

Appendix C  
Meeting Summary

## **Appendix C**

### **Chautauqua County Hazard Mitigation Plan Update Process Meeting Details**

#### **HMP Update Mitigation Planning Committee**

The Mitigation Planning Committee is comprised staff from the Office of Emergency Services, who are responsible for aiding the consultant team in identifying key stakeholders, distributing data, and facilitating meetings and outreach.

- Chris Wichlacz- Planning Technician, Chautauqua County Emergency Services
- Dan Imfeld- Deputy Fire Coordinator, Chautauqua County Emergency Services
- Noel Guttman- Director of Chautauqua County Emergency Services
- Jayme Breschard – Senior Managing Community Planner, Barton & Loguidice, D.P.C.
- Andrew Stone – Community Planner 1, Barton & Loguidice, D.P.C.
- Shannon Clarke - NYS DHSES
- Roland Paperman - NYS DHSES

The meetings held as part of the plan update process are summarized on the following pages, along with lists of attendees.

## **Monthly Mitigation Planning Committee Meetings**

**August 2022-April 2023**

### **In-Person and Zoom**

The Mitigation Planning Committee met monthly from July, 2022 to April 2023. Meeting dates are listed below. Minutes detailing attendees and items discussed during each meeting are provided on the following pages.

- July 11, 2022
- August 1, 2022
- August 8, 2022
- September 6, 2022
- October 3, 2022
- November 7 2022
- December 5, 2022
- January 9, 2023
- February 6, 2023
- March 6, 2023

## **Chautauqua County Hazard Mitigation Plan Update**

### *Planning Committee Meetings*

**August 1, 2022**

*10:30-11:00am*

### Agenda:

1. NYS DHSES – New Team Introduction
2. Quarterly Report/LHMP Status Tracker
  - Due Friday, July 15
3. Status Update: Scheduling Municipal Interviews
  - Wednesday, July 13 (Pomfret + others) *in-person*
  - Tuesday, July 19 (Jamestown) *Virtual*
  - Wednesday, July 27 (Dunkirk) *Virtual*
4. Upcoming Planning Committee Meetings: Schedule and Potential Guests

Next Meeting on Monday, August 15 at 10:30 with Chautauqua County Planning and Community Development

- Resources, Planning Mechanisms, and Capabilities: County-Wide Shared Services Initiative (CWSSI)
- Development Trends

## **Chautauqua County Hazard Mitigation Plan Update**

*Planning Committee Meetings*

**August 1, 2022**

*10:30-11:00am*

### Agenda:

#### 1. Status Update: Scheduling Municipal Interviews

- Monday, August 1 (Mina)
- Wednesday, August 3 (Chautauqua, Falconer, Mayville)
- Friday, August 5 (Portland)
- Monday, August 15 (Sherman)

#### 2. Chautauqua County Soil and Water Conservation District

- Vulnerability Assessment: Natural Environment
- Climate Characteristics

Next Meeting on Monday, August 15 at 10:30 with Chautauqua County Planning and Community Development

- Resources, Planning Mechanisms, and Capabilities: County-Wide Shared Services Initiative (CWSSI)
- Development Trends

## **Chautauqua County Hazard Mitigation Plan Update**

*Planning Committee Meetings*

**August 8, 2022**

*10:30-11:00am*

### Agenda:

#### 1. Status Update: Scheduling Municipal Interviews

- Monday, August 1 (Mina)
- Wednesday, August 3 (Chautauqua, Falconer, Mayville)
- Friday, August 5 (Portland)
- Monday, August 15 (Sherman)

#### 2. Chautauqua County Soil and Water Conservation District

- Vulnerability Assessment: Natural Environment
- Climate Characteristics

Next Meeting on Monday, August 15 at 10:30 with Chautauqua County Planning and Community Development

- Resources, Planning Mechanisms, and Capabilities: County-Wide Shared Services Initiative (CWSSI)
- Development Trends

## **Chautauqua County Hazard Mitigation Plan Update**

### *Planning Committee Meetings*

**August 15, 2022**

*10:30-11:00am*

## Agenda:

### 1. Status Update: Scheduling Municipal Interviews

- Village of Sherman: Today
- Town of Clymer: Today
- Town of Carroll: Wednesday
- Village of Sinclairville: Wednesday
- Town of Arkwright: August 25<sup>th</sup>
- Town of Busti: August 30<sup>th</sup>
- Village of Panama: August 31st

### 2. Chautauqua County Soil and Water Conservation District

- Resources, Planning Mechanisms, and Capabilities: County-Wide Shared Services Initiative (CWSSI)
- Development Trends

Next Meeting on Tuesday, September 6 with Chautauqua County Public Facilities

## **Chautauqua County Hazard Mitigation Plan Update**

### *Planning Committee Meetings*

**September 6, 2022**

*10:30-11:00am*

### Action Items from Meeting:

1. B&L to compile County roads/bridges mitigation actions (2016) from Municipal Worksheets for Drew Rogers/County Facilities
2. B&L to compile County critical infrastructure (assets) for Drew's review
3. B&L to compile water/infrastructure projects/assets in prep for November 7 meeting with County Water & Sewer
4. B&L to develop draft agenda for Public Information Meeting #1
5. OES to send out public awareness flyer to municipal elected officials
6. OES to discuss date for Public Information Meeting #1
7. OES to contact the following municipalities to help schedule interviews:
  - Town of Ellery
  - Town of Hanover
  - Village of Cassadaga
  - Village of Celoron



**Chautauqua County Hazard Mitigation Plan Update**  
*Planning Committee Meetings*

**October 3, 2022**  
*10:30-11:00am*

**Agenda:**

1. Discussion of Draft Presentation for the First Public Information Meeting on 10/17
2. Office of the Aging to Assist with Reaching Certain Segments of the Population (Amish).
  - Give Materials to the Office to Distribute

Next Meeting will be Monday, November 7 at 10:30.

