



GOVERNMENTAL OPERATIONS & INSURANCE COMMITTEE

Wednesday, November 29, 2023, Time: 1:00 PM
Committee Room, 2nd floor, 74 Ontario Street,
Canandaigua, NY 14424

Committee Members

Richard Russell, Chair
David Baker
Lou Guard
Tamara Hicks
James Kennedy
Daryl Marshall
Fred Wille

1. Call To Order:

The Governmental Operations & Insurance Committee was called to order at 01:02 PM on November 29, 2023.

Members Present: Supervisor(s) Richard Russell, Daryl Marshall, Frederick Wille, James Kennedy(1:07 PM), Tamara Hicks(1:22 PM).

Necessarily Absent: Supervisor(s) David Baker, Louis Guard.

Others present in addition to committee members:

- Todd Campbell, BOS Chair
- Chris DeBolt, County Administrator
- Alissa Bub, Deputy County Administrator
- Holly Adams, County Attorney
- Nathan Thomas, Assistant County Attorney
- Joe Nacca, Assistant County Attorney
- Dee Leeson, Real Property Director
- Michael Wojcik, Sr. Fiscal Manager
- Kristin Voss, BOS Clerk
- Jean Chrisman, County Clerk Elect
- Bill Namestnik, Hopewell Town Supervisor
- Peter Ingalsbe, Farmington Town Supervisor
- Pam Keefe, Acting County Clerk
- Tracy Shaw, Assistant Deputy County Clerk
- Mary Gates, Finance Director
- Michele Smith, Human Resources Director
- Jackie Shaffer, NYMIR Representative
- John Cowley, Supervisor Elect
- Nancy Yacci, Supervisor Elect

2. Approval Of Minutes:

Supervisor Frederick Wille motioned to approve the minutes of the November 8, 2023 Governmental Operations & Insurance Committee meeting. The motion was seconded by Supervisor Daryl Marshall. The motion passed.

Yes: Supervisor(s): Richard Russell, James Kennedy, Daryl Marshall, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

3. Board Of Supervisors:

Kristin Voss, presented a budget transfer for 2023 Budget from Contingency to the Board of Supervisors.

Supervisor Frederick Wille motioned to approve the budget transfer as presented. The motion was seconded by Supervisor James Kennedy. The motion passed.

Yes: Supervisor(s): Richard Russell, James Kennedy, Daryl Marshall, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Kristin Voss, presented a resolution entitled, "Setting of the Organizational Meeting for 2024".

Supervisor James Kennedy motioned to approve the resolution as presented. The motion was seconded by Supervisor Daryl Marshall. The motion passed.

Yes: Supervisor(s): Richard Russell, James Kennedy, Daryl Marshall, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Kristin Voss, presented the draft 2024 Rules and Order of Business for the Board of Supervisors. Discussion ensued on the suggested changes that have been brought up throughout the year. More changes have been suggested and will be brought back to committee to review one more time before adoption at the organizational meeting.

4. County Attorney:

Holly Adams, presented a resolution entitled, "Fixing Date and Notice for the Public Hearing on Local Law No. 10 (Intro.) of 2023".

Supervisor James Kennedy motioned to approve the resolution as presented. The motion was seconded by Supervisor Tamara Hicks. The motion passed.

Yes: Supervisor(s): Richard Russell, Tamara Hicks, James Kennedy, Daryl Marshall, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

5. County Clerk/DMV:

Pamela Keefe, presented a resolution entitled, "Apportionment of Mortgage Tax".

Supervisor Tamara Hicks motioned to approve the resolution as presented. The motion was seconded by Supervisor James Kennedy. The motion passed.

Yes: Supervisor(s): Richard Russell, Tamara Hicks, James Kennedy, Daryl Marshall, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Pamela Keefe, presented a budget transfer for the 2023 budget from Contingency to the County Clerk.

Supervisor Frederick Wille motioned to approve the budget transfer as presented. The motion was seconded by Supervisor James Kennedy. The motion passed.

