



GOVERNMENTAL OPERATIONS & INSURANCE COMMITTEE

Wednesday, October 16, 2024, Time: 1:00 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 01:00 PM on October 16, 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:

- 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
- Lea Nacca, Assistant County Attorney
- Mike Flatt, Safety Coordinator
- Bill Martin, Humane Society Director
- Hannah Luciano, Humane Society Board of Directors Member
- Jackie Shaffer, NYMIR Representative
- Sean Barry, IT Director, via WebEx
- Nancy Yacci, City of Canandaigua Sup via WebEx
- Jack Marren, Town of Victor Superviso WebEx
- Michael Northrup, Republican Election Commissioner
- Albert Magnan, Democratic Election Commissioner
- Mary Gates, Finance Director
- Michele Smith, HR Director
- Jean Chrisman, County Clerk
- Dennine Leeson, Real Property Directo
- Kristin Voss, BOS Clerk

2. Approval Of Minutes:

Supervisor Andrew Wickham motioned to approve the draft minutes of the September 25, 2024 Governmental Operations & Insurance Committee meeting. The motion was seconded by Supervisor David Baker. 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. Board Of Elections:

Michael Northrup and Albert Magnan, presented the following three resolutions entitled:

- Authorization to Accept Contract BOE01-11100000-C004971 - Ballot By Mail Grant Program
- Authorization to Accept Contract BOE01-11100000-C005053 - Electronic Pollbooks Grant Program

- Authorization to Accept Grant BOE01-1110000-C005095 - 2024 General Election Grant Program

Supervisor David Baker motioned to approve these three resolutions, as presented as a block. The motion was seconded by Supervisor James Kennedy. 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.

4. Humane Society:

Bill Martin, Ontario County Humane Society Director, reviewed what services they perform per NYS law and offer residents. These include dog control and catching, animal cruelty investigations, adoption, and cremation.

5. Board Of Supervisors:

Kristin Voss, presented a Resolution entitled, "Appointment of Adeline C. Rudolph as the Republican Commissioner of Elections".

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

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

6. County Attorney:

There were no questions from the committee on the MVA report.

7. County Clerk/DMV:

County Clerk, Jean Chrisman, highlighted a few of their third quarter accomplishments. They received six responses from the RFP they sent out for new software in the Clerk's Office and are currently reviewing them. They have completed reviewing the 2019-2022 apportionments and have sent them out to the other counties and OC Real Property Tax Services for assessment values.

8. Human Resources:

Michele Smith, presented a resolution entitled, "Establishing the 2025 Premium Rates for Ontario County Self-Insured Medical and Dental Coverage for its Eligible Employees".

Supervisor David Baker motioned to approve the resolution as presented. 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.

Michele Smith, presented a resolution entitled, "Resolution Authorizing a Contract with IMEC, LLC

for Independent Medical Exams".

Supervisor David Baker 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.

9. Information Technology:

Sean Barry, presented a resolution entitled, "Approval of Contract with LaBella Associates, PC. for GIS Professional Services".

Supervisor James Kennedy motioned to approve the resolution as presented. 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.

10. Real Property Tax Service:

Dennine Leeson, presented a resolution entitled, "Authority to Notify Cities of Canandaigua and Geneva of 2025 County Tax Levy".

Supervisor David Baker motioned to approve the resolution as presented. The motion was seconded by Supervisor James Kennedy. 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.

Dennine Leeson, presented a resolution entitled, "Officials Designated to Approve NYSRPTL Correction of Errors".

Ms. Leeson asked the committee if they would like to change the refund amount that the Treasurer is authorized to approve for the correction of errors from \$1,500 to \$2,500. The committee agreed that this would be a good idea.

Supervisor David Baker motioned to amend the resolution entitled, "Officials Designated to Approve NYSRPTL Correction of Errors". The first WHEREAS was amended to read "WHEREAS, Chapter 515, Laws of 1997, Sections 554 and 556, New York State Real Property Tax law, have been amended to permit a tax levying body to authorize designated officials to approve correcting the tax roll and tax bill, and to authorize the payment of refunds less than \$2,500 (two thousand five hundred dollars) for correction of errors appearing on assessment and tax rolls; and" The motion was seconded by Supervisor James Kennedy. The amendment 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.

Supervisor David Baker motioned to approve the amended resolution as presented. The motion was seconded by Supervisor James Kennedy. The motion passed.

Approved Minutes

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.

Dennine Leeson, presented the following three resolutions entitled:

- 2025 Tax Levy Flint Creek Small Watershed Protection District
- Overages and Shortages for Levy Against Certain Town in 2025
- Erroneous and Refunded Taxes to be Charged to Certain Towns and Special Districts

Supervisor Andrew Wickham motioned to approve these three resolutions, 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.

Dennine Leeson, presented a resolution entitled, "Removal of Health Hazard - Town of Phelps".

Supervisor David Baker motioned to approve the resolution as presented. 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.

Dennine Leeson, presented appointment recommendations for the 2024 Wholly Exempt Oversight Committee. The members being recommended are Dennine Leeson, Alissa Bub, and Holly Adams.

Supervisor David Baker motioned to approve the appointments as presented. 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.

Dennine Leeson, asked the committee for their approval on outsourcing tax bill printing services.

Supervisor Andrew Wickham motioned to approve the outsourcing of tax bill printing. 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.

The committee asked Dee to talk to the tax collectors and to bring a resolution back next cycle to provide for the increase in cost if towns elect to utilize services beyond the printing and folding of tax bills. The towns will have the option to have the tax bills stuffing in envelopes and mail if they would prefer.

11. Informational Reports:

Safety Coordinator, Mike Flatt, reported that the county is trending lower than last year with recordable OSHA injuries. PESH is still active in the county, and he sent more information to the municipalities. He has his annual training next week with over 240 people attending.

12. Unfinished Business:

There was no unfinished business to be brought before the committee.

13. Executive Session:

Supervisor David Baker motioned to enter executive session at 2:12 PM for POL§105 1) (d) - Discussions regarding proposed, pending or current litigation. Supervisor John Cowley seconded the motion. The motion passed.

Supervisor James Kennedy motioned to exit executive session at 2:36 PM. Supervisor John Cowley seconded the motion. The motion passed.

14. Next Meeting Date And Time:

November 6, 2024 at 1:00 PM.

15. Adjournment:

On a motion of Supervisor John Cowley, seconded by Supervisor Andrew Wickham, the Governmental Operations & Insurance Committee meeting was adjourned at 02:37 PM.

Respectfully Submitted, Kristin A. Voss, Clerk