## **Chautauqua County Hazard Mitigation Plan Update**

### *Planning Committee Meetings*

**November 7, 2022**

*10:30-11:00am*

### Agenda:

1. HMP Status Update
2. Chautauqua County Water and Sewer Districts
  - Vulnerability Assessment: Built Environment and Critical Infrastructure
  - Development Trends

### Action Items from Meeting:

1. B&L will reschedule our meeting with Water + Sewer for Wednesday, November 16 at 9am. (Calendar Zoom invite sent.)
2. OES will contact Water + Sewer for November 16 meeting.
3. OES will discuss in-person meeting on 12/6 or 12/7 with County Executive to review actions from 2016 HMP and create new mitigation actions.
4. B&L will provide 2016 actions from HMP and distribute, along with narrative for in-person meeting request.
5. B&L will contact County Communications Director regarding online public information survey.
6. B&L will coordinate with DHSES on a working meeting to review example municipal profiles and mitigation actions.
7. DHSES will provide FEMA information request form to OES.
8. Quarterly reporting due on January 15.

Next Meeting will be Monday, December 5 at 10:30.

## **Chautauqua County Hazard Mitigation Plan Update**

*Planning Committee Meetings*

**December 5, 2022**  
*10:30-11:00am*

### Agenda:

1. HMP Status Update
  - Critical Infrastructure + Facilities
2. Chautauqua County Mitigation Actions
  - Roundtable Meeting
3. MitigateNY
4. Hazard Vulnerability Table

### Action Items from Meeting:

1. Jayme to resend Planning Committee meeting calendar invitations (1/9/23, then 2/6-6/5/23)
2. Andrew to send list of critical facilities and infrastructure for Noel to confirm
3. Noel to reserve Thursday, January 12 from 10-noon for the County Mitigation Actions roundtable meeting at OES facility, and coordinate invites with County Executive
4. Jayme and Andrew to brainstorm list of recommended County stakeholders for the roundtable meeting
  - Please see attached County Mitigation Actions from previous HMP
5. Explore <https://chautauqua.mitigateny.org/>
  - Refer to <https://niagara.mitigateny.org/> and <https://schenectady.mitigateny.org/> as models

Next Meeting will be Monday, January 9 at 10:30.

**Chautauqua County Hazard Mitigation Plan Update**  
*Planning Committee Meetings*

**January 9, 2022**  
*10:30-11:00am*

**Agenda:**

1. Review Logistics for the County Mitigation Action Roundtable on January 12.

**Chautauqua County Hazard Mitigation Plan Update**  
*Planning Committee Meetings*

**February 6, 2022**  
*10:30-11:00am*

**Agenda:**

1. HMP Status Update
  - Spring Public Meeting
2. Chautauqua County Mitigation Actions
  - Roundtable Meeting on January 12
3. DHS Updates
  - FEMA info request
  - MitigateNY

Next Meeting will be Monday, March 6 at 10:30

**Chautauqua County Hazard Mitigation Plan Update**  
*Planning Committee Meetings*

**March 6, 2022**  
*10:30-11:00am*

**Agenda:**

1. Status of FEMA data request
2. Emails/invitations for participation
3. Monthly Planning Meetings Invitations
4. Status update of emergency housing (County ARPA funding?)
5. Building code officials data request (BCEGS)
6. Panama Dam EAP

Next Meeting will be Monday, April 3 at 10:30

Numerous County departments and offices were invited to meetings to provide input on sections of the HMP that are relevant to their efforts. During these hour long meetings the Planning Committee and County officials discussed the impact that natural hazards have on the operations of these County offices and departments. Mitigation actions were developed during these meetings which can be pursued to reduce the impact of hazards.

## Planning Committee Meeting with the County of Chautauqua Industrial Development Agency



PAUL M. WENDEL, JR.  
County Executive

### CHAUTAUQUA COUNTY OFFICE OF THE COUNTY EXECUTIVE

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Gerace Office Building – 3 N. Erie St. – Mayville, NY 14757-1007  
(716) 753-4211 – FAX (716) 753-4756 – [wendelp@chqgov.com](mailto:wendelp@chqgov.com)  
<https://chqgov.com/>

August 9, 2022

Dear Mr. Geise,

I would like to invite the County of Chautauqua Industrial Development Agency (CCIDA) to join the Chautauqua County Office of Emergency Services (OES) and the New York State Division of Homeland Security and Emergency Services (DHSES) at their upcoming Planning Committee meeting on **Monday, August 15 at 10:30am**. OES and DHSES meets monthly to discuss activities associated with the Hazard Mitigation Plan (HMP) update.

As you may know, the Chautauqua County Hazard Mitigation Plan (HMP) is currently being updated. Local jurisdictions are required to update the HMP every five years to remain eligible for the Federal Emergency Management Agency's (FEMA) pre-disaster and post-disaster mitigation grant programs. Chautauqua County OES received a grant from FEMA to complete this update and is requesting your participation in the planning process.

Chautauqua County OES has retained Barton & Loguidice to assist in the HMP update. They are looking for feedback about development trends along with resources, planning mechanisms and capabilities regarding the County-Wide Shared Services Initiative (CWSSI). As well as any other information that would be helpful in the HMP planning process.

Please let Noel Guttman, the Director of Emergency Services, know who will be attending on behalf of the CCIDA. They look forward to meeting with you.

Sincerely,

A handwritten signature in dark ink, appearing to read "Paul M. Wendel, Jr.", is written over a circular stamp or seal.

Paul M. Wendel, Jr.  
Chautauqua County Executive



## Planning Committee Meeting with the Department of Public Facilities



PAUL M. WENDEL, JR.  
County Executive

### CHAUTAUQUA COUNTY OFFICE OF THE COUNTY EXECUTIVE

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Gerace Office Building – 3 N. Erie St. – Mayville, NY 14757-1007  
(716) 753-4211 – FAX (716) 753-4756 – [wendelp@chqgov.com](mailto:wendelp@chqgov.com)  
<https://chqgov.com/>

August 9, 2022

Dear Mr. Rodgers,


I would like to invite the Department of Public Facilities to join the Chautauqua County Office of Emergency Services (OES) and the New York State Division of Homeland Security and Emergency Services (DHSES) at their upcoming Planning Committee meeting on **Tuesday, September 6<sup>th</sup> at 10:30am**. OES and DHSES meets monthly to discuss activities associated with the Hazard Mitigation Plan (HMP) update.

