative

Chambers Livestreamed on YouTube

Gerace Office Building, Mayville, NY

- A. Call to Order
- B. Approval of Minutes (8/18/25)
- C. Privilege of the Floor
- 1. Proposed Resolution – Amend Capital Project Accounts—Jamestown Community College
- 2. Proposed Resolution – Setting the Salary for Digital Forensic Investigator
- 3. Proposed Resolution – Amend 2025 Budget for the Chautauqua County Attorney Office
- 4. Proposed Resolution – Resolution of the County Legislature of the County of Chautauqua Imposing General Sales and Compensating Use Taxes, Pursuant to the Authority of Section 1210 of Article 29 of the New York Tax Law
- 5. Other –
Discussion – Rental Registry Software – Presented by Kitty Crow, Finance Director

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Amend Capital Project Accounts—Jamestown Community College

BY: Administrative Services and Audit & Control Committees:

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

WHEREAS, in previous budgets, Chautauqua County approved a number of capital projects for Jamestown Community College; and

WHEREAS, the funding needs for some projects exceed original estimates and an increase of funding is needed for outstanding invoices; and

WHEREAS, other adjustments need to be made to balance project needs pursuant to resolution 128-25; now, therefore, be it

RESOLVED, That the Director of Finance is authorized and directed to make the following amendments to the 2025 Capital Budget:

<u>INCREASE CAPITAL APPROPRIATION ACCOUNTS:</u>			
HH.992490.00002.4	Contractual-Community College Tuition-Roofs (2020)	\$	300
HH.992490.00860.4	Contractual-Community College Tuition-Interior Repairs/ Renovat (2024)		
			<u>\$23,500</u>
	Total:		\$23,800

<u>INCREASE CAPITAL REVENUE ACCOUNT:</u>			
HH.992490.00016.R503.1000	Interfund Transfer-Interfund Transfer		\$23,500

<u>DECREASE CAPITAL APPROPRIATION ACCOUNTS:</u>			
HH.992490.00018.4	Contractual-Community College Tuition-Comm Srvc Ctr Asbest Abmt (2025)		\$23,500
HH.992490.00011.4	Contractual – Community College Tuition-Infrastructure Repairs (2021)		<u>\$ 300</u>
	Total:		\$23,800

<u>DECREASE CAPITAL REVENUE ACCOUNT:</u>			
HH.992490.00018.R503.1000	Interfund Transfer-Interfund Transfer		\$23,500

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

**HAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Setting the Salary for Digital Forensic Investigator

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

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

WHEREAS, the Chautauqua County District Attorney's Office has requested that the salary be set for a new title having responsibility for analyzing digital evidence in criminal investigations within the Chautauqua County District Attorney's Office, and;

WHEREAS, the digital evidence will include (but will not be limited to): surveillance videos, body cams, dash cams, drone video, mobile phones, computers, tablets, electronic storage devices, gaming devices, cell phone towers, social media communication devices and apps., and;

WHEREAS, the Human Resources Department has classified the position as Digital Forensic Investigator and supports the request that the salary be set at Grade 25; therefore, be it

RESOLVED, That the title of Digital Forensic Investigator be added to the Chautauqua County CSEA Unit 6300 Salary Plan at Grade 25.

Grade 25 2025: (\$36.53 - \$48.70) per hour

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date _____

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Amend 2025 Budget for the Chautauqua County Attorney Office

BY: Administrative Services and Audit & Control Committees:

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

WHEREAS, the Chautauqua County Attorney office's Contractual expenses are expected to exceed initial budgetary estimates while Personal Services are expected to have a surplus; and

WHEREAS, the County Attorney's office has incurred expenses in excess of the 2025 budget; now therefore be it

RESOLVED, That the A Fund Balance is appropriated as follows:

INCREASE THE USE OF FUND BALANCE

A.-----	917.0000	Unassigned Fund Balance-Unassigned Fund Balance	\$ 180,392
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; and be it further

RESOLVED, That the Director of Finance is hereby authorized and directed to make the following change to the 2025 Adopted Budget:

INCREASE APPROPRIATION ACCOUNT:

A.1420. ----.4	Contractual – County Attorney	\$ 272,692
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DECREASE APPROPRIATION ACCOUNTS:

A.1420. ----.1	Personal Services-County Attorney	\$ 66,000
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A.1420. ----.8	Employee Benefits-County Attorney	<u>\$ 26,300</u>
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Total	\$ 92,300
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APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date _____

