

ADMINISTRATION COMMITTEE AGENDA
SEPTEMBER 2, 2025
5:30 PM

- 1. Call to Order**
 - a. Godfrey, Nemi, Bradt, Elder, Myers, Robins, Voccio
- 2. Approval of Minutes of August 5, 2025**
- 3. Economic Development**
 - a. Budget Modification to Cover Empower Niagara Allocation Reimbursements for Remainder of 2025 Budget Year
- 4. Community Safety and Security Committee Agenda**
- 5. Community Services Committee Agenda**
- 6. Infrastructure Committee Agenda**
- 7. Treasurer's Office**
 - a. Purchase of In Rem Property
- 8. Office of Management and Budget**
 - a. Budget Modification – Beautification Funding
- 9. Real Property**
 - a. Abolish Real Property Tax Services Aide Position/Create & Fill Account Clerical III
 - b. Abolish Real Property Information Clerk Position/Create & Fill Tax Map Technician
- 10. Informational & Adjournment**

NIAGARA COUNTY ADMINISTRATION COMMITTEE
MEETING MINUTES
August 5, 2025
5:50 PM

	ADMINISTRATION	STAFF	OTHERS
PRESENT:	D. Godfrey A. Nemi R. Bradt J. Elder I. Myers C. Voccio R. Wydysh	R. Updegrove C. Joerg K. Alexander T. Farrell P. Lopes J. Sobczyk A. Tomasino K. Schuler H.Soles	A. Klyczek, Economic Development M. Dunn, Sheriff's Office D. Leven, Emergency Services D. LaRock, Probation M. Lutz, Social Services J. Jastrzemski, County Clerk D. Stapleton, Public Health D. Jablonski, Employment & Training L. Holmes, SUNY Niagara S. Durante, SUNY Niagara G. Meal, Public Works J. Gaston, Parks D. Timm, Refuse T. Quattrini, Information Technology T. Blodgett, Sewer
EXCUSED:	C. Robins		

1. Call to Order

Chairman D. Godfrey called the meeting of the Administration Committee to order at 5:53 p.m.

2. Approval of Minutes

Chairman D. Godfrey asked for the approval of the minutes to the meeting of July 28, 2025. The minutes were approved by Legislator J. Elder. Legislator I. Myers seconded them. The minutes passed unanimously.

3. Refuse District Committee Agenda

- a. Approval of Contract Addendum for Additional Services to be Performed by CHA Consulting, Inc. for the Niagara County Refuse Disposal District

Legislator D. Godfrey made a motion. Legislator C. Voccio seconded it. Passed unanimously.

4. Infrastructure Committee Agenda

a. Refuse

- i. Approval of Contract Addendum for Additional Services to be Performed by CHA Consulting, Inc. for the Niagara County Refuse Disposal District

b. Engineering

- i. Recreational Facilities at Krull & Oppenheim Park – Change Order No. 1

Legislator A. Nemi made a motion. Legislator J. Elder seconded it. Passed unanimously.

5. County Manager

- a. Masiello Martucci Hughes and Associates Award to Provide Niagara County Homeland Security Consulting and Lobbying Services

**NIAGARA COUNTY ADMINISTRATION COMMITTEE
MEETING MINUTES
August 5, 2025
5:50 PM**

A motion was made by Legislator R. Bradt to amend the resolution in order to change the name of the vendor from Masiello Martucci Calabrese and Associates to Masiello Martucci Hughes and Associates. Legislator I. Myers seconded the motion. The amendment to the resolution passed unanimously. The amended resolution was presented to the Administration Committee. Legislator C. Voccio made a motion. Legislator I. Myers seconded it. The Committee approved the amended resolution unanimously.

6. County Attorney

a. Informational – Discussion on Lease for 1961 Transit Rd, Newfane

Katie Alexander presented information regarding issues with the building currently being leased at 1961 Transit Road, Newfane for Records Storage and Board of Elections. She stated the current five-year lease signed in February of this year contained provisions for a roof replacement and several additional building repairs at the landlord's expense. The majority of the additional building repairs have not yet been completed. The lease agreement states the County has the option to hire a contractor to complete the repairs and withhold rent, however the landlord would like to amend the lease agreement to have the County hire contractors to complete the repairs and the landlord will pay the contractors directly. Katie advised against amending the current lease.

b. Agreement with MassMutual to Provide Voluntary Employee Group Whole Life Insurance for Eligible Employees, Spouses, and Eligible Dependents at the Employee's Expense Based on Election and Participation Level

Legislator R. Bradt made a motion. Legislator J. Elder seconded it. Passed unanimously.

