

Minutes

Administrative Services Committee

March 19, 2018, 5:00 pm, Room 331

Gerace Office Building, Mayville, NY

Members Present: Scudder, Himelein, Starks, Muldowney, Davis

Others: Tampio, Ames, Caflisch, Hemmer, Abdella, Borrello, McCord, Dennison, Sanderson, Wisniewski, Wendel

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

Approval of Minutes (2/20/18)

MOVED by Legislator Starks, SECONDED by Legislator Davis

Unanimously Carried

Privilege of the Floor

No one chose to speak at this time.

Draft for Legislative Review – Amendment to Administrative Code

Mr. Abdella: I can say a few words and the gentleman here can certainly chime in. You'll recall last month, there was circulated to you, proposed changes regarding the Department of Planning and Economic Development as well as the creation of a new position of Deputy County Executive for Economic Development. Building upon those original drafts that went to you last month, are the revised drafts that are before you that do a few highlights that I'll mention here. First off, with regard to the Department of Planning and Economic Development, that would now be known as simply the Department of Planning and Development without the word "economic" in it. Similarly, you'll note that there's a Charter change that accompanies this. The Charter had defined the five primary areas of County government and one of those was planning and economic development. So that Charter change also simply strikes the word "economic." However, that's not because economic development isn't still a priority, but you'll see in the new Department of Planning and Development is that it's now framed as having two divisions. One is the Department of Economic Development and one is the Department of Planning and Community Development. So in other words, development is broader than just economic development, its community wide development of a more comprehensive nature.

Legislator Starks: That's part of that rebranding process.

County Executive Borrello: Yes, exactly.

Mr. Abdella: Right. So I think structurally compared to last month, the biggest change is that there is not showing two divisions within the Department of Planning and Development with there being a division of economic development that has many of the same powers and duties that existed before- relating to Economic Development and the currently existing Department of Planning and Economic Development but then a division of Planning and Community Development that not only includes some of the existing planning functions within the current department but updates and adds in additional duties- some that reflect what are already happening but more accurately state what it is our planning function does.

Mr. McCord: I think Steve accurately captured the highlights of the changes from last month's version. The planning department- we did have a few questions in regards (*Malfunction on recorder due to static*)

County Executive Borrello: So just to kind of summarize some of the changes, but not to reiterate what was already said, we are looking to create a more all-inclusive economic development strategy that is going to draw in the other stakeholders throughout the County. Other municipalities are going to work together eventually in this new scheme. When it comes to the Administrative code, when we start talking about the Department of Planning and Community Development- that's because we do want to work with our other municipalities and other community organizations and leaders to develop a more comprehensive strategy. Also at the same time, there are distinctions; again, I think I explained this last month. It's important to me to have the Department of Planning and Development report directly to the County Executive as well as the Deputy County Executive for Economic Development and this role as the head of Economic Development would also report directly to me because I want to make sure that if there are any potential conflicts between something that's good for the development- whether it's our comprehensive plan or, versus things that are maybe important to the IDA that wouldn't necessarily be in concert with our comprehensive plan. We want to make sure that those two- if there is conflicting opinions, are brought to the County Executive and there's an open discussion and even further, brought to our Economic Development Alliances so it can be more fully (*inaudible*) in making sure that we have a truly cohesive and comprehensive economic development strategy. So we are kind of laying the groundwork for doing that with these changes. I think it's incredibly important because we need to have one stop shopping when it comes to economic development. We need to have one place that no matter where you're coming from or whether you're already here as a business operator in Chautauqua County or looking to bring a business to Chautauqua County, that we are a cohesive group and this is laying the groundwork for the County to take the leadership role there. Right now, really in the eyes of the state and the eyes of the Federal Government or even in the eyes of someone looking at our County from the outside. The County is just another municipality. There is really not that overarching cohesiveness, so we need to really bring that to be, so we can really have a better, more efficient Economic Development strategy.

Legislator Muldowney: So this puts both the Planning and IDA on level playing fields, basically?

County Executive Borrello: Basically, yeah. The IDA is its own separate organization. What it does, is it defines the IDA's role better in a sense of what is the IDA's Function? The IDA is truly the vehicle for delivering the Economic Development benefits that go along with development. Ok. The IDA's role is not to be the economic development engineer for Chautauqua County, but we have unfortunately tasked them with that. Once we have a strategy, once we are following a plan, their role is to come in and on an individual project basis deliver those incentives that are crucial for us being able to be competitive. That's their role. We've tasked them with really being the Economic Development leader for the County and that's not their role. This is something that we have spent some time studying, Don and I especially, going around and looking at what other Counties do, and more importantly, what other successful counties do. We have been able to basically ascertain that we need to revamp these things so the IDA performs the functions that its charter intends it to do and that the rest of the responsibility for actually coming up with a comprehensive and cohesive economic development strategy falls to the County and to the Planning Department and Economic Development Department which falls under the Planning and Development Division. And, overseen by myself and then also by the Deputy County Executive for Economic Development. Hopefully that makes sense.