As you may know, the Chautauqua County Hazard Mitigation Plan (HMP) is currently being updated. Local jurisdictions are required to update the HMP every five years to remain eligible for the Federal Emergency Management Agency's (FEMA) pre-disaster and post-disaster mitigation grant programs. Chautauqua County OES received a grant from FEMA to complete this update and is requesting your participation in the planning process.

Chautauqua County OES has retained Barton & Loguidice to assist in the HMP update. They are looking for feedback about built environment and critical infrastructure within Chautauqua County. As well as any other information that would be helpful in the HMP planning process.

Please let Noel Guttman, the Director of Emergency Services, know who will be attending on behalf of the DPF. They look forward to meeting with you.

Sincerely,



Paul M. Wendel, Jr.  
Chautauqua County Executive

## Planning Committee Meeting with the Department of Health and Human Services



PAUL M. WENDEL, JR.  
County Executive

### CHAUTAUQUA COUNTY OFFICE OF THE COUNTY EXECUTIVE

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Gerace Office Building – 3 N. Erie St. – Mayville, NY 14757-1007  
(716) 753-4211 – FAX (716) 753-4756 – [wendelp@chqgov.com](mailto:wendelp@chqgov.com)  
<https://chqgov.com/>

August 10, 2022

Dear Mrs. Schuyler,

I would like to invite the Department of Health and Human Services (DHHS) to join the Chautauqua County Office of Emergency Services (OES), the Chautauqua County Office for Aging Services (OFAS) and the New York State Division of Homeland Security and Emergency Services (DHSES) at their upcoming Planning Committee meeting on **Monday, October 3<sup>rd</sup> at 10:30am**. OES and DHSES meets monthly to discuss activities associated with the Hazard Mitigation Plan (HMP) update.

As you may know, the Chautauqua County Hazard Mitigation Plan (HMP) is currently being updated. Local jurisdictions are required to update the HMP every five years to remain eligible for the Federal Emergency Management Agency's (FEMA) pre-disaster and post-disaster mitigation grant programs. Chautauqua County OES received a grant from FEMA to complete this update and is requesting your participation in the planning process.

Chautauqua County OES has retained Barton & Loguidice to assist in the HMP update. They are looking for feedback about the County's population, emergency support services, shelter locations and evacuation plans. As well as any other information that would be helpful in the HMP planning process.

Please let Noel Guttman, the Director of Emergency Services, know who will be attending on behalf of the DHHS. They look forward to meeting with you.

Sincerely,

A handwritten signature in blue ink, which appears to read "Paul M. Wendel, Jr.", is written over a circular blue ink stamp. The stamp contains the text "Paul M. Wendel, Jr." and "Chautauqua County Executive".

Paul M. Wendel, Jr.  
Chautauqua County Executive

## Planning Committee Meeting with the Office of the Aging



PAUL M. WENDEL, JR.  
County Executive

### CHAUTAUQUA COUNTY OFFICE OF THE COUNTY EXECUTIVE

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Gerace Office Building – 3 N. Erie St. – Mayville, NY 14757-1007  
(716) 753-4211 – FAX (716) 753-4756 – [wendelp@chqgov.com](mailto:wendelp@chqgov.com)  
<https://chqgov.com/>

August 10, 2022

Dear Dr. Spanos,

I would like to invite the Office for Aging Services (OFAS) to join the Chautauqua County Office of Emergency Services (OES), the Chautauqua County Department of Health and Human Services (DHHS) and the New York State Division of Homeland Security and Emergency Services (DHSES) at their upcoming Planning Committee meeting on **Monday, October 3<sup>rd</sup> at 10:30am**. OES and DHSES meets monthly to discuss activities associated with the Hazard Mitigation Plan (HMP) update.

As you may know, the Chautauqua County Hazard Mitigation Plan (HMP) is currently being updated. Local jurisdictions are required to update the HMP every five years to remain eligible for the Federal Emergency Management Agency's (FEMA) pre-disaster and post-disaster mitigation grant programs. Chautauqua County OES received a grant from FEMA to complete this update and is requesting your participation in the planning process.

Chautauqua County OES has retained Barton & Loguidice to assist in the HMP update. They are looking for feedback about the County's population, emergency support services, shelter locations and evacuation plans. As well as any other information that would be helpful in the HMP planning process.

Please let Noel Guttman, the Director of Emergency Services, know who will be attending on behalf of the OFAS. They look forward to meeting with you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Paul M. Wendel, Jr.", with a stylized flourish at the end.

Paul M. Wendel, Jr.  
Chautauqua County Executive

## Elected Officials Kickoff Meeting

June 14, 2022

Hybrid

An Elected Officials kickoff meeting was held to introduce the HMP update process to jurisdiction representatives. The County committee members and consultant team provided an overview of hazard mitigation planning, the HMP update process, and anticipated schedule. A handout was provided to the elected officials with key information about hazard mitigation planning.

MEETING SIGN-IN SHEET			PAGE ____ OF ____	
Project: 20 Hazard Mitigation Meeting		Meeting Date and time: 6/14/22		
Facilitator: Chris Wichlacz		Place/Room: EOC		
Name	Title	Signature	Phone: Cell or Work phone	E-Mail
Jayme Breschard	Senior Manager, Community Planning	[Signature]	585-9104	jbreschard@bartonandloguidice.com
Dave Hanny	Se. Associate	[Signature]	585-953-6670	dhanny@bartonandloguidice.com
JAMES KANUSJA	MAYOR	[Signature]	716-450-7312	KANUSJA@VILLAGEOFWESTFIELD.NY
RYAN DAHLBOM	Mayor	[Signature]	716-485-2856	ryandahlbom@villageofwestfield.com
RICK HEATH	Town Supervisor	[Signature]	716-499-0474	Rheath@westfieldtownship.org
Dave Wilson	Supervisor	[Signature]	716-450-4433	willson@notsync.net
Noel Guttman	Deputy Mayor	[Signature]	716-450-4433	Guttman@charterframing.com
Doug Eschke	Mayor	[Signature]	716-679-2301	eschke@villageofwestfield.com
Ben Truche	Mayor	[Signature]	716-499-3051	truche@chicago.com
REBECCA BRUNAGN	MILWAUKEE TOWN SUPERVISOR	[Signature]	716-969-7757	msupervisor@townofmilwaukee.org
Martha Falls	Westfield Town Supervisor	[Signature]	716-326-3211	marthafalls@townofwestfield.org
Ken Strasser	Village of Westfield Mayor	[Signature]	716-753-0981	kenstrasser@villageofwestfield.com