7. Adjournment

A motion was made by Legislator A. Nemi to adjourn. Legislator I. Myers seconded it. Passed unanimously. The Administration Committee meeting adjourned at 6:17 p.m.

Minutes Transcribed By:

Heather Soles, Budget Assistant
Office of Management & Budget

Minutes Approved By:

David E. Godfrey, Chairman
Administration Committee



Administration Committee

Complete this form, save in Committee folder and name using this format yyyyymmdd dept desc (example 20170111 cdp budget adjustment)

Today's Date: August 26, 2025

Department Submitting agenda item: Economic Development

Date of Committee Meeting: September 2, 2025

Title: Budget Modification to Cover Empower Niagara Allocation Reimbursements for Remainder of 2025 Budget Year

Brief Summary: The electric commodity rates and delivery charges in 2025 have increased to unexpectedly high levels, totally depleting the funds made available in the 2025 budget for reimbursement to Empower Niagara businesses. An increase in funds is necessary to meet the obligations set forth in the agreements between the County and the Empower Niagara businesses.

If this item pertains to a position(s), it must be sent to the Human Resources Department to be reviewed and approved before going to the Administration Committee.

Please provide date approved: N/A

Action Requested: Approval

Associated Costs:

Benefits & Risks:

**BUDGET MODIFICATION - TO COVER EMPOWER NIAGARA ALLOCATION
REIMBURSEMENTS FOR REMAINDER OF 2025 BUDGET YEAR**

WHEREAS, Niagara County administers the Empower Niagara Program which offers low-cost hydro power allocations to qualifying small businesses, and

WHEREAS, the low-cost hydro power allocations result in cash reimbursements to qualifying companies to assist them in paying their electric bills, and

WHEREAS, the electric commodity rates and delivery charges in 2025 have increased at a faster rate than anticipated, totally depleting the funds made available in the 2025 budget for reimbursement to Empower Niagara businesses, and

WHEREAS, the historically high pricing is expected to persist, with the upcoming winter having the potential to set new records for gas and electric pricing in New York State, now, therefore, be it

RESOLVED, that in order to fulfill the County's obligations stemming from the agreements between the County and the ten existing Empower Niagara businesses, and per the advice of the County's energy consultant, that additional funds be placed in the Niagara County Economic Development 2025 budget, and be it further

RESOLVED, that the following budget modification be effectuated to the Niagara County Economic Development 2025 budget as set forth below:

INCREASE REVENUE:

A.15.1620.108 42655.03	Sale of Excess Power	\$80,000
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INCREASE APPROPRIATION:

A.15.1620.108 74500.01	Contractual	\$80,000
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INCREASE REVENUE:

A.28.8020.813 42189.01	Activities – Eco Dev	\$80,000
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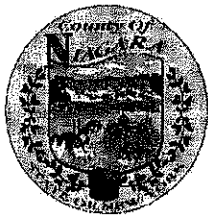
INCREASE APPROPRIATION:

A.28.8020.813 74550.30	Empower Niagara	\$80,000
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COMMUNITY SAFETY AND SECURITY COMMITTEE AGENDA September 02, 2025

1. Call to Order
 - a. Hill, Godfrey, Bradt, Abbott, Elder, Robins, McKimmie
2. Approval of minutes from previous meeting
3. Sheriff
 - Res** – B12 Technologies Sole Source Designation for Support and Maintenance of IRIS and MVP Systems.
 - Res.** – Budget Mod. – Accept FY22 Explosive Detection Canine Team Grant.
 - Res.** – Budget Mod. – Create and Fill Temporary Correction Officer Position.
 - Res.** – Accept Highway Safety Grant.
 - Res.** – Accept Highway Safety Grant for Forensic Laboratory.
 - Res.** – Budget Mod. – Accept Child Passenger Safety Grant.
 - Res.** – Telecommunication Systems Inc. Sole Source Designation for Support & Monitoring of Text to 911 Service.
4. Fire Coord/Emerg. Svcs.
 - Res.** – Accept Bylaws and Appoint Chair to Niagara County Local Emergency Preparedness Committee (LEPC)
 - Res.** – Creation of a Niagara County Critical Incident Support Team.
 - Res.** – Sole Source Standardization of ESO Solutions, Inc. For EMS Electronic Patient Care Reporting System.
5. District Attorney
 - Res.** – Accept Gun Involved Violence Elimination Grant
 - Res.** – Accept Crimes Against Revenue Program Grant
 - Res.** – Accept Motor Vehicle Theft and Insurance Fraud Prevention Program Grant.



