

Minutes
Audit & Control Committee
June 18, 2026, 8:35 a.m., Legislative Chambers
Livestreamed on YouTube
Gerace Office Building, Mayville, NY

Members Present: Pavlock, Nelson, Johnson, Anthony, Scudder

Others: Woodard, Harp, Zafuto, Vento, Meleen, Machemer, Hernandez, Carlson, Swan, Ihrig, Wurster, Makowski, Emley, Rissel, Guillory

Complete video of meeting can be viewed on YouTube

Chairman Pavlock called the meeting to order at 8:36 a.m.

Approval of Minutes (05/21/26)

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.

Proposed Resolution – Amend 2026 Budget for County Law Department—*Presented by Emily Woodard, County Attorney and Sam Zafuto, Deputy Director of Finance*

Carried, with Legislator Johnson voting, “NO.”

Local Law Intro 4-26 (Print 2) – A Local Law Amending Local Laws 6-13 and 3-19 of the County of Chautauqua Imposing a Tax on the Occupancy of Hotel and Short-Term Rental Rooms and Establishing a Short-Term Rental Registry (*Referred back to A.S. & A.C. Committees at the 5/27/26 Legislature Meeting*)—*Presented Nathan Harp, Legislature Parliamentarian*

Discussion Item Only- Action taken at full Legislative Meeting

Local Law Intro 6-26 – A Local Law Amending Local Law 4-86 as Amended Regarding the Liability and Casualty Reserve Fund and Small Claim Settlements
(Referred back to A.S. & A.C. Committees at the 05/27/26 Legislature Meeting)—Presented Nathan Harp, Legislature Parliamentarian

Discussion Item Only- Action taken at full Legislative Meeting

Tabled Resolution – Amend Capital Project Accounts & Establish Capital Contingency Fund - Jamestown Community College

Withdrawn by Sponsor

Proposed Resolution – Amend 2026 Budget for Portland-Pomfret-Dunkirk Sewer District
—Presented by Allison Vento, Administrative Director for NCW&SD

Unanimously Carried

Proposed Resolution – Amend Budget for North Chautauqua County Water District (NCCWD) – Year-End 2025—*Presented by Jennifer Swan, Budget Director*

Unanimously Carried

Proposed Resolution – Amend 2026 Budget for North Chautauqua County Water District and South & Center Chautauqua Lake Sewer Districts—*Presented by Jennifer Swan, Budget Director*

Unanimously Carried

Proposed Resolution – Accept FAA and NYSDOT Funds for Security Gate Upgrades – Construction (IIJA Funding/AIG Funding) at Chautauqua County Dunkirk Airport—*Presented by John Machemer, Airport Director*

Carried with Legislator Scudder voting “NO”

Proposed Resolution – Amend Capital Project Accounts—Jamestown Community College
—Presented by Kathleen Dennison, Interim Executive Director of Administrative Services for JCC

Unanimously Carried

Proposed Resolution – Amend Petty Cash Fund Amounts in DMV Offices—*Presented by Greg Carlson, County Clerk*

Unanimously Carried

Proposed Resolution – Cancellation of Taxes —*Presented by Kim Meleen, Real Property Tax Director*

Unanimously Carried

Proposed Resolution – Cancellation of Taxes – Gas Wells—*Presented by Kim Meleen, Real Property Tax Director*

Unanimously Carried

Proposed Resolution – Authorize Acceptance of 2026 Crimes Against Revenue Program (“CARP”) Funds—*Presented by Madeline Contiguglia, Assistant to District Attorney*

Unanimously Carried

Proposed Resolution – Amend Chautauqua County Department of Mental Hygiene and Social Services 2026 Budget for Increased Safety Net Costs —*Presented by Carmelo Hernandez, Director of Community Mental Hygiene/Commissioner of Social Services and Blake Ihrig, Director of Administrative Services with the Department of Finance*

Carried with Legislator Johnson voting “NO”

Proposed Resolution – Accept Grant Funding from the New York State Education Department for the America 250 CHQ History Expo—*Presented by Rebecca Wurster, Planning Coordinator for the Department of Planning and Development*

Unanimously Carried

Proposed Resolution – Authorizing Execution of County Infrastructure Grant Program Agreement for the Welch’s Building—*Presented by Rebecca Wurster, Planning Coordinator for the Department of Planning and Development*

Unanimously Carried

Proposed Resolution – Authorizing 2027 Levy of Participant's Share of Chautauqua County Self-Insurance Plan (Workers’ Compensation) Costs—*Presented by Sam Zafuto, Deputy Director of Finance*

RESOLVED, that the amount set forth against the county be levied in the next tax levy and that the Self Insurance Plan be hereby directed to bill all other participants for the amounts set forth against them for the year 2026:

2027

		<u>Towns</u>	
Arkwright	\$28,686.01	Harmony	\$40,628.06
Busti	\$15,981.78	Kiantone	\$2,554.17

Unanimously Carried (Typo Correction shown above – Corrected 2026 to 2027)

Proposed Resolution – Reconfirm Chautauqua County Purchasing Policy—Presented by Jennifer Swan, Budget Director

Unanimously Carried

Proposed Resolution – Investment Policy for the County of Chautauqua—Presented by Jennifer Swan, Budget Director

Unanimously Carried

Proposed Resolution – Financial Management Policy for the County of Chautauqua—Presented by Jennifer Swan, Budget Director

Unanimously Carried

Discussions –

Chautauqua County Civil Service Classification – Presented by Deb Makowski, Director of Human Resources, Francine Emley, Senior Personnel Technician, and Jennifer Rissel, Senior Personnel Technician

Chautauqua County Management Salary Schedule – Presented by Deb Makowski, Director of Human Resources

Legislative Involvement in Collective Bargaining Negotiations – Presented by Deb Makowski, Director of Human Resources

MOVED by Legislator Anthony, SECONDED by Legislator Nelson to adjourn

Unanimously Carried (12:13 PM)

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