## MEETING SIGN-IN SHEET

PAGE \_\_\_\_ OF \_\_\_\_

**Project:** 20 Hazard Mitigation Meeting

Meeting Date and time 6/14/22

Facilitator: Chris Wichlacz

Place/Room: EOC

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## What is Hazard Mitigation Planning? Why Do We Need a Plan?

A hazard mitigation plan identifies and evaluates risks and vulnerabilities associated with natural hazards and disasters. This process aims to reduce the loss of life and property by minimizing the impact of natural hazard events. Hazard mitigation planning leads to the development of short-term and long-term strategies to reduce and manage risk.

### Benefits of Having a Hazard Mitigation Plan



Protect public safety  
& prevent loss of life  
and injury



Minimize operational  
downtime &  
accelerate recovery



Prevent damage to  
your community's  
unique assets



Reduce harm to  
existing & future  
development



Maintain community  
& strengthen social  
connections



Reduce the cost of  
disaster response &  
the exposure risk

### Available Funding

The Disaster Mitigation Act of 2000 requires that state, local, tribal, and territorial governments prepare natural hazard mitigation plans as a condition of future funding. With a FEMA approved Hazard Mitigation Plan, your community WILL be eligible to apply for funding through the following Hazard Mitigation Assistance and Resilience Grant programs:

- Hazard Mitigation Grant Program (HMGP)
- Post Fire/Fire Management Assistance Grant
- Pre-Disaster Mitigation Grant (PDM)
- Building Resilient Infrastructure and Communities Program (BRIC)
- Flood Mitigation Assistance Grant (FMA)
- High Hazard Potential Dam Grant (HHPD)

### These Programs Will Allow Your Community to...

- Retrofit structures, utilities and infrastructure
- Create buffer areas to protect floodplains and wetlands
- Repair, replace, reconstruct or remove dams
- Purchase hazard prone structures
- Make drainage improvements
- Address soil stabilization and erosion control
- Implement flood diversion
- Complete reforestation projects
- Implement outreach programs
- Adopt and enforce ordinances, regulations and building codes
- Perform engineering, design and feasibility studies

**For every \$1 spent on mitigation, an average of \$6 is saved!**

## Hybrid

[illegible][illegible]

Date: JUNE 15 2022

CHAUTAUQUA COUNTY TOWN & VILLAGE HIGHWAY SUPERINTENDENTS ASSOCIATION

MONTHLY ATTENDANCE - TOWN SUPERINTENDENTS

TOWN	TOWN HIGHWAY SUPERINTENDENT	SIGNATURE	*
Arkwright	Lisa Waldron	<i>[Signature]</i>	
Brost	Greg Johnson		
Carroll	Michael Walker	<i>[Signature]</i>	
Charlton	Mark Leharon		
Chautauque	Dan Thornell	<i>[Signature]</i>	
Cherry Creek	Ken Chase		
Clymer	Scott Trickett		
Dunkirk	Jeff Fennell		
Ellery	Greg Hallberg & Vance Lotman	<i>[Signature]</i>	
Ellicott	Bob Pickett Jr	<i>[Signature]</i>	
Ellington	William J. Green		
French Creek	Brian Malecki		
Gerry	Brian Anderson		
Hanover	Peter A. Pufferer		
Harmony	Timothy Caid	<i>[Signature]</i>	
Karmon	Rob Carlson		
Miss	Bill Hamilton		
North Harmony	Benny Carlson		
Poland	Larry Mee	<i>[Signature]</i>	
Pandora	Jade Gardner		
Portland	Jeff Olson	<i>[Signature]</i>	
Portland	Kae Backus		
Rapley	Jim Spauld		
	Marie Dornan		
Shandon	Jeff Fennell		
Sheridan	Dennis Swartzman		
Stockton	Aaron Burnett	<i>[Signature]</i>	
Village			
Westfield	David Hubcock	<i>[Signature]</i>	

Date: JUNE 15 2022

CHAUTAUQUA COUNTY TOWN & VILLAGE HIGHWAY SUPERINTENDENTS ASSOCIATION

MONTHLY ATTENDANCE - VILLAGE SUPERINTENDENTS & OTHERS

VILLAGE	VILLAGE HIGHWAY SUPERINTENDENT	SIGNATURE	*
Bemis Point	Scott Koipe		
Brost	Ken Becker	<i>[Signature]</i>	
Cassadaga	Sara Adams		
Catskill	Terry Scheuergast		
Falconer	Carl Caprino	<i>[Signature]</i>	
Frederia	Scott Marsh		
Lakewood	Tom Biling		
Mapville	John Burton		
Shammon	Doug Crute		
Silver Creek	Robert Haskinski		
Stonelaerville	Ryan Edson		
Westfield	Edward Leharon		
Chautauque County	Drew Rogers		
	John Schwan		
	Ken France		
	Hasty Gross		
	Lex Brattain &		
North Collins	Dave "Kissy" Water		
Chautauque Inst.	Growth & Maintenance		
Soil & Water	Dave Spann		
	Cassandra Piskinski		
City of Dunkirk	Andy Bohm		
	Mike Propolis		
City of Jamestown	Jeff Lehman		
	Mark Schlemmer		
	Al Spicaglio		
NYS DOT	Patrick D. Monaghan		
	Eric Meko		
	Bruce Pflieger		
	Andrew (AJ) Riforgiat		
	Heather Langdon		

**Public Meeting 1**  
**October 17, 2022**  
**Zoom**

The purpose of the first stakeholder and public meeting was to solicit comments and questions regarding hazard mitigation planning concerns from County residents and local, regional, state, and federal stakeholder agencies/organizations/other groups. The meeting was held over Zoom. B&L provided a brief overview of the HMP update process, a project status update, and facilitated discussion regarding natural hazard concerns throughout the County.