Community Services Committee

AGENDA - Meeting of September 02, 2025

1. Call to Order

- a) Bradt, Gooch, Godfrey, Nemi, Robins, Speranza, Voccio

2. Approval of Minutes of July 28, 2025

3. Department of Public Health

- a) Budget Modification-Utility Charges Stevens Street

4. Department of Mental Health

- a) Budget Modification – Contract Agency State Aid COLA-Minimum Wage
- b) 2025 Budget Modification – Abolish and Create Positions
- c) 2025 Budget Modification – Abolish and Create Positions
- d) Budget Transfer – A4310 Court Ordered County Mandated Costs

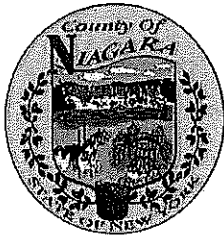
5. Department of Social Services

- a) Budget Modification Flexible Fund for Family Services

6. Youth Bureau

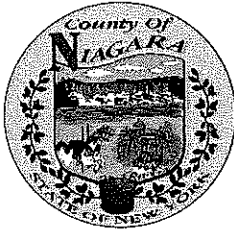
- a) NYS Aid Application

7. Motion to Adjourn



INFRASTRUCTURES COMMITTEE AGENDA
NIAGARA COUNTY COURT HOUSE
LOCKPORT, NEW YORK
TUESDAY SEPTEMBER 2, 2025
MEETING NO. 10
5:50 PM

- 1. Call to Order**
 - a. Foti, Robins, Myers, Abbott, Hill, Speranza, Bradt
- 2. Meeting Minutes – Approval**
 - a. August 5, 2025
- 3. Information Technology**
 - a. Budget Modification – Cyber Security Grant Program
 - b. Informational – Niagara County Draft AI Policy
- 4. Water District – Budget Modification**
 - a. Maintenance and Repairs
- 5. Environmental/Solid Waste**
 - a. Change Order – Royalton Ravine EV Charging Station
 - b. Informational – Climate
- 6. Parks – Approval**
 - i. Agreement Between the County of Niagara and the Niagara County Snowmobile Federation of Snowmobile Club
 - ii. Scouting America Troop 58 – Burmaster Park
 - iii. Informational – Grant Award Natural Playground Phase II
- 7. Engineering – Approval**
 - a. Award Contract
 - i. Magistrate Court Room
 1. The Payton Barlow Co. Inc. - General Construction, EPN2403
 2. CIR - Electric – EPN2403
 3. JW Danforth Company - Mechanical, EPN2403
 4. JW Danforth Company - Plumbing, EPN2403
 - ii. Canal Rd, Design C&S Engineers, EPN2416



Administration Committee

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Today's Date: August 21, 2025

Department Submitting agenda item: Treasurer's Office

Date of Committee Meeting: September 2, 2025

Title: Purchase of IN REM Property

Brief Summary: acceptance of sale of IN REM property to highest bidders

If this item pertains to a position(s), it must be sent to the Human Resources Department to be reviewed and approved before going to the Administration Committee.

Please provide date approved: N/A

Action Requested: Approval

Associated Costs:

Benefits & Risks:

PURCHASE OF IN REM PROPERTY

WHEREAS, online bidding took place from July 23, 2025 commencing at noon through August 6, 2025, at 10:00 am for the public auction for the sale of properties acquired by the County of Niagara by its In Rem Action, and

WHEREAS, as a result of said auction, the attached list of properties were struck down to each of the named individuals for the price indicated for each parcel, said price being the highest bid price received, now, therefore, be it

RESOLVED, that the purchase offers set forth in the attached list and any alternate bidder from the sale herein referenced be, and the same hereby are, accepted and the Chairman of the legislature is hereby authorized and directed to execute suitable quit-claim deeds, subject to the approval of the County Attorney, upon the receipt by the County Treasurer of the entire balance due on the purchase price of said properties, at which time said deeds, as provided in the terms of sale shall be recorded in the Niagara County Clerk's Office in the name of the respective purchaser.