Legislator Muldowney: You have got to let the locals buy in, correct?

County Executive Borrello: Yeah and that will be a part of the process. One of the things that we are moving ahead on is developing this Economic Development Alliance and we are actually going to be working with a consultant firm to help us develop that structure- the strategy. Part of the job is going to be to help us engage the other municipalities- the other stakeholders and say "this is why. This isn't just the county saying you need to do this. Here is the benefit to you" Whether it's a city or a town or a village. Whether it's a private organization like LED in the North end of the County or the Gebbie Foundation in the South end of the County-

Legislator Starks: Because the County may be able to see a fit in a location that someone else might not see because you've got a bird's eye view.

County Executive Borrello: Exactly. We are going to put- even in today's Post Journal, their editorial was about some of the false starts we've had like Saturn Pet Care which was a few years ago, before your time in the Legislature. Was it in the right spot, or was it placed there because that's where that particular municipality at the time wanted to put it, not necessarily because it was the best interest to actually getting the ball across the line.

Legislator Starks: There was no one there to think about another –

County Executive Borrello: Exactly. Essentially in that particular case, you took a food processing plant- it was pet food, but still- a food processing plant that requires a lot of water and they sited it in place without any water. Those are the kind of things we need to avoid because that's the kind of thing that reverberates because it makes us look; I hate to say it, disorganized. We need to a stronger, better, more cohesive economic development strategy. That's the carrot and stick mentality that we are going to use with our partners, our other municipalities is to say "look, you know, we are going to bring something to the table to this economic development

alliance, and we are going to talk about- where is the best place to put it? What are the benefits of it being here? What are the challenges of it being somewhere else?" Knowing that if we do this we are going to have more opportunities to get up to bat.

Legislator Starks: So it's more of a collaboration then a-

County Executive Borrello: Exactly. Yes, it has to be. We have to start thinking of ourselves as one county. Not as-

Legislator Starks: A bunch of municipalities.

County Executive Borrello: Exactly, and knowing that if the place never opens, then we all lose. What is good for Dunkirk is also good for Jamestown and when somebody comes to town and ends up not being able to move forward because of the mistakes that we've made, that's bad for everybody. So we need to look at things differently than we have in the past- more of a singular message. Anything you want to add to that Don?

Mr. McCord: No, I think you've captured it very well.

County Executive Borrello: Thanks.

Mr. Abdella: So as far as the code goes, it's marked as a job for Legislative Committee review. The intention was to bring it through the committees this month and see if there are any additional comments that would cause a need to change the language. If there's not, then the County Executive will sign this and it starts the 30 day clock before it takes effect. Then with regards to the two local laws, those we would be seeking action on this month from the Legislature. They were emailed out to all Legislators. The first one does create the two positions as discussed last month and presented last month.

Chairman Scudder: So it's just review, you do not need our blessing?

Mr. Abdella: That's correct.

Chairman Scudder: Let's proceed, shall we?

Vice Chair Himelein: Mr. Chairman, I have a couple comments. Is this the only thing that's changing in the Charter, just the verbiage on the 7-90?

Mr. Abdella: So, as far as the first local law there, that's the one that's not the Charter Change. The third item on the agenda is the Charter change. That's the one where only that one word is removed. The word "economic" is removed. Item number two- its establishing the two new positions of Deputy County Executive for Economic Development and the position of Director of Planning and Community Development.

Vice Chair Himelein: Ok. I've got a question there. You're creating two new job titles. Are the job titles being eliminated?

County Executive Borrello: They aren't being eliminated but the funding- the budgeting is being transferred.

Vice Chair Himelein: Well I understand that, but that means that somebody- the County Executive- could come back and fill those jobs again, if there are still job titles there.

County Executive Borrello: Well it's interesting that you bring that up because when we were going through all of this, there are actually job titles in the system- there is still a Deputy County Executive from like sixteen years ago that is still in the system. There is still a Director of Planning, I believe, but without actually having a vehicle to fund it, you really can't fill that position because you don't have a way to pay it. So that's why- because I thought the same way as you- why create a new position if we don't have to. When we tried to shoehorn and change that- I said" we already have a position there, why can't we just transfer the money and fund that?" But, because I wanted it to be Deputy County Executive for Economic Development, we have to create a new position to do that. Same thing with the Department of Planning and Community Development- why can't we just take the Director of Planning and turn that into the Director of Planning and Community Development but no, we have to create a new position to do that, we can't just modify the title. So, in the past these positions haven't been removed, they have just been left there not funded.