## **County Roundtable Meeting**

**January 12, 2023**

### **Zoom**

A County round-table meeting was held in January, 2023 with representatives from each County office and department. During this meeting new goals and objectives were developed, mitigation actions were created, and the status of previous actions were updated. The following handouts were given to each participant.

### Agenda:

10:00 – 10:10: Welcome & Introductions

10:10 – 10:20: HMP Status Update

10:20 – 10:50: 2016 Goals and Objectives

10:50 – 11:15: Status Review of 2016 Chautauqua County Mitigation Actions

11:15 – 12:00: Create New County Mitigation Actions

# MEETING SIGN-IN SHEET

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Project: 20 Hazard Mitigation CC Department Head Roundtable Meeting Date and time: January 12, 2023 10am - 12  
Facilitator: Chris Wadell Place/Room: EOC

Name	Title	Signature	Phone : Cell or Work phone	E-Mail
Dan Imhof	Nurse Cons		716-411-4263	imhof@chgo.gov
Cathie Kisten	Director Spec		716-450-8471	kisten@chgo.gov
Tabitha Manning	Sanitation Supervisor		716-763-4093	manningt@chgo.gov
Richard Lewis	Sanitation Supervisor		(716) 952-7681	supervisor.lewis@chgo.gov
Tom Walsh	Director Spec		716-450-4325	walsh@chgo.gov
Dane Lervin	Deputy Dir. OFG		716-753-4876	lervind@chgo.gov
Shannon Boudet	Mod. Affairs		716-644-0062	boudet@chgo.gov
Mark Creise	Planning & Dev		716-489-6075	creise@chgo.gov
Domique Juston	Calom/public		929-277-8034	justond@chgo.gov
Noel G. Thomas	CCO		716-753-4320	thomasn@chgo.gov









## Chautauqua County 2016 Hazard Mitigation Plan Mitigation Actions

The following mitigation actions were developed in 2016. To update the current HMP the status of these actions need to be documented. The actions will be categorized as Complete, In-progress, or Incomplete.

### 2016 Mitigation Actions

Project Number	Description of Action	Risk/Hazard	Responsible Dept.
CC-1	Conduct an analysis of the potential impact of climate change on the County to include an analysis of how climate change may affect the County's vulnerability to hazards identified in the mitigation plan (flood, severe storms, winter storms, and tornado). The study should also include concrete strategies and recommendations for action that the community can implement to reduce the impact of climate change and incorporate climate change into multiple planning mechanisms.	Climate Change	Emergency Services
CU-1	Conduct annual training exercises for local law enforcement handling large crowds, riots, and other volatile public situations.	Unruly Crowds	CCSO
D-1	Institute a groundwater tracking and monitoring program which measures groundwater levels throughout the county and provides an early warning system when drought conditions persist.	Drought	(Health Department)
DF-1	Conduct dam failure analysis, delineating the inundation zone in	Dam failure and flood	(Public Facilities)

	the event of a credible worst case scenario		
F-1	<p>Develop and implement a public outreach and education program regarding all natural hazards and risks. Program should create a website/information portal which allows individual homeowners to look up FIRM maps and other information on their property. Program should include information on flood proofing, flood insurance, storm sewers, and other mitigative measures. The website should be used as a consistently updated platform to disseminate hazard information to the public. The program should be tied to the emergency alert system so that in times of crisis information can still be disseminated quickly.</p>	Flood	(Emergency Services)
F-2	<p>Work with FEMA and NYS Department of Environmental Conservation to ensure that all FIRM maps created prior to 2010 are updated by 2020. New maps should be then disseminated to all households and businesses in the floodplain.</p>	Flood	(Emergency Services)
F-3	<p>Update zoning throughout the county to increase regulation in flood hazard areas. Ensure that these laws coincide with updated FIRM maps and that code enforcement officials are educated on any changes and updates to code.</p>	Flood	(Planning and Development)

F-4	Develop and implement a countywide program to help local municipalities meet the standards of the NFIP Community Rating System.	Flood	(Planning and Development)
F-5	Conduct a comprehensive assessment of critical facilities in the County to assess vulnerability to flood and identify strategies for mitigating impacts and ensuring continuity of service and access.	Flood	(Emergency Services)
F-6	Conduct a sedimentation and erosion study on all waterways and drainage throughout the county. Include information regarding private bridges and structures. This should include project ideas for keeping stream corridors clear of debris and stream banks stable.	Flood	(Soil and Water)
F-7	Design and implement a watershed management plan for the County. Include an implementation plan for routine inspection and improvement of local waterways.	Flood	(Planning and Development)
F-8	Develop and implement a strategy to minimize the drainage impacts of timber harvesting activities	Flood	(Soil and Water, public Facilities, and/or Administration)
F-33	Develop and implement a strategy for replacing undersized bridges and culverts of public roadways and on private property	Flood	(Public Facilities)
F-35	Provide municipal officials and emergency response personnel with periodic training and in the use of flood stage maps and other tools as	Flood	(Emergency Services)



	they relate to evacuations and other emergency response procedures		
F-130	Conduct a comprehensive assessment of critical facilities in the County to assess vulnerability to flood and identify strategies for mitigating impacts and ensuring continuity of service and access.	Flood	Emergency Services
F-146	Review and determine the potential for joining the NFIP Community Rating System (CRS).	Flood	Town Administrations
F-150	Develop standardized flood hazard education and outreach programs in coordination with jurisdiction-level NFIP administrators.	Flood	Emergency Services
HM-1	Update the County comprehensive plan and land use regulations to promote development patterns in which major transportation routes and industrial facilities are located away from population centers, schools, groundwater recharge areas, etc.	Flood	(Planning and Development)
HM-2	Provide annual Hazardous Materials Training to first responders.	Hazardous Materials	(Emergency Services)
I-1	Develop and implement a public outreach program aimed at agriculture and animal culture operations which provides information and guidance on various disease treatments and control options.	Disease	(Public Safety and Health Department)
L&LS-1	Draft and implement a landslide and subsidence mitigation plan for jurisdictions affected by this hazard. This would include a zoning code update to utilize best	Landslide	(Emergency Services and Planning and Development)