ADMINISTRATION COMMITTEE

N.C. IN-REM 2022 AUCTION
Index #E178481/2022

Lot#	Serial#	SBL#	Purchaser	Bid Price
4	2022-020	70.02-1-26	Franklin LaPort	\$ 32,800.00
5	2021-023	71.01-1-9	LPC North31 Investments LLC	\$ 29,500.00
9	2022-031	146.13-2-57	Susan Zummo	\$ 39,600.00
11	2022-183	118.20-2-1	Kohinoor Akther	\$ 102,300.00
13	2022-067	40.00-1-60.122	AlAmir AlFatihah	\$ 1,025.00
15	2021-071	39.00-1-39.1	Nicholas Curtis	\$ 23,800.00
16	2021-073	39.17-1-62	Gold Key Prime LLC	\$ 38,000.00
17	2021-075	39.17-1-69	Michael Bellagamba	\$ 4,150.00
18	2022-078	130.83-2-20	Sneha Pablani	\$ 31,500.00
19	2022-086	132.13-1-14	Brian Scholtisek	\$ 2,900.00
20	2022-094	144.27-2-18	General Profesional Services LLC	\$ 64,400.00
22	2022-098	145.10.3-8	Munawar Din	\$ 120.00
23	2022-099	146.13-2-21	Yash Paghadal	\$ 1,525.00
24	2022-100	146.13-2-3	Kenneth Candella	\$ 1,325.00
25	2022-101	146.13-2-51	Donald Hardy Jr	\$ 2,600.00
26	2022-102	146.13-2-52	Michael Johnson	\$ 2,050.00
27	2022-103	146.13-2-53	Khalid Othman	\$ 2,300.00
28	2022-104	146.13-2-54	Khalid Othman	\$ 2,500.00
29	2022-105	146.13-2-55	Khalid Othman	\$ 3,150.00
30	2022-106	146.13-2-56	LPC North31 Investments LLC	\$ 2,275.00
31	2022-107	146.13-2-57	Mark Mundier Jr	\$ 3,550.00
32	2022-108	146.61-1-13	Yash Paghadal	\$ 2,025.00
33	2022-109	146.17-4-24	Randall Brown	\$ 1,550.00
36	2022-138	86.17-1-67	Yogeshrie Sewdarsan	\$ 13,200.00
39	2022-171	162.12-1-5.111	Adefowo Oduyungbo	\$ 2,650.00
41	2022-179	49.00-1-71.2	Nathan Cudzilo	\$ 23,800.00
43	2021-168	22.40-2-53	Kristine Washbon	\$ 26,100.00
				\$460,695.00



Administration Committee

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Today's Date: 08/29/25

Department Submitting agenda item: Office of Management & Budget

Date of Committee Meeting: 09/02/25

Title: Budget Modification – Beautification Funding

Brief Summary: Budget modification to allocate funds for NYSAC Conference event

If this item pertains to a position(s), it must be sent to the Human Resources Department to be reviewed and approved before going to the Administration Committee.

Please provide date approved: N/A

Action Requested:

Associated Costs:

Benefits & Risks:

BUDGET MODIFICATION – BEAUTIFICATION FUNDING

WHEREAS, the Niagara Falls Bridge Commission continues to make voluntary in lieu of tax payments to Niagara County on an annual basis, and

WHEREAS, the Niagara Falls Bridge Commission continues to support the use of these funds for various activities of the Niagara County Center for Economic Development related to economic and tourism development, and

WHEREAS, Niagara County is hosting the New York State Association of Counties (NYSAC) statewide fall conference and President's Reception, which will bring hundreds of elected and appointed county officials from all over New York State to Niagara Falls and Niagara County, creating a positive economic impact, and

WHEREAS, funds are available in the Niagara Falls Bridge Commission Committed Fund Balance, and

WHEREAS, funds have been graciously received from sponsors of the event, and

WHEREAS, the Niagara Falls Convention Center is uniquely situated to provide as host and culinary professionals for the end of conference event for the hundreds of elected and appointed county officials from all over New York State, and

WHEREAS, under Niagara County's Purchasing Guidelines, the Niagara County Legislature and the requisite committee(s) have the discretion to waive the guidelines for a professional services contract, and