CHAUTAUQUA COUNTY
RESOLUTION NO. _____

TITLE: Resolution of the County Legislature of the County of Chautauqua Imposing General Sales and Compensating Use Taxes, Pursuant to the Authority of Section 1210 of Article 29 of the New York Tax Law

BY: Administrative Services and Audit & Control Committees:

AT THE REQUEST OF: County Executive Paul M. Wendel, Jr. and Legislature Chairman Pierre E. Chagnon:

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

SECTION 1 Resolution No. 86-68, enacted by the Board of Supervisors of the County of Chautauqua on May 10, 1968, shall expire and be deemed repealed on December 1, 2025; provided however, that all provisions of such Resolution No. 86-68, in respect to the imposition, exemption, assessment, payment, payment over, determination, collection, and credit or refund of tax, interest and penalty imposed thereunder, the filing of forms and returns, the preservation of records for the purposes of such tax, the disposition of revenues, and any civil and criminal penalties applicable to the violation of the provisions of such Resolution No. 86-68, shall continue in full force and effect with respect to all such tax accrued for periods prior to December 1, 2025 in the same manner as if such provisions were not so repealed.

SECTION 2. Imposition of general sales and compensating use taxes. There are hereby imposed and there shall be paid within this County all of the sales and compensating use taxes described in Article Twenty-Eight of the New York Tax Law as authorized by subdivision (a) of section twelve hundred ten of such law, at the rate of three percent.

SECTION 3. In addition to the sales and compensating use taxes imposed by section two of this Resolution at the rate of three percent, there are hereby imposed and there shall be paid in this County such sales and compensating use taxes at the additional rate of one percent, for the period commencing December 1, 2015, and ending November 30, 2027.

SECTION 4 Local options. Notwithstanding any contrary provision of this enactment or other law:

(a) Motor fuel and diesel motor fuel described in subdivision (m) of section eleven hundred eleven of the Tax Law shall not be taxed at a rate of cents per gallon.

(b) The clothing and footwear exemption described in paragraph thirty of subdivision (a) of section eleven hundred fifteen of the Tax Law shall apply to the taxes imposed by this enactment.

(c) The residential solar energy systems equipment, installation service, and electricity exemptions described in subdivision (ee) of section eleven hundred fifteen of the Tax Law shall not apply to the taxes imposed by this enactment.

(d) The commercial solar energy systems equipment, installation service, and electricity exemptions described in subdivision (ii) of section eleven hundred fifteen of the Tax Law shall not apply to the taxes imposed by this enactment.

(e) The commercial fuel cell electricity generating systems equipment, installation service, and gas and electricity exemptions described in subdivision (kk) of section eleven hundred fifteen of the Tax Law shall not apply to the taxes imposed by this enactment.

(f) Residential energy sources and services described in paragraph three of subdivision (a) of section twelve hundred ten of the Tax Law shall be exempt from the taxes imposed by this resolution.

SECTION 5. Taxes in addition to others. The taxes imposed by this enactment are in addition to any and all other taxes authorized or imposed under any other provision of law.

SECTION 6. The taxes imposed by this enactment shall be administered and collected by the State Commissioner of Taxation and Finance as provided in Articles Twenty-eight and

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Twenty-nine of the Tax Law. The provisions of Articles Twenty-eight and Twenty-nine of the Tax Law and any provision of the Tax Law or other law that applies to such articles, relating or applicable to the taxes imposed by this enactment, including the applicable definitions, transitional provisions, limitations, special provisions, exemptions, exclusions, refunds, credits and administrative provisions, so far as those provisions can be made applicable to the taxes imposed by this enactment, shall apply to the taxes imposed by this enactment with the same force and effect as if those provisions had been incorporated in full into this enactment and had expressly referred to the taxes imposed by this enactment, except to the extent that any of those provisions is either inconsistent with or not relevant to the taxes imposed by this enactment.

SECTION 7. Effective date. This resolution shall take effect immediately; provided, however, that Sections 1, 2, 5 and 6 of this resolution shall be deemed to have been in full force and effect on September 1, 1968; section 4(b) of this resolution shall be deemed to have been in full force and effect on March 1, 2006; and section 4(f) of this resolution shall be deemed to have been in full force and effect on December 1, 2007.

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date