	practices/materials for building in hazard areas.		
MH-1	Annually provide fire, severe weather, and counter-terrorism drills to schools throughout the County	Multiple Hazards	(Emergency Services and CCSO)
MH-4	Provide municipal officials with annual training in the Incident Command System and the operations procedures specified in the Chautauqua County Health Preparedness and Emergency Response Plan and Hazardous Materials Emergency Response Plan	Multiple Hazards	(Emergency Services)
MH-5	Periodically verify that the equipment identified in the Chautauqua County Health Preparedness and Emergency Response Plan and Hazardous Materials Emergency Response Plan is available and in good condition	Multiple Hazards	(Emergency Services and Health Department)
MH-6	Survey local animal hospitals and kennels, identifying facilities where pets and farm animals can be housed during an evacuation.	Multiple Hazards	Emergency Services
MH-7	Hold an annual workshop to review contents of the Chautauqua County Public Health Preparedness and Emergency Response Plan and Hazardous Materials Emergency Response Plan with the Disaster Preparedness Commission, Emergency Medical Services Council and Fire Advisory Board each time the plans are updated	Multiple Hazards	Emergency Services and Health Department
MH-11	Provide annual training for emergency responders about explosive substances and	Explosive Devices	(Emergency Services and CCSO)

	appropriate management techniques		
MH-12	Update County evacuation and mass care plans including development of community-specific evacuation routes, identification of shelter locations, and identification of potential sites for temporary housing.	Multiple Hazards	Emergency Services (and Health Department)
MH-13	Perform risk assessment study of all water and wastewater treatment plants within Chautauqua County. Risk assessment will include development of mitigation strategies to reduce risks posed to all treatment plants within hazard zones.	Flooding, utility failure, and water contamination	Emergency Services/Public Works Departments
SC-1	Create Countywide incentive program to help homeowners demolish and remove unsafe structures from their property	Structural Collapses	Administration
SW-1	Develop and implement a Tree Maintenance Plan throughout the county with a focus on utility right-of-ways and including a countywide brush and yard debris pickup service	Severe Weather	Administration
SW-2	Provide municipal personnel with annual defensive driver training, which includes information about how to respond to severe weather conditions; program will be geared towards public transit drivers, snowplow drivers and those who transport hazardous materials however all personnel would be encourage to attend.	Severe Weather	Emergency Services (and Safety)

T-1	Conduct a Terrorism Vulnerability Analysis for all critical facilities in the County and develop force protection plans for each facility.	Terrorism	Emergency Services (and CCSO)
TA-2	Update local hospital disaster plans	Traffic Accidents	Emergency Services
UF-1	Purchase backup power sources for all critical facilities in the County	Utility Failure	-(Public Facilities)
UF-2	Relocate electric utility lines underground throughout the county.	Utility Failure	Emergency Services
W&F-1	Conduct a County-wide Fire Prevention study that identifies the locations of water resources capable of being utilized during a fire (urban or wildland).	Wildfire	Emergency Services

## Chautauqua County Hazard Mitigation Plan Update

County Mitigation Actions Roundtable: January 12, 2023

### Poll Questions

1) Which of the 2016 HMP Goals do you agree with the most?

- ☐ Reduce Vulnerability to Life-Safety Events
- ☐ Reduce Property and Economic Loss
- ☐ Update and Maintain Current Emergency Plans
- ☐ Maintain Readiness for an Effective and Safe Response Disaster
- ☐ Promote an Efficient Response and recovery Process
- ☐ Strive to be the Best Possible
- ☐ Reduce the Impacts of Climate Change on Vulnerability to Hazards
- ☐ None

2) Which of the 2019 New York State Hazard Mitigation Plan Goals do you agree with the most?

- ☐ Federal, State, and Local Cooperation
- ☐ Protect Existing Property
- ☐ Increase Awareness
- ☐ Preserve or Restore Natural Systems
- ☐ Build Stronger
- ☐ None

3) What new goals should the updated HMP Incorporate?

4) Which objective do you agree with the most? Goal 1: Reduce Vulnerability to Life Safety Events

- ☐ Objective 1-1: Increase public awareness by identifying ways to increase public knowledge of threats and preparedness measures.
- ☐ Objective 1-2: Enhance and expand public alerting and notification means
- ☐ None

5) Which objective do you agree with the most? Goal 2: Reduce Property and Economic Loss

- ☐ Objective 2-1: Increase public awareness.
- ☐ Objective 2-2: Enhance and expand public alerting and notification means.
- ☐ Objective 2-3: Identify appropriate insurance for vulnerabilities.
- ☐ Objective 2-4: Identify protective measures.
- ☐ None

6) Which objective do you agree with the most? Goal 3: Update and Maintain Current Emergency Plans

- Objective 3-1: Plan Review for accuracy.
- Objective 3-2: Maintain resource databases and contacts.
- Objective 3-3: Acknowledge and practice cycles that satisfy regulatory requirements.
- None

7) Which objective do you agree with the most? Goal 4: Maintain Readiness for an Effective and Safe Response to Disaster

- Objective 4-1: Provide state-of-the-art training programs and equipment for public safety providers.
- Objective 4-2: Identify voids in the public safety infrastructure.
- Objective 4-3: Coordinate resources for effective and efficient response.
- Objective 4-4: Review and improve, if necessary, emergency traffic routes; communicate such routes to the public and communities.
- None

8) Which objective do you agree with the most? Goal 5: Promote an Efficient Response and Recovery Process

- Objective 5-1: Identify and deploy assistive resources.
- Objective 5-2: Ensure accurate and timely communication with the public.
- Objective 5-3: Promote "neighbor helping neighbor" concepts.
- None

9) Which objective do you agree with the most? Goal 6: Strive to be the Best Possible

- Objective 6-1: Seek professional accreditations.
- Objective 6-2: Continue personal and professional development opportunities.
- Objective 6-3: Seek additional community partnerships.
- Objective 6-4: Inform municipal officials of activities and elicit their support.
- Objective 6-5: Seek funding sources to assist program goals and objectives.
- None

10) What should and Objective be for "Goal 1: Reduce Vulnerability to Life Safety Events"?