WHEREAS, prior to the execution of the agreement, the County Attorney will review for approval as to legal form now, therefore, be it

RESOLVED, that the Niagara County Legislature approves the waiver of the Niagara County Purchasing Policy for Professional Services for the NYSCA conference event, and be it further

RESOLVED, that following the County Attorney's review, the agreement with the Niagara Falls Convention Center shall be executed pursuant to Niagara County Contract Policy, and be it further

RESOLVED, that Niagara County allocate up to \$55,000 in Niagara Falls Bridge Commission funding and sponsor donations for the 2025 NYSAC Fall Conference, and be it further

RESOLVED, that the following budget modification be effectuated:

INCREASE APPROPRIATED FUND BALANCE:

A.28.8020.811 40599.01	Appropriated Fund Balance Committed Funds	\$50,000
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INCREASE REVENUE:

A.28.8020.811 42705.00	Gifts and Donations Revenue	\$ 5,000
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INCREASE APPROPRIATION:

A.28.8020.811 74550.29	Programs Beautification Program	\$55,000
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ADMINISTRATION COMMITTEE



Administration Committee

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Today's Date: 8/14/2025

Department Submitting agenda item: Real Property

Date of Committee Meeting: 9/2/2025

Title: Real Property Position Create Account Clerical III, Abolish RPTSA

Brief Summary:

Creation of Account Clerical III and abolish Real Property Tax Services Aide position to better suit the needs of Real Property Department.

If this item pertains to a position(s), it must be sent to the Human Resources Department to be reviewed and approved before going to the Administration Committee.

Please provide date approved: N/A

Action Requested: Approval

Associated Costs:

Benefits & Risks:

**ABOLISH REAL PROPERTY TAX SERVICES AIDE POSITION/CREATE & FILL
ACCOUNT CLERICAL III (HELP PROGRAM) - REAL PROPERTY**

WHEREAS, the duties of Real Property Tax Services Aide do not meet the present needs of the Real Property Department, and

WHEREAS, the duties of Account Clerical III (HELP Program) represent the duties necessary for the daily operations of the Real Property Department, and

WHEREAS, the flexibility and scope of duties of Account Clerical III (HELP Program) better serves the Real Property Department's needs, and

WHEREAS, the change reflects no cost increase to the County, now, therefore, be it

RESOLVED, that effective September 16, 2025 the position of Real Property Tax Services Aide (Position #10524), CSEA Job Group V at \$42,042 to \$46,901 per year, be abolished, and be it further

RESOLVED, that effective September 16, 2025 the position of Account Clerical III (HELP Program), CSEA Job Group VI at \$43,589 to \$49,413 per year, be created and filled.

ADMINISTRATION COMMITTEE



Administration Committee

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Today's Date: 8/7/2025

Department Submitting agenda item: Real Property

Date of Committee Meeting: 9/2/2025

Title: Real Property Position Create Tax Mapper, Abolish RPIC

Brief Summary:

Creation of third Tax Mapper Position and abolish Real Property Information Clerk position to better suit the needs of Real Property Department.

If this item pertains to a position(s), it must be sent to the Human Resources Department to be reviewed and approved before going to the Administration Committee.

Please provide date approved: N/A

Action Requested: Approval

Associated Costs:

Benefits & Risks:

**ABOLISH REAL PROPERTY INFORMATION CLERK POSITION/CREATE &
FILL TAX MAP TECHNICIAN (HELP PROGRAM)- REAL PROPERTY**

WHEREAS, the duties of Information Clerk do not meet the present needs of the Real Property Department, and

WHEREAS, the duties of Tax Map Technician (Help Program) represent the duties necessary for the daily operations of the Real Property Department, and

WHEREAS, the flexibility and scope of duties of Tax Map Technician better serves the Real Property Department's needs, and

WHEREAS, the change reflects no cost increase to the County, now, therefore, be it

RESOLVED, that effective September 16, 2025 the position of Real Property Information Clerk (Position #111), CSEA Job Group VII at \$45,700 to \$52,507 per year, be abolished, and be it further

RESOLVED, that effective September 16, 2005 the position of Tax Map Technician, CSEA Job Group VI at \$43,589 to \$49,413 per year, be created and filled.

ADMINISTRATION COMMITTEE