



GOVERNMENTAL OPERATIONS & INSURANCE COMMITTEE

Wednesday, July 24, 2024, Time: 12:00 PM
74 Ontario Street, Committee Room 213
Canandaigua, NY 14424

Committee Members

Peter Ingalsbe, Chair
David Baker
John Cowley
James Kennedy
Daryl Marshall
Andrew Wickham
Fred Wille

1. Call To Order:

The Governmental Operations & Insurance Committee meeting was called to order at 12:00 PM on July 24, 2024.

Members Present: Supervisor(s) Peter Ingalsbe, David Baker, John Cowley, James Kennedy, Daryl Marshall, Andrew Wickham, Frederick Wille.

Others present in addition to committee members:

- Chris DeBolt, County Administrator
- Alissa Bub, Deputy County Administrator
- Holly Adams, County Attorney
- Nathan Thomas, Assistant County Attorney
- Joe Nacca, Assistant County Attorney
- Lea Nacca, Assistant County Attorney
- Rosemary Switzer, RAIMS Director
- Kate Ott, Public Health Director
- Michael Flatt, Safety Coordinator
- Emma Brace, BOS Intern
- Kristin Voss, BOS Clerk
- Dave Younis, The Partnership for Ontario County Board Member
- Hallie Stevens, Ontario County resident
- Nancy Yacci, City of Canandaigua Supervisor, via WebEx
- Mary Gates, Finance Director
- Dennine Leeson, Real Property Director
- Jean Chrisman, County Clerk
- Tracy Shaw, Assistant Deputy County Clerk
- Kathleen Meyers, Sr. Fiscal Manager
- Barbra Sweet, Sr. Fiscal Manager
- Dave Shaw, Reporter
- Gwen Van Laeken, Executive Director of The Partnership for Ontario County
- Joshua Maxwell, The Partnership for Ontario County Board Chair

2. Approval Of Minutes:

Supervisor James Kennedy motioned to approve the July 3, 2024 draft minutes of the Governmental Operations & Insurance Committee meeting. The motion was seconded by Supervisor John Cowley. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, David Baker, John Cowley, James Kennedy, Daryl Marshall, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

3. The Partnership For Ontario County:

The Executive Director of The Partnership for Ontario County, Gwen Van Laeken, gave a presentation to the committee on all the programs that the Partnership offers. She also reviewed their funding needs

and how funding at the following levels of \$150,000, \$200,000, and \$250,000 will impact the Partnership.

Discussion ensued after her presentation on the funding level that the committee would be comfortable putting in the County Administration budget. County Administration was then directly to start budget preparation with \$250,000 in the budget for the Partnership. They were also asked if any Counties have agencies such as the Partnership and how they fund them.

4. Board Of Supervisors:

Kristin Voss, presented the 2025 AA1920 Municipal Association Dues Budget. This year NYSAC is requesting additional funds for their 100th anniversary celebration. The committee decided that they would not contribute to this.

Supervisor David Baker motioned to approve the budget as presented without the additional \$5,000 for NYSAC'S 100th year celebration. The motion was seconded by Supervisor Andrew Wickham. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, David Baker, John Cowley, James Kennedy, Daryl Marshall, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Kristin Voss, presented the 2025 AA1010 Board of Supervisors Budget.

Supervisor David Baker motioned to approve budget as presented. The motion was seconded by Supervisor Andrew Wickham. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, David Baker, John Cowley, James Kennedy, Daryl Marshall, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

5. County Clerk/DMV:

County Clerk, Jean Chrisman, provided three different options and startup costs to expand DMV services. The option that might be the best to expand services would provide for staff to be at a few different locations around the County one day a month in each of those locations. If they went with this option, they would have to reevaluate the service after a year. Then Ms. Chrisman and Ms. Shaw talked about the change in online transaction revenue. The State is now providing the County with 50% of online transaction fees vs. the small percentage that we used to get. After, a lengthy discussion, the committee decided that they would prefer to do a marketing campaign to push online transactions. This would also help capture revenue from our residents that go to neighboring County DMV's. Additionally, in 2026 the State is launching the FAST program that will continue to push residents to do their transactions online. They will be adding many more transactions for residents to do online that they have to come to the DMV for currently. They also, talked about the idea of sending a DMV representative once a month to a Town Hall or library to help residents complete their transactions online and answer any questions residents might have.

6. Real Property Tax Service:

Dennine Leeson, presented the 2025 Real Property Tax Services Budget.

Supervisor David Baker motioned to Approve the Approval as presented. The motion was seconded by Supervisor Andrew Wickham. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, David Baker, John Cowley, James Kennedy, Daryl Marshall, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

7. RAIMS:

Rosemary Switzer, presented the 2025 AA1460 and AA 1460 CIP Budgets for RAIMS.

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

Yes: Supervisor(s): Peter Ingalsbe, David Baker, John Cowley, James Kennedy, Daryl Marshall, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

8. Informational Reports:

Safety Coordinator, Mike Flatt, reported that we had 13 injuries in the month of June. Five of those injuries were OSHA recordable. Currently, recordable injuries are still trending lower than last year. PESH (Public Employee Safety and Health Bureau) have been actively going to Town and Village halls making sure that municipalities are up-to-date on policies and procedures. He is available to do training and help with policies if municipalities need it. He will be holding his annual safety training session in October.

9. County Administrator:

Deputy County Administrator, Alissa Bub, reviewed the status of the ARPA grant projects. She will continue to review the status of these projects quarterly with committee.

Christopher DeBolt, presented a resolution entitled, "Accepting Dog Control Cost Allocation Methodology".

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

Yes: Supervisor(s): Peter Ingalsbe, David Baker, John Cowley, James Kennedy, Daryl Marshall, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

10. Unfinished Business:

There was no unfinished business.

11. Executive Session:

Supervisor James Kennedy motioned to enter executive session at 2:17 PM for POL§105 1) (d) - Discussions regarding proposed, pending or current litigation and POL§105 1) (f) - Discussions on the

Approved Minutes

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. Supervisor Daryl Marshall seconded the motion. The motion passed.

Supervisor David Baker motioned to exit executive session at 2:40 PM. Supervisor John Cowley seconded the motion. The motion passed.

12. Next Meeting Date And Time:

August 14, 2024 with an early start at 12:30 PM.

13. Adjournment:

On a motion of Supervisor John Cowley, seconded by Supervisor James Kennedy, the Governmental Operations & Insurance Committee meeting was adjourned at 02:41 PM.

Respectfully Submitted, Kristin A. Voss, Clerk