Vice Chair Himelein: Well, two wrongs don't make a right.

County Executive Borrello: I agree with you there. I think that by removing them- I just don't- there is no- I don't see any way to remove them without going through additional changes, I guess, that aren't really needed at this point. So, I don't know if you have any-

Mr. McCord: Just a personal observation, Dave. I don't think there is a great value and it does remove some flexibility down the road, even if that's ten years down the road. The biggest thing is that the Legislature will always have control over whether those are filled because as George stated, it's going to be your vote as the Legislature to determine that budget item and whether those positions are ever funded in the future.

County Executive Borrello: There are quite a few positions that are still in the system that aren't funded.

Vice Chair Himelein: Oh, I understand that.

County Executive Borrello: And it's kind of the path of least resistance to just create the new title exactly the way we want it to be titled versus trying to modify an existing title because that was my first thought.

Local Law Intro 2-18 (Print 2) - Local Law Amending Local Law 7-90 Providing for a Management Salary Plan for County Officers and Employees
(Re: Deputy County Executive for Economic Development)

And Director of Planning and Community Development)

Mr. Abdella: So this will establish these two new positions. However, they are both placed in range 10, which was the same range in which the Director of Planning and Economic Development title is situated and also, the Director of Planning title is situated. So they would also be range 10 positions, the same as those existing titles. I think as the County Executive mentioned in the meetings in February, that the intent is to accomplish this with little or no budgetary impact. I think there may be a slight impact on your budget. I had tentatively seen that there may be a need for you to lose a little bit. \$1,600 or something to that affect. Any necessary budget transfers we would do after this structure has been approved, probably next month.

Mrs. Dennison: Can I ask a question? So the reason for not doing the budget amendment this month is that the local law has to pass before we have a need to do the budget amendment?

Mr. Abdella: That's right.

Chairman Scudder: So everyone has got that? The two new job titles are in the same range as the old titles.

County Executive Borrello: The ones we are transferring the budgeting from. And then, just to give more information, the Director of Planning and Economic Development is going- because that is now going to be the Deputy County Executive for Economic Development it will- that money will move from the Planning and Economic Development Department to the County Executive Department just because that is now where that position will now be housed.

Chairman Scudder: Ok, any other questions? Everyone in favor of this? Anyone opposed? All in favor? Aye? Oposed?

Unanimously Carried

Local Law Intro 3-18- A Local Law Amending the Chautauqua County Charter

Chairman Scudder: So this is striking "economic" out of Planning and Economic Development. Any questions, concerns, comments? All in favor say aye. Opposed?

Unanimously Carried

Proposed Resolution - Quit Claim Deeds

Mr. Caflisch: Good afternoon. These six properties were left over from previous auctions. As you can see, one dates back to 2014. We have those on our RFP list. We received offers on these properties. They are vacant properties. So, I offer then for you to approve. It would be my recommendation to approve them since we have had no other interests.

Legislator Starks: Can I ask a question? Are the ones that are in the city of Jamestown by the same purchaser, are they all adjacent in any way? I'm just wondering what their use might be. Or are they all spread out in individual pieces?

Mr. Caflisch: By looking at the tax numbers, they are spread out. I don't know what the intent of the purchaser is with those. We don't get into too much detail. We are just happy to have them back to the tax (*inaudible.*)

Legislator Starks: Oh, agreed.

Chairman Scudder: You did say these are all vacant? I like the fact that the offer amount is more than the taxes owed. That's always a bonus. Well I don't know of these, or of any conflicts.

Legislator Davis: My question is putting them back into the coffers - it's a good thing.

Chairman Scudder: Alright. All in favor say aye, opposed?

Unanimously Carried

Proposed Resolution - Authorize Extension of Grant Funding for Help America Vote Act (HAVA) SHOEBOX Grant

Ms. Sanderson: The Board of Elections would like to extend this grant. We have had this grant for a few years. Its purpose is to help America vote. The funds for that are for repairs or machine related. Since the machines are in good tow, we haven't had to pull any funds from that, so we would like to extend this grant for this year.

Chairman Scudder: Now, when you say extend this grant, you mean extend the money that's left? Any idea how much?

Ms. Sanderson: I do. We currently have a balance of \$44,460 in that particular grant.

Legislator Starks: Where did that - was that granted to you? Where did that \$44,000 come from?

Ms. Sanderson: It's a balance of the grant from the original grant of \$230,000.

