

Minutes  
Public Facilities Committee  
**August 18, 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, Swan, Vento, Marx, Crow, Zafuto, Machemer, Card

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

Chairman Heiser called the meeting to order at 4:00 p.m.

Approval of Minutes (7/14/25)

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

*Unanimously Carried*

Privilege of the Floor

No one chose to speak.

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Proposed Resolution – Amend 2025 Budget – North Chautauqua Lake Sewer District – *Presented by Chad Marx, Deputy Director of Finance for DPF*

*Unanimously Carried*

Proposed Resolution – Amend 2025 Budget for Portland-Pomfret-Dunkirk Sewer District – *Presented by Chad Marx, Deputy Director of Finance for DPF and Allison Vento, Administrative Director for NCW&SD*

*Unanimously Carried*

Proposed Resolution – Amend 2025 Budget for Payroll Allocations– Portland, Pomfret, Dunkirk Sewer District – *Presented by Chad Marx, Deputy Director of Finance for DPF and Allison Vento, Administrative Director for NCW&SD*

*MOVED by Legislator Anthony, SECONDED by Legislator Scudder to Amend – (Amendments shown below) - Unanimously Carried to Amend*

***RESOLVED, That ESP and ESN Fund Balances are appropriated as follows:***

**INCREASE USE OF FUND BALANCE:**

|                                 |                                                   |                        |
|---------------------------------|---------------------------------------------------|------------------------|
| <b><i>ESP.-----924.0000</i></b> | <b><i>Nets Assets- Unrestricted (Deficit)</i></b> | <b><i>\$24,388</i></b> |
|---------------------------------|---------------------------------------------------|------------------------|

**DECREASE USE OF FUND BALANCE:**

|                                 |                                                   |                        |
|---------------------------------|---------------------------------------------------|------------------------|
| <b><i>ESN.-----924.0000</i></b> | <b><i>Nets Assets- Unrestricted (Deficit)</i></b> | <b><i>\$24,388</i></b> |
|---------------------------------|---------------------------------------------------|------------------------|

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

**INCREASE APPROPRIATION ACCOUNTS:**

|                 |                                      |                |
|-----------------|--------------------------------------|----------------|
| ESP.8130.----.1 | Personal Services – Sewage Treatment | \$16,459       |
| ESP.8130.----.8 | Employee Benefits – Sewage Treatment | <u>\$7,929</u> |
|                 | Total                                | \$24,388       |

**DECREASE APPROPRIATION ACCOUNTS:**

|                 |                                      |                |
|-----------------|--------------------------------------|----------------|
| ESN.8130.----.1 | Personal Services – Sewage Treatment | \$16,459       |
| ESN.8130.----.8 | Employee Benefits – Sewage Treatment | <u>\$7,929</u> |
|                 | Total                                | \$24,388       |

**ESTABLISH AND INCREASE REVENUE ACCOUNT:**

|                    |                         |                     |          |
|--------------------|-------------------------|---------------------|----------|
| ESP.9901.R503.1000 | Transfer to Other Funds | Interfund Transfers | \$24,388 |
|--------------------|-------------------------|---------------------|----------|

**DECREASE REVENUE ACCOUNT:**

|                    |                         |                     |          |
|--------------------|-------------------------|---------------------|----------|
| ESN.9901.R503.1000 | Transfer to Other Funds | Interfund Transfers | \$24,388 |
|--------------------|-------------------------|---------------------|----------|

*Unanimously Carried as Amended*

Proposed Resolution – North Chautauqua County Water District - Maintenance of Pump Stations – *Presented by Chad Marx, Deputy Director of Finance for DPF and Allison Vento, Administrative Director for NCW&SD*

*Unanimously Carried*

Proposed Resolution – Authorize of Lease Agreement with Town of Chautauqua for Office Space for Chautauqua County Department of Mental Hygiene – *No one to Speak*

*No Action Taken*

Proposed Resolution – Authorize of Lease Agreement with City of Jamestown for Office Space for Chautauqua County Department of Mental Hygiene and Social Services – *No one to speak*

*No Action Taken*

Proposed Resolution – Authorize Municipal Cooperation Agreements with Fire Departments, Fire Companies and Fire Districts in Chautauqua County for Cleaning County Bridges – *Presented by Tim Card, DPF Director*

*Unanimously Carried*

Proposed Resolution – Authorize Public Hearing on Lease with the Federal Aviation Administration for Antenna and Equipment space within Terminal Building at Chautauqua County Jamestown Airport – *Presented by Tim Card, DPF Director and John Machemer, Airport Director*

*Unanimously Carried*

Proposed Resolution – Acceptance of Funds from the FAA and DOT for the Design Phase of the Project for the Reconstruction of the Terminal Apron at the Chautauqua County Jamestown Airport – *Presented by Tim Card, DPF Director and John Machemer, Airport Director*

*Carried with Legislator Scudder voting “No”*

Proposed Resolution – Acceptance of Funds from the FAA and DOT for the Construction Phase of the Project for the Replacement of Thirty-Four (34) Airfield Guidance Signs at the Chautauqua County Jamestown Airport – *Presented by Tim Card, DPF Director and John Machemer, Airport Director*

*Carried with Legislator Scudder voting “No”*

Proposed Resolution – Acceptance of Funds from the FAA and DOT for the Design Phase of the Project for the Rehabilitation of Taxiway A West at Chautauqua County Dunkirk Airport – *Presented by Tim Card, DPF Director and John Machemer, Airport Director*

*Carried with Legislator Scudder voting “No”*

Proposed Resolution – Acceptance of Funds from the FAA and DOT for the Design Phase of the Project for the Removal of On-Airport Obstructions from RW 7/25 and 13/31 Approaches – *Presented by Tim Card, DPF Director and John Machemer, Airport Director*

*MOVED* Legislator Scudder, *SECONDED* by Legislator Nelson to Amend by strikethrough (Shown Below) – *Unanimously Carried to Amend*

**TITLE:** Acceptance of Funds from the FAA and DOT for the Design Phase of the Project for the Removal of ~~On-Airport~~ Obstructions from RW 7/25 and 13/31 Approaches

**BY:** Public Facilities and Audit & Control Committees:

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

WHEREAS, County Legislature Resolution 347-24 authorized Federal and State Aid Applications for the Chautauqua County Jamestown Airport Five-Year Capital Improvement Plan (the Plan) for FY 2025-2029; and

WHEREAS, the Plan included the design phase of the project for the removal of ~~on-airport~~ obstructions from RW 7/25 and 13/31 approaches (the Project); and

*Carried as Amended with Legislator Scudder voting “No”*

Other –

Late Proposed Resolution – A Resolution Authorizing the Issuance of \$8,200,000 Bonds of the County of Chautauqua, New York, to Pay the Cost of certain North Chautauqua Water District Improvements – *Presented by Kitty Crow, Finance Director*

*Unanimously Carried*

MOVED by Legislator Scudder, SECONDED by Legislator Anthony to adjourn.

*Unanimously Carried (4:37 p.m.)*

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