



GOVERNMENTAL OPERATIONS & INSURANCE COMMITTEE

Wednesday, March 19, 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 March 19, 2025.

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

Others present in addition to committee members:

- Jared Simpson, BOS Chairman
- Chris DeBolt, County Administrator
- Alissa Bub, Deputy County Administrator
- Holly Adams, County Attorney
- Joseph Nacca, Assistant County Attorney
- Nathan Thomas, Assistant County Attorney
- Lea Nacca, Assistant County Attorney
- Adeline Rudolph, Republican Election Commissioner
- Albert Magnan, Democratic Election Commissioner
- Jean Chrisman, County Clerk
- Lisa Record, Deputy County Clerk
- Mary Gates, Finance Director
- Michele Smith, HR Director
- Carla Jordan, Sustainability and Solid Waste Director
- Mike Flatt, Safety Coordinator
- John Rizzo, Sr. Fiscal Manager
- Jackie Shaffer, NYMIR Representative
- Kristin Voss, BOS Clerk
- Stacy Schmitt, Buyer, via WebEx

2. Approval Of Minutes:

Supervisor Frederick Wille motioned to approve the minutes of the February 26, 2025 Governmental Operations & Insurance Committee meeting. The motion was seconded by Supervisor Andrew Wickham. The motion passed.

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

3. Board Of Elections:

Adeline Rudolph and Albert Magnan, presented the following two resolutions entitled:

- Authorization to Contract with Victor Central School District for use of Voting Machines
- Authorization to Contract with NTS Data Services for Register Voter Notice Card Preparation

and Mailing

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

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

Albert Magnan presented a resolution entitled, "Acceptance of Donation from Livingston County Board of Elections".

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

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

4. Board Of Supervisors:

Michele Smith, presented a resolution entitled, "Resolution Appointing the Members of a Search Committee for the Commissioner of Public Works position".

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

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

5. County Attorney:

Holly Adams, presented a resolution entitled, "Home Rule Request for Legislation - Sales Tax Renewal".

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

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

Lea Nacca reviewed the suggested changes that they will be making to the insurance requirements for contractors. The committee agreed with all the changes as presented. They also agreed with the recommendation to have the County purchase builder's risk insurance on large projects instead of having the contractor provide it.

6. County Clerk/DMV:

Jean Chrisman provided the following updates:

- They are still interviewing candidates to fill the index clerk position.

Approved Minutes

- April is Donate Life month. Staff will wear Donate Life t-shirts on Fridays.
- The past apportionments have been completed.

Jean Chrisman, presented a resolution entitled, "Authorization to Contract with NYSPSP (New York State Preferred Source Program for New Yorkers who are Blind) for the Scanning of Pistol Permit Files - 2025 Capital Improvement Project".

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

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

7. Informational Reports:

Mike Flatt reported that we had a few more OSHA-recordable injuries last month than last year at this time. These were mostly due to slips, trips, and falls. He will try to send out more awareness information next year when we have prolonged ice events. He will be holding safety training refresher classes in April over 5 days. He has around 116 people signed up right now. A summary of PPE OSHA guidelines was emailed out to highway departments and Supervisors. He has worked with the DEC to also be able to administer classes for water credits.

8. Addendum:

Carla Jordan and Joe Nacca let the committee know that since the addendum was added to talk about defense and indemnification language, Barton & Loguide have agreed to our Public Works consultant's language and are asking for committee approval to update the contract.

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

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

9. Unfinished Business:

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

10. Executive Session:

Supervisor James Kennedy motioned to enter executive session at 1:24 PM for POL§105 1) (d) - Discussions regarding proposed, pending or current litigation. Supervisor Andrew Wickham seconded the motion. The motion passed.

Supervisor Andrew Wickham motioned to exit executive session at 1:52 PM. Supervisor James Kennedy seconded the motion. The motion passed.

11. Next Meeting Date And Time:

Approved Minutes

April 9, 2025 at 12:30 PM

12. Adjournment:

On a motion of Supervisor Andrew Wickham, seconded by Supervisor James Kennedy, the Governmental Operations & Insurance Committee meeting was adjourned at 01:53 PM.

Respectfully Submitted, Kristin A. Voss, Clerk