Minutes
Administrative Services Committee
**October 19, 2026, 5:00 p.m., Legislative Chambers**
**Livestreamed on YouTube**
**Gerace Office Building, Mayville, NY**

Members Present: Heiser, Anthony, Vanstrom, Buchanan

Members Absent: Scudder

Others: Chagnon, Lee, Swan, Zafuto, Makowski, Taylor, Meleen, Harle

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

Legislator Heiser called the meeting to order at 5:05 p.m.

Approval of Minutes (09/14/26)

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

*Unanimously Carried*

Privilege of the Floor

No one chose to speak.

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Local Law Intro 13-26 – A Local Law Amending Local Law 1-83, as Amended, Providing for a Management Benefit Plan for County Officers and Employees — *Presented by Debbie Makowski, Director of Human Resources and Kitty Lyons, Director of Finance*

*Discussion Item Only- Action taken at full Legislative Meeting*

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

*Unanimously Carried*

Proposed Resolution – Amend 2026 Budget for Liability Insurance Departments — *Presented by Sam Zafuto, Deputy Director of Finance*

*Unanimously Carried*

Proposed Resolution – Authorize Sections 89-t and 603(p) Retirement Plans for Peace Officers in the Probation Department — *Presented by Sam Zafuto, Deputy Director of Finance and Gilbert Taylor, Probation Director*

*MOVED by Legislator Vanstrom, SECONDED by Legislator Buchanan to Amend by Substitution*

*Unanimously Carried to Amend by Substitution*

**CHAUTAUQUA COUNTY**
**RESOLUTION NO. _____**

**TITLE:** Authorize Sections 89-t and 603(p) Retirement Plans for Peace Officers in the Probation Department

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

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

WHEREAS, Chautauqua County and CSEA Unit 6300 Employee Union have formally agreed to provide a 25-year retirement plan for Peace Officers within the Chautauqua County Probation Department; and

WHEREAS, the New York State and Local Retirement System (NYSLRS) requires Chautauqua County to adopt a resolution electing to assume the costs of providing such retirement plan; now therefore be it

RESOLVED, that the Legislature of the County of Chautauqua hereby elects to assume the entire additional cost required to provide the benefits of the 25-year retirement plan pursuant to Sections 89-t and 603(p) of the New York State Retirement and Social Security Law for Peace Officers employed in the Chautauqua County Probation Department; and be it further

RESOLVED, that the Clerk of the Legislature is hereby instructed to file a certified copy of this resolution with the New York State Comptroller's Office as required by New York Retirement and Social Security Law Section 89-t(j)(2).

*Unanimously Carried, As Amended*

Proposed Resolution – Amend 2026 Budget for Sections 89-t and 603(p) Retirement Plans for Peace Officers in the Probation Department — *Presented by Sam Zafuto, Deputy Director of Finance and Gilbert Taylor, Probation Director*

*Unanimously Carried*

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MOVED by Legislator Vanstrom, SECONDED by Legislator Buchanan to adjourn

*Unanimously Carried (5:43 p.m.)*

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