11) What should and Objective be for "Goal 2: Reduce Property and Economic Loss"?

12) What should and Objective be for "Goal 3: Update and Maintain Current Emergency Plans"?

13) What should and Objective be for "Goal 4: Maintain Readiness for an Effective and Safe Response to Disaster?"

14) What should and Objective be for "Goal 5: Promote an Efficient Response and Recovery Process"?

15) What should and Objective be for "Goal 6: Strive to be the Best Possible"?

16) What should and Objective be for "Goal 7: Reduce the Impacts of Climate Change on Vulnerability to Hazards"?

## **Chautauqua County Hazard Mitigation Plan Update**

### *County Mitigation Actions Roundtable Meeting*

#### Hazard Mitigation Action Worksheet

Do you have a mitigation action that you think should be included in the updated HMP? If so, please complete this worksheet!

1) What is the hazard that needs to be mitigated? (Circle)

**Severe Thunderstorm/Windstorm/Hail; Wildfire; Ice Jam; Flood; Earthquake; Tornado; Extreme Temperatures; Ice Storms; Severe Winter Storm; Landslide**

2) What problems are the hazard causing within the county?

3) How should the county mitigate the hazard and prevent the problems that it is causing?

4) What goal(s) or objective(s) does this mitigation action meet?

5) When should this mitigation action be implemented?

6) What county department or office should lead this effort?

7) How much do you believe this mitigation action will cost the county? Do you know of any potential funding sources?

8) Should this mitigation action be a **Low**, **Medium**, or **High** priority for the county? (Circle)

Please send this worksheet to:



Andrew Stone, Community Planner I, [astone@bartonandloguidice.com](mailto:astone@bartonandloguidice.com), 585.325.7190

## Jurisdiction Meetings

Individual meetings were held with representatives from each participating jurisdiction to review their information from the 2016 plan and to gather new information for the HMP update. The agenda used for each jurisdiction meeting is provided on the following page. A summary of meeting dates and attendees from each jurisdiction is provided in the table below.

Date	Jurisdiction(s)	Location	Attendee(s)
7/13/2022	Dunkirk, Town	Pomfret Town Council	Richard Purol, Supervisor Jayme Breschard, B&L Grace DeSantis, B&L Andrew Stone, B&L
7/13/2022	Pomfret, Town	Pomfret Town Council	Daniel Pacos, Supervisor Jayme Breschard, B&L Grace DeSantis, B&L Andrew Stone, B&L
7/13/2022	Sheridan, Town	Pomfret Town Council	John Walker II, Supervisor Jayme Breschard, B&L Grace DeSantis, B&L Andrew Stone, B&L
7/13/2022	Fredonia, Village	Pomfret Town Council	Travis Gordon, Grant Writer Jayme Breschard, B&L Grace DeSantis, B&L Andrew Stone, B&L
7/18/2022	Sinclairville, Village	Zoom	James Kianos Jr., Mayor Ryan Edson, Street Superintendent Rebecca Reohr, B&L
7/19/2022	Jamestown, City	Zoom	Eddie Sundquist, Mayor Zach Altschuler, Executive Assistant to the Mayor Micaela Cleveland, Secretary to the Mayor Crystal Surdyk, Department of Development Mark Schlemer, Department of Public Works Robert Smith, Code enforcement Officer Grace DeSantis, B&L
7/19/2022	Carrol, Town	Zoom	Russel Payne, Supervisor Michael Walker, Highway Superintendent Alan Gustafson, Code Enforcement Rebecca Reohr, B&L
8/3/2022	Falconer, Village	Zoom	James Jaroszynski, Mayor Paul Andalora, Code Enforcement Cal Caprino, Village Street Supervisor Rebecca Reohr, B&L Andrew Stone, B&L
8/3/2022	Chautauqua, Town	Zoom	Donald Emhardt, Supervisor Daniel Thorsell, Highway Superintendent Jefferey Paddock, Code Enforcement

Date	Jurisdiction(s)	Location	Attendee(s)
			Grace DeSantis, B&L Rebecca Reohr, B&L
8/4/2022	Gerry, Town	Zoom	Richard Heath, Supervisor Brian Anderson, Highway Superintendent Rebecca Reohr, B&L Andrew Stone, B&L
8/5/2022	Portland, Town	Zoom	Kelly Snow, Supervisor Wendy Spinuzza, Code Enforcement Kenneth Becker, Highway Superintendent Rebecca Reohr, B&L
8/8/2022	Mayville, Village	Zoom	Kenneth Shearer Jr. John Buxton, Highway Superintendent Jefferey Paddock, Code Enforcement Grace DeSantis, B&L
8/11/2022	Lakewood, Village	Zoom	Randall Holcomb, Mayor Jeffrey Swanson, Code Enforcement Thomas Pilling, Street Superintendent Andrew Stone, B&L
8/11/2022	Cherry Creek, Town	Zoom	William Young, Supervisor Kenneth Chase, Highway Superintendent Jayson Kowicki, Code Enforcement Andrew Stone, B&L
8/15/2022	Clymer, Town	Zoom	Travis Heiser, Supervisor Brian Willink, Deputy Supervisor Scott Trisket, Highway Superintendent Jeffrey messenger, Code Enforcement Andrew Stone, B&L
8/15/2022	Sherman, Village	Zoom	Colleen Meeder, Mayor Greg Gormley, Code Enforcement William Crane, Street Superintendent Grace DeSantis, B&L
8/17/2022	Dunkirk, City	Zoom	Willie Rosas, Mayor Randy Woodbury, Public Works Director Michael Przybycien, Deputy Director of Public Works Vince DeJoy, Director of Planning and Development Grace DeSantis, B&L
8/23/2022	Silver Creek, Village	Zoom	Jeffrey Hornhurg, Mayor Dan Hogg, Code Enforcement Robert Bankoski, Street Superintendent Grace DeSantis, B&L
8/24/2022	Charlotte, Town	Zoom	Allen Chase, Supervisor Mark Lebaron, Highway Superintendent Alan Gustafson, Code Enforcement Rebecca Reohr, B&L
8/25/2022	Arkwright, Town	Zoom	Brian McAvoy, Supervisor Lisa Waldron, Highway Superintendent Edward Pagano Jr, Code Enforcement Rebecca Reohr, B&L