Yes: Supervisor(s): Richard Russell, Tamara Hicks, James Kennedy, Daryl Marshall, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

6. Human Resources:

Michele Smith, presented a resolution entitled, "Adoption of the Ontario County Regulatory Compliance Policies".

Supervisor James Kennedy motioned to approve the resolution as presented. The motion was seconded by Supervisor Tamara Hicks. The motion passed.

Yes: Supervisor(s): Richard Russell, Tamara Hicks, James Kennedy, Daryl Marshall, Frederick Wille.
No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith presented the 2023 fourth quarter regularly compliance report to committee.

8. Real Property Tax Service:

Dennine Leeson, presented a resolution entitled, "Levying 2024 County Taxes per Apportionment of the 2024 Ontario County Budget Tax Levy".

Supervisor James Kennedy motioned to approve the resolution as presented. The motion was seconded by Supervisor Daryl Marshall. The motion passed.

Yes: Supervisor(s): Richard Russell, Tamara Hicks, James Kennedy, Daryl Marshall, Frederick Wille.
No: Supervisor(s): None. Abstain: Supervisor(s): None.

Dennine Leeson, presented a resolution entitled, "Schedule of Equalization and Ratio of Percentages for 2024 County Taxes".

Supervisor Tamara Hicks motioned to approve the resolution as presented. The motion was seconded by Supervisor Daryl Marshall. The motion passed.

Yes: Supervisor(s): Richard Russell, Tamara Hicks, James Kennedy, Daryl Marshall, Frederick Wille.
No: Supervisor(s): None. Abstain: Supervisor(s): None.

Dennine Leeson, presented the following resolutions entitled:

- Fixing date and Notice for the Public Hearing on Local Law No. 11 (Intro.) of 2023
- Fixing date and Notice for the Public Hearing on Local Law No. 12 (Intro.) of 2023
- Fixing date and Notice for the Public Hearing on Local Law No. 13 (Intro.) of 2023

Supervisor James Kennedy motioned to approve these resolutions, as presented, as a block. The motion was seconded by Supervisor Frederick Wille. The motion passed.

Yes: Supervisor(s): Richard Russell, Tamara Hicks, James Kennedy, Daryl Marshall, Frederick Wille.
No: Supervisor(s): None. Abstain: Supervisor(s): None.

7. Insurance:

Jackie Shaffer, presented the following three insurance policy renewals for approval:

- Tank Pollution Policy Renewal
- Cyber Insurance Policy Renewal
- NYMIR Insurance Policy Renewal

Supervisor Tamara Hicks motioned to approve these renewals, as presented, as a block. The motion was seconded by Supervisor Frederick Wille. The motion passed.

Yes: Supervisor(s): Richard Russell, Tamara Hicks, James Kennedy, Daryl Marshall, Frederick Wille.

No: Supervisor(s): None. Abstain: Supervisor(s): None.

9. Questions On Informational Reports:

No questions were asked on the MVA report from October 28, 2023 - November 17, 2023.

10. County Administrator:

Chris DeBolt reminded the committee that the second round of ARPA grant applications are due by December 1st.

Christopher DeBolt, presented a resolution entitled, "Authorizing Agreement for Dog Control and Related Services with the Humane Society".

Supervisor James Kennedy motioned to approve the resolution as presented. The motion was seconded by Supervisor Tamara Hicks. The motion passed.

Yes: Supervisor(s): Richard Russell, Tamara Hicks, James Kennedy, Daryl Marshall, Frederick Wille.

No: Supervisor(s): None. Abstain: Supervisor(s): None.

11. Executive Session:

Supervisor Daryl Marshall motioned to enter Executive Session at 2:55 PM for discussion regarding the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation and discussions regarding proposed, pending or current litigation. Supervisor Tamara Hicks seconded the motion. The motion passed.

Supervisor James Kennedy motioned the exit Executive Session at 3:04 PM. Supervisor Tamara Hicks seconded the motion. The motion passed.

Confirm next meeting date and time: *December 12, 2023*

Adjournment:

Approved Minutes

On motion of Supervisor Daryl Marshall, seconded by Supervisor James Kennedy, the Governmental Operations & Insurance Committee meeting was adjourned at 03:06 PM.