

Minutes
Administrative Services Committee
October 14, 2025, 5:00 p.m., Legislative Chambers
Livestreamed on YouTube
Gerace Office Building, Mayville, NY

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

Others: Chagnon, Lee, Swan, Wendel, Meleen

Complete video of meeting can be viewed on YouTube

Chairman Scudder called the meeting to order at 5:00 p.m.

Approval of Minutes (9/15/25)

MOVED by Legislator Vanstrom, SECONDED by Legislator Anthony to approve the minutes

Unanimously Carried

Privilege of the Floor

No one chose to speak.

Proposed Resolution – Amend Resolution 139-17 – Government Reduction Initiative (GRI) Plan for Chautauqua County – *Presented by Paul M. Wendel, Jr., County Executive*

Unanimously Carried

Proposed Resolution – Amend 2025 Budget for the Department of Building and Grounds for Build Out costs for County Law Department Office at 95 E Chautauqua, Mayville NY – *Presented by Sam Zafuto, Deputy Director of Finance, Ana Morgan, County Attorney,*

Unanimously Carried

Proposed Resolution – Amend Board of Elections 2025 Budget for Equipment Purchase – *Presented by Luz Torres, Election Commissioner, Nacole Ellis, Election Commissioner, Sam Zafuto, Deputy Director of Finance*

Unanimously Carried

Proposed Resolution – Authorize Acceptance of a 2025 Vote By Mail Grant for Board of Elections – *Presented by Luz Torres, Election Commissioner, Nacole Ellis, Election Commissioner, Sam Zafuto, Deputy Director of Finance*

Unanimously Carried

Proposed Resolution – Authorize Acceptance of a 2025 Election Grant for Board of Elections – *Presented by Luz Torres, Election Commissioner, Nacole Ellis, Election Commissioner, Sam Zafuto, Deputy Director of Finance*

Unanimously Carried

Proposed Resolution – Quit Claim Deeds – *Presented by Kim Meleen, Real Property Tax Director*

MOVED by Legislator Vanstrom, SECONDED by Legislator Heiser to Amend by adding additional properties (Amendment Shown Below) – Unanimously Carried to Amend

Unanimously Carried as Amended

PA-83-2025	Jamestown	060800-386.20-2-44	Allen Tremaine Jerry	Hilmer A Holmes	\$90.00	\$431.20
PA-111-2025	Jamestown	060800-387.08-9-72	LPC North31 Investments LLC	Leah Morse	\$4,450.00	\$313.80
PA-112-2025	Jamestown	060800-387.08-9-75	LPC North31 Investments LLC	Russell Hunt	\$2,000.00	\$674.73
PA-118-2025	Jamestown	060800-387.12-1-34	Murphy General LLC	Velas Global LLC	\$1,750.00	\$5,274.84
PA-121-2025	Jamestown	060800-387.12-2-44	LPC North31 Investments LLC	Karla M Gonzalez	\$1,600.00	\$335.84
PA-167-2025	Jamestown	060800-387.19-2-7	Richard J Fusco	John A Parsons	\$4,200.00	\$2,377.97
PA-219-2025	Arkwright	062000-150.00-1-34	Martin Huber	Joyce Smith	\$31,000.00	\$1,562.02
PA-309-2025	Harmony	064889-417.00-1-2.3	Lyle Howard	Richard S Fiorenzo	\$26,600.00	\$2,381.29
PA-329-2025	Poland	065600-339.15-1-56	Eric Houser	Dennis C Snyder	\$10,300.00	\$3,040.56
PA-365-2025	Ripley	066200-240.12-2-38	Charlotte Geiger & Steven Geiger Jr	Kenneth J Baer	\$130.00	\$413.48
PA-371-2025	Ripley	066200-241.13-1-2	Kevin E Johnston	James L Murray	\$23,900.00	\$9,459.73

Proposed Resolution – Authorize Transfer of Tax Foreclosure Property to the City of Dunkirk –

MOVED by Legislator Vanstrom, SECONDED by Legislator Buchanan to Table – Unanimously Carried to Table

Proposed Resolution – Authorize Transfer of Foreclosed Properties to Chautauqua County Land Bank Corporation – *Presented by Mark Geise, Deputy County Executive for Economic Development, Kim Meleen, Real Property Tax Director*

Unanimously Carried

Proposed Resolution – Authorize Transfer of Tax Foreclosure Property to the County of Chautauqua Industrial Development Agency – *Presented by Mark Geise, Deputy County Executive for Economic Development, Kim Meleen, Real Property Tax Director*

MOVED by Legislator Anthony, SECONDED by Legislator Vanstrom to Amend by Substitution – Unanimously Carried to Amend

CHAUTAUQUA COUNTY
RESOLUTION NO. _____

TITLE: *Authorize Transfer of Tax Foreclosure Property to the County of Chautauqua Industrial Development Agency*

BY: *Administrative Services and Audit & Control Committees:*

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

WHEREAS, pursuant to Resolution 171-11, amended by 44-13 and 110-17, the County Legislature established a general policy regarding disposition of tax foreclosure parcels, but retained the authority to impose special requirements, terms, and conditions for the sale of particular tax parcels and determine in its sole discretion to whom a particular tax parcel will be sold; and

WHEREAS, the County of Chautauqua Industrial Development Agency (CCIDA) has requested that the County convey to them a tax delinquent property (SBL # 32.17-3-44.1); and

WHEREAS, the CCIDA has agreed to pay the back taxes owed on the parcel (\$30,674.52); therefore, be it

RESOLVED, that the Chautauqua County Legislature hereby authorizes the transfer of the County's property interest in parcel # 32.17-3-44.1 to the CCIDA for Thirty Thousand, Six Hundred Seventy Four, and 52/100 Dollars (\$30,674.52); and be it further

RESOLVED, that the County Executive is hereby authorized to negotiate additional terms and conditions, and enter into any necessary agreements to execute all documents to accomplish the aforementioned transaction.

Unanimously Carried as Amended

MOVED by Legislator Buchanan, SECONDED by Legislator Heiser to adjourn

Unanimously Carried (5:33 p.m.)

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