Date	Jurisdiction(s)	Location	Attendee(s)
8/25/2022	Harmony, Town	Zoom	John Brown, Supervisor Dave Wilfong, Code Enforcement Andrew Stone, B&L
8/26/2022	Westfield, Village	Zoom	Michael VandeVelde, Mayor Edward Lebarron Jr., Village Street Superintendent Andrew Stone, B&L
8/30/2022	Busti, Town	Zoom	Jesse Robbins, Supervisor Gregory Johnson, Highway Superintendent Jeffrey Swanson, Code Enforcement Andrew Stone, B&L
8/30/2022	Mina / Findley Lake, Town	Zoom	Rebecca Brumagin, Supervisor William Himelein, Highway Superintendent Melanie Eddy, Code Enforcement Rebecca Reohr, B&L
8/30/2022	Panama, Village	Zoom	William Schneider, Mayor Melanie Eddy, Code Enforcement Andrew Stone, B&L
9/1/2022	Ellicott, Town	Zoom	Janet Bowman, Supervisor Robert Pickett Jr., Highway Superintendent David Rowe, Code Enforcement Andrew Stone, B&L
9/2/2022	Villanova, Town	Zoom	Andrew Stone, B&L Yvonne Park, Supervisor Douglas Rumsey, Highway Superintendent Richard Vasile, Code Enforcement Andrew Stone, B&L
9/5/2022	Stockton, Town	Zoom	David Wilson, Supervisor Aaron Burnett, Highway Superintendent Gregory Osman, Code Enforcement Andrew Stone, B&L
9/6/2022	North Harmony, Town	Zoom	Robert Yates, Supervisor Benjamin Karlson, Highway Superintendent Bradley Lawson, Code Enforcement Andrew Stone, B&L
9/6/2022	Bemus Point, Village	Zoom	Bryan Dahlberg, Mayor Robert Samuelson, Code Enforcement Scott Knipe, Street Superintendent Jayme Breschard, B&L
9/12/2022	French Creek, Town	Zoom	David White, Supervisor Stephen Linton, Highway Superintendent Jeffrey messenger, Code Enforcement Andrew Stone, B&L
9/13/2022	Sherman, Town	Zoom	Mark Persons, Supervisor Doug Crane, Highway Superintendent Gregory Osman, Code Enforcement Andrew Stone, B&L
9/14/2022	Poland, Town	Zoom	Kelly Snow, Supervisor Larry Mee, Highway Superintendent Eric Yager, Code Enforcement

Date	Jurisdiction(s)	Location	Attendee(s)
			Andrew Stone, B&L
9/22/2022	Cassadaga, Village	Zoom	William Dorman, Mayor Sam Alaimo, Highway Superintendent Wendy Spinuzza, Code Enforcement Andrew Stone, B&L
9/23/2022	Celoron, Village	Zoom	Scott Schrecengost, Mayor Gregory Osman, Code Enforcement Terry Schrecengost, Street Supervisor Andrew Stone, B&L
9/23/2022	Ripley, Town	Zoom	Douglas Bowen, Supervisor James Spacht, Highway Superintendent Melanie Eddy, Code Enforcement Andrew Stone, B&L
9/24/2022	Ellington, Town	Zoom	Karen Bifaro, Supervisor William Green, Highway Superintendent Melanie Eddy, Code Enforcement Andrew Stone, B&L
9/27/2022	Westfield, Town	Zoom	Martha Bills, Supervisor David Babcock, Highway Superintendent Bonnie Rae Strickland, Code Enforcement Andrew Stone, B&L
9/28/2022	Brocton, Village	Zoom	Arthur Miller, Mayor Kenneth Becker, Street Supervisor Wendy Spinuzza, Code Enforcement Andrew Stone, B&L
9/28/2022	Hanover, Town	Zoom	Todd Johnson, Supervisor Peter Pelletter, Highway Superintendent Daniel Hogg, Code Enforcement Andrew Stone, B&L
9/29/2022	Ellery, Town	Zoom	Larry Anderson, Supervisor Greg Hallberg, Highway Superintendent Robert Samuelson, Code Enforcement Andrew Stone, B&L
10/12/2022	Kiantone, Town	Zoom	Joshua Ostrander, Supervisor Valerie McDonald, Deputy Supervisor Robert Carlson, Highway Superintendent Richard Haller, Building Code Enforcement Officer Andrew Stone, B&L

**Chautauqua County**  
**Hazard Mitigation Plan Update Process**

**Jurisdiction Meeting Agenda**

- **Introductions**
- **Capability Assessment Review**
  - Review for accuracy/fill in blanks
- **Critical Facilities and Emergency Shelters**
  - Review 2016 critical facility list
  - Review emergency shelter details
  - Review emergency evacuation routes
- **New Development – Recent or Planned**
  - Document development within hazard-prone areas
- **Natural Hazard Analysis and Mitigation Action Development**
  - Hazard Analysis
    - Select hazards to be profiled
    - Document recent events and damage estimates
    - Rank selected hazards
  - Previous hazard mitigation accomplishments
    - Status update for actions included in 2016 HMP
    - Document other mitigation projects completed since 2016
- **New Mitigation Actions**
  - Develop at least one mitigation action per hazard that is profiled
    - Cost/Benefit analysis for each action
- **Next Steps**
  - B&L to follow up on additional information as needed

- B&L to draft Jurisdictional Annex for review (Spring 2023)
- County to submit draft plan to NYS DHSES Spring 2023
- Each jurisdiction to adopt FEMA-approved plan by board resolution