

CHAUTAUQUA COUNTY ETHICS BOARD MEETING MINUTES

DATE: September 10, 2025
LOCATION: Room 331, Gerace Office Building,
3 North Erie Street, Mayville, New
York 14757

TIME: 1:00 p.m. to 1:55 p.m.

MEMBERS PRESENT: John Hamels
Stephanie Stevens
Diane Hannum

MEMBERS ABSENT: Darlene Nygren

OTHERS PRESENT: Angel Hurlburt - Ethics Board Liaison

Via ZOOM: Joseph Rizzo- Rizzo & Rizzo Law Office- Counsel for the Ethics Board

CALL TO ORDER

John H. called the meeting to order at 1:09 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 September 4, 2025 and sent out to the local media on September 3, 2025. It appeared in the Observer's "Community Notebook" section on September 4, 2025 and in The Post-Journal's "Briefly" section on September 4, 2025.

APPROVAL OF MINUTES:

John motioned to approve the October 16, 2024 minutes, which was not granted due to absence of D.N. J. Rizzo is looking into how to approve October 16th minutes without a quorum. John motions to approve July 22, 2025 meeting minutes. SS seconds. All in Favor.

MEMBERSHIP

Darlene Nygren sent an email to announce her resignation from the Ethics Board. Discussion about writing letters to the Legislature and County Executive. John motions to accept D. Nygren resignation. SS seconds. All in Favor.

REVIEW CORRESPONDENCE AND COMPLAINTS:

The board received no new correspondence.

Case 2024-02- no update available- JH motion to table until next meeting. SS seconds. All in favor.

Case 2024-15A- no update available- JH motion to make a phone call to resolve this matter. SS seconds. All in favor.

Case 2025-04- *Discuss in Executive Session* JH motions to postpone this case until Attorney review is done. SS motions to postpone discussion. DH seconds. All in Favor.

Case 2025-06 -JH motion to close. DH seconds. All in favor.

T-25-07- JH motion to approve extension request. DH seconds. All in Favor.

UPDATE ON THE STATUS OF ANNUAL CODE OF ETHICS TRAINING FOR COUNTY EMPLOYEES AND BOARD MEMBERS

Angel reported that 2 County Board Member had not completed their training on time. Both of these individuals are no longer County Board members. There were 7 County employees who had not completed training yet, one of those resigned and the remainder are on Leave of Absence.

Angel gives an update on Financial Disclosure training. There were 2 people have still not completed training. One of those individuals is a new filer and their training is not due yet.. The other individual is on a Leave of Absence.

STATUS OF FINANCIAL DISCLOSURE FORMS AND REVIEW OF FORMS:

There are 3 Financial Disclosure forms that have not been completed. One of those individuals is on a Leave of Absence and the other 2 are County Board members that have not started their forms yet. 65 Incomplete form letters were sent to filers. We are waiting for 14 corrected forms, all of which, are untimely. Discussion in regards to Financial Disclosure review process in other Counties and should members review forms for individuals that they are on other Boards with them. Further discussion at the next meeting.

EXECUTIVE SESSION

John H. motions to enter Executive Session, to discuss 2025-04, at 1:35 p.m. Diane seconds. All in Favor. Angel leaves the room at 1:35 p.m. John motions to leave Executive session at 1:45 p.m. Diane seconds. All in Favor, Angel returns to meeting at 1:45 p.m. JH motions to postpone this case until Attorney review is done. SS seconds. All in Favor.

NEXT MEETING:

The board's next meeting is scheduled for October 22, 2025 at 12:00 p.m. in Room 331 of the Gerace Building and December 3, 2025 at 1 p.m.in Room 333 in the Gerace Building.

MEETING ADJOURNED:

Diane motioned to adjourn the meeting at 1:55 p.m., Stephanie.seconds. All in favor.