

CHAUTAUQUA COUNTY ETHICS BOARD

MEETING MINUTES

DATE: March 11, 2026

LOCATION: Room 331, Gerace Office Building,
3 North Erie Street, Mayville, New
York 14757

TIME: 1:00 p.m. to 2:50 p.m.

MEMBERS PRESENT: Dr. John Hamels
Diane Hannum
Stephanie Stevens

VIA ZOOM: Brian Marianetti- Rizzo & Rizzo Law Office- Counsel for the Ethics
Board

OTHERS PRESENT: Angel Hurlburt Ethics Board Liaison

CALL TO ORDER

John H. called the meeting to order at 1:14 p.m.

PUBLIC NOTIFICATION:

Angel confirmed proper public notification was completed as the legal notices for today's meeting were posted on the county website on March 6, 2026 and sent out to the local media on March 2, 2026. It did not appear in the Observer's "Community Notebook" section. The Post-Journal's posted the meeting in the "Briefly" section on March 4, 2026.

MEMBERSHIP

Neal Gruber will be joining the board, upon Legislative approval, in March.

APPROVAL OF MINUTES:

Diane motioned to approve the October 22, 2025 minutes, Stephanie seconds. All in favor. Diane motioned to approve the December 15, 2025 minutes, Stephanie seconds. All in favor. Stephanie motions to approve the 2024 Annual Report, Diane seconds. All in favor.

DISCUSS 2024 ANNUAL REPORT

Stephanie motioned to approve the 2024 Annual Report, which was seconded by Diane. All in favor.

REVIEW CORRESPONDENCE AND COMPLAINTS:

The board received no correspondence in its P.O. Box. They received one complaint through the County Executive's Office, assigned Case #2025-09(A). This complaint to be addressed while reviewing case files.

The Board reviewed its open and new cases.

- ***2024-02- Update- new County Attorney recommendation. Stephanie recused. Stephanie leaves meeting at 1:26 pm. Follow up with Human Resources with a memo from the Board. Update at next meeting. Stephanie returns to meeting 1:35 pm.***
- ***2024-15A- Read receipt 11/25/25 for Ethics Board Letter date 11/6/2024- Motion to close by Diane. Second by Stephanie. All in Favor.***
- ***New- Case 2025-07- 2025 late financial disclosure form. Completed on 2/6/26. Stephanie motions to close case, Diane seconds. All in Favor.***
- ***New-Case 2025-07A- Department Head responsible for employee disclosure. Motion to close by Stephanie. Second by Diane. All in Favor.***
- ***New-Case 2025-09A-material sent to Board for review Letters were sent to the complainants on 12/22/25 for 2025-09 stating that this did not fall under the Ethics Boards purview. Stephanie motion s to close. Diane seconds. All in Favor.***
- ***New-Case 2026-01- complaint-employee has resigned. Angel recuse. Diane motion to close, Stephanie seconds. All in Favor.***

ETHICS TRAINING AND STATUS OF FINANCIAL DISCLOSURE FORMS - REVIEW OF FORMS:

Angel reports the following:

- Financial Disclosures- 220 complete, 107 have not been completed. All Disclosure forms are due April 30, 2026. Angel will send out reminders to department heads, on April 13, 2026, for those individuals who have not completed their forms.
- Training- 306 (21%) have not completed Ethics Training, 81(29%) have not completed Financial Disclosure Training. All training is due March 31, 2026. Angel will send out a reminder notices to all Department Head on 3/18/26.
- Financial Disclosure form review will occur at June 3, 2026 meeting.

NEXT MEETING:

The board's next meeting is scheduled for June 3, 2025 at 1 p.m. in the Gerace Office Building, 3 N. Erie St., Mayville, NY. Room 331.

MEETING ADJOURNED:

John motioned to adjourn the meeting at 1:50 p.m., which was seconded by Stephanie. All in favor.