



GOVERNMENTAL OPERATIONS & INSURANCE COMMITTEE

Wednesday, May 21, 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 May 21, 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:

- Jared Simpson, BOS Chairman
- Alissa Bub, Deputy County Administrator
- Holly Adams, County Attorney
- Joseph Nacca, Assistant County Attorney
- Michele Smith, HR Director
- Sean Barry, CIO
- Dennine Leeson, Real Property Director
- Kate Ott, Public Health Director, via WebEx
- Nancy Yacci, City of Canandaigua Supervisor, via WebEx
- Carla Jordan, Sustainability & Solid Waste Director
- Mike Flatt, Safety Coordinator
- Mary Gates, Finance Director
- John Rizzo, Sr. Fiscal Manager
- Jackie Shaffer, NYMIR Representative
- Kristin Voss, BOS Clerk

2. Approval Of Minutes:

Supervisor James Kennedy motioned to approve the minutes of the April 30, 2025 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. County Clerk/DMV:

Ms. Chrisman provided an update in the committee packet as she is at a conference. Committee Chairman Ingalsbe noted the following items from the update:

- Mortgage tax apportionments through March 2025 have been paid.
- The DMV continues to be busy with everyone trying to obtain Real-Id's or Enhanced Licenses.
- April is Donate Life month. So far this year, our DMV has enrolled 410 individuals into the

Donate Life Registry.

4. Public Health:

Kate Ott presented a resolution entitled, "Approval to Enter into a Data Use Agreement with New York State Department of Health".

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

5. Human Resources:

Michele Smith presented a resolution entitled, "Resolution to Appoint Members to the Ontario County Regulatory Compliance Committee".

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.

Ms. Smith reviewed the 2nd quarter Regulatory Compliance report. The committee is recommending updating a few policies. These updates will be brought to the Board after review by the County Attorney's office. She also noted that the back page of the report has a summary of the complaints and audits.

6. Real Property Tax Service:

Ms. Leeson shared the history of the wholly exempt committee and the distribution of sales tax since 2004. The memo provided in the packet shows how the process works. The wholly exempt committee recently met and went back to 2019 reviewing the wholly exempt properties to ensure that they are still being evaluated correctly as wholly exempt. These wholly exempt properties are properties that are unlikely to return to the tax role, can not be identified on a tax map and can not be physically inspected. Such as sewer and water lines, and roads. Not all municipalities assess them.

7. Informational Reports:

Mike Flatt provided the following safety update:

- We had an increase in OSHA recordables this month.
- We are at the same number of recordables as last year.
- He completed spring safety training in 8 sessions with 154 people attending.
- PESH is still active in the County.
- He is available to go out to municipalities to do any training they need.

8. County Administrator:

Alissa Bub presented a resolution entitled, "Reappointment of Sean Barry, Chief Information Officer".

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

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 12:48 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 1:00 PM. Supervisor Andrew Wickham seconded the motion. The motion passed.

11. Next Meeting Date And Time:

June 11, 2025 at 12:30 PM.

12. Adjournment:

On a motion of Supervisor Frederick Wille, seconded by Supervisor William Namestnik, the Governmental Operations & Insurance Committee meeting was adjourned at 1:00 PM.

Respectfully Submitted, Kristin A. Voss, Clerk