



GOVERNMENTAL OPERATIONS & INSURANCE COMMITTEE

Wednesday, January 15, 2025, Time: 12:30 PM
74 Ontario Street, Committee Room 213
Canandaigua, NY 14424

Committee Members

Peter Ingalsbe, Chair
David Baker
Lou Guard
James Kennedy
William Namestnik
Andrew Wickham
Fred Wille

1. Call To Order:

The Governmental Operations & Insurance Committee meeting was called to order at 12:30 PM on January 15, 2025.

Members Present: Supervisor(s) Peter Ingalsbe, David Baker, James Kennedy, William Namestnik, Andrew Wickham, Frederick Wille. Necessarily Absent: Supervisor(s) Louis Guard.

Others present in addition to committee members:

- Chris DeBolt, County Administrator
- Holly Adams, County Attorney
- Joe Nacca, Assistant County Attorney
- Nathan Thomas, Assistant County Attorney
- Lisa Record, Deputy County Clerk
- Tracy Shaw, Assistant Deputy County Clerk
- Mike Flatt, Safety Coordinator
- Jackie Shaffer, NYMIR Representative
- Nancy Yacci, City of Canandaigua Supervisor
- Daryl Marshall, Town of Richmond Supervisor
- Mary Gates, Finance Director
- Sean Barry, CIO
- Rosemary Switzer, Archivist
- John Rizzo, Sr. Fiscal Manager
- Albert Magnan, Democratic Elections Commissioner

Chairman Ingalsbe appointed Supervisor Frederick Wille to be the Vice-Chair of the the Governmental Operations & Insurance Committee for 2025.

2. Approval Of Minutes:

Supervisor James Kennedy motioned to approve the minutes of the December 11, 2024 Governmental Operations & Insurance Committee meeting. The motion was seconded by Supervisor Andrew Wickham. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, David Baker, James Kennedy, William Namestnik, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

3. Finance:

Mary Gates, Director of Finance, gave a brief overview of her department and the staff.

4. Board Of Supervisors:

Kristin Voss, presented a resolution entitled, "One-Year Appointments".

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, James Kennedy, William Namestnik, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

5. Board Of Elections:

Albert Magnan, presented a resolution entitled, "Authorization to Contract with Various School Districts for Use of Voting Machines".

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

Yes: Supervisor(s): Peter Ingalsbe, David Baker, James Kennedy, William Namestnik, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Albert Magnan, presented a resolution entitled, "Authorization to Contract with Dominion Voting Systems to Upgrade Election Management Hardware and Software".

Supervisor Andrew Wickham 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, James Kennedy, William Namestnik, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Mr. Magnan let the committee know that Commissioner Rudolph is in Albany at the Election Commissioner Winter Conference. He then gave a quick overview of the Board of Elections department and staff.

6. County Attorney:

Holly Adams, presented a Resolution entitled, "Resolution for the Fixing Date and Notice of a Public Hearing for Local Law No. 2 (Intro.) of 2025".

Supervisor David Baker motioned to approve the resolution as presented. The motion was seconded by Supervisor William Namestnik. The motion passed.

Yes: Supervisor(s): Peter Ingalsbe, David Baker, James Kennedy, William Namestnik, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

A brief discuss ensued with clarification on this new local law. All the prior local laws regarding the County Administrator positions were jumbled with just "remove sections and/or lines and phrases" from the local law and not providing a complete full final form of the position. This will clean everything up and allow for the County Administrator to appoint Deputy County Administrators.

Holly Adams provided committee with an overview of the County Attorney's office and her staff.

7. County Clerk/DMV:

Ms. Chrisman let the committee know that they are 938 documents behind in processing judgements. With help from the County Attorney office they are now able to reject judgements that are filed with us that don't have any ties to the county. They are also working on the back log of mortgage apportionments. The 2022 apportionments should be completed in February.

8. Information Technology:

Sean Barry, Chief Information Officer, gave the committee a brief overview of the Information Technology department.

9. RAIMS:

Rosemary Switzer provided a description of the Records, Archives, and Information Management departments responsibilities.

10. Informational Reports:

Safety Coordinator, Mike Flatt, provided a quick overview of what he does as the safety coordinator. He also let the committee know that we finished 2024 with fewer OSHA recordable injuries than 2023.

11. County Administrator:

Mr. DeBolt gave a brief overview of the County Administrator's office staff, roles and responsibilities that are set by Local Law.

Mr. DeBolt let the committee know that Short Term Rental Senate Bill S8805 print C was signed by the Governor's two days before Christmas. This Bill requires all short term rental to register with the State and get a certificate or permit to operate. The State did not want to take on the cost of this, so it was agreed that the Governor would sign the Bill knowing that there will be an amendment to it pushing the registry creation and maintenance to the Counties. The Counties will have the option to hold the registry or opt out and push it to the local municipalities. We will need to figure out which way we want to go after the chapter amendment is adopted. To try to figure out the best way for Ontario to proceed, he would like to know what municipalities already have registries or legislation regarding short term rentals. Once, he receives information back from municipalities he will bring more information and suggestion back to committee.

12. Unfinished Business:

There was no unfinished business.

13. Executive Session:

Supervisor James Kennedy motioned to enter executive session at 1:47 PM for POL§105 1) (d) - Discussions regarding proposed, pending or current litigation. Supervisor Andrew Wickham seconded the motion. The motion passed.

Supervisor David Baker motioned to exit executive session at 2:17 PM. Supervisor James Kennedy seconded the motion. The motion passed.

14. County Attorney:

Holly Adams, requested approval of an employee dishonesty bond for \$500,000 pre employee. The bond has an annual premium of \$1,398.

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

Approved Minutes

Yes: Supervisor(s): Peter Ingalsbe, David Baker, James Kennedy, William Namestnik, Andrew Wickham, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

15. Next Meeting Date And Time:

Wednesday, February 5, 2025 at 12:30 pm.

16. Adjournment:

On a motion of Supervisor Andrew Wickham, seconded by Supervisor James Kennedy, the Governmental Operations & Insurance Committee meeting was adjourned at 02:20 PM.

Respectfully Submitted, Kristin A. Voss, Clerk