Legislator Starks: So it's just extending the use time frame?

Ms. Sanderson: Correct.

Chairman Scudder: I can't think of any reason why we wouldn't do this. Any other questions? All in favor? Aye? Opposed?

Unanimously Carried

OtherProposed Resolution - Changing Place of the Chautauqua County Legislature April 2018 Meeting

Legislature Chairman Wendel: Basically, the County Executive came to me and asked about changing the venue for the meeting. While discussing it and bouncing it off of some people there have been some concerns and some questions. We have spoken several times and we feel that this is going to be a good venue and we are hoping that things work out the way we are expecting them to. I know George is getting a lot of feedback from attendees, so I feel it's going to be a good venue.

Legislator Starks: What's the reason for moving around?

County Executive Borrello: Well in this case, I want to do a State of the County address. Doing this 100 businesses in 100 days has been really amazing and engaging, but I want to invite all of them to come to the State of the County because I want them to see- they know the meeting I had with them, and they know what we talked about, but I really want them to understand that the purpose of this was to gather this information so we could put together a targeted strategy built around the needs of the businesses here in the County. So I really want to engage those businesses more. We have met with other people along the way, not just these 100 businesses, and I would like to invite all the stakeholders, whether its other municipal leaders throughout the County or its people from the foundations. I really want them to come and listen to the State of the County Address and get a feel for where we are and where we are hoping to head. Rather than try to jam everyone into that room- which we know how stuffy it gets in there- let's move it to a more comfortable venue with more space and that would be- looks like it's going to be the Chautauqua Lake School right up the street. So not far away. We've looked at other options. We could stick some people in this room and put a video screen up, but if you're going to have somebody come all the way up here to a meeting do they really want to watch you on a t.v.? Let's put them in a room where everyone can see each other.

Legislator Starks: Is a month enough time to advertise the change in location so that- I just don't want somebody to show up out of habit and then even though it is only across the street-

County Executive Borrello: Good question. We actually have gone to the expense of- not much expense actually- of creating invitations. The invitations are going to have the address on there and the venue change will advertise that. Hopefully the newspaper will pick that up that we are going to pick that up that we are going to change the April venue to the school. I'm just hopeful to get a little bit of momentum behind us.

Legislator Starks: I think that's great. I think it would be a great idea. If you do it in different locations now and then you might get a different audience.

County Executive Borrello: Previous County Executives have taken that message on the road and have done little events here and there, but I think just having the ability to bring everyone in and give that message to everybody. It's a Wednesday night at 6:30. The other mini State of the County Addresses have been delivered have typically been to smaller audiences and they are really kind of abbreviated. So not everybody- the follow-ups aren't as complete as the original one because they- at least now everyone is going to be able to come and get the full package.

Legislator Starks: But even having regular meetings around the County at different points- kind of like-

County Executive Borrello: Yes, exactly. I agree, and I'd love to do that. It is somewhat challenging logistically, but I would love to consider doing that somewhere around –

Legislator Starks: No, but it might get a different audience or more convenient for people that wouldn't normally come.

County Executive Borrello: Agreed. Yeah, I agree. I think there is- we are a County wide organization in a sense that each one of us come from different parts of the County. Mayville was obviously selected 200 years ago because it was convenient, but that was back when it was a full day's horse and carriage ride from where I live to Mayville. Now we have the ability to kind of share that with people. I think it's a good idea. I'm certainly up to doing it more if the Legislature is. Other than- I think for this month, this one time, it gives everyone the opportunity to have a nice, big, comfortable venue that we can invite a lot of people. Probably by the time that we get through this 100 days, it's going to be well over 100 businesses that we've visited. I don't think that every one of them is going to show up but if a quarter of them show up and they come with two or three people, that alone- to stick an extra 75 people in that room isn't going to be very comfortable.

Legislator Starks: I think it's great. I would just feel bad if somebody didn't know and came here.

County Executive Borrello: We will do our best to make sure that doesn't happen.

Chairman Scudder: Alright. Anything else? All in favor? Aye? Opposed?

Unanimously Carried

Chairman Scudder: Alright, Kathy has something for us under other.

Clerk Tampio: I just wanted to introduce our new Committee Secretary, Olivia Ames. This month she is learning and observing, but next month she will be sitting at the table in my place and I will be sitting in the audience.

Chairman Scudder: Ok, thank you and welcome. Anybody else?

MOVED by Legislator Starks, SECONDED by Legislator Himelein to adjourn.

Unanimously Carried (5:36 p.m.)

Respectfully submitted and transcribed,
Kathy K. Tampio, Clerk/Olivia L. Ames, Committee Secretary