



# GOVERNMENTAL OPERATIONS & INSURANCE COMMITTEE

Wednesday, July 2, 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 July 2, 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
- Nathan Thomas, Assistant County Attorney
- Joseph Nacca, Assistant County Attorney
- Broxton Prater, Assistant County Attorney
- Kristin Voss, BOS Clerk
- Julie Barry, Associate Planner, via WebEx
- Nancy Yacci, City of Canandaigua Supervisor
- Jean Chrisman, County Clerk
- Lisa Record, Deputy Clerk
- Dennine Leeson, Real Property Director
- John Rizzo, Sr. Fiscal Manager
- Mike Flatt, Safety Coordinator
- Jackie Shaffer, NYMIR Representative
- Michele Smith, HR Director, via WebEx
- Lindsey Burgess, Deputy HR Director, via WebEx

### 2. Approval Of Minutes:

Supervisor Frederick Wille motioned to approve the minutes of the June 11, 2025 Governmental Operations & Insurance Committee meeting. 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.

### 3. Board Of Supervisors:

Jared Simpson presented a resolution entitled, "Change in Location of Regular Board Meeting - Finger Lakes Community College, Stage 14 - August 21, 2025".

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.

#### **4. County Clerk/DMV:**

Jean Chrisman provided the following update on the County Clerks Office and DMV:

- They have been tracking revenue in the Clerk's Office since 2023; That information was included in the packet. In June, the revenue that will be paid to the County is \$72,473.76 for a year-to-date total of \$398, 129.86. We are almost at 50% of the revenue we had last year. Transactions in the office are up by 489 from this time last year.
- They adjusted the DMV hours last week, closing at 4pm to cut back on overtime and allow the staff to get out on time.
- Real ID and Enhanced ID numbers were included in the committee packet.
- They are averaging 368 transactions per day at the DMV. 52% of Real and Enhanced ID's transactions are Monroe County residents.
- We had an increase of 575 transactions for the month of May over last year's month of May.
- They are in the process of getting a test for the 3rd Sr. MSVR position that is vacant.
- They are looking at ways to help prioritize our County residents at the DMV.

#### **5. Human Resources:**

Michael Flatt presented a resolution entitled, "Resolution to Create and Appoint Members to Ontario County Employee Safety Committee".

Supervisor William Namestnik motioned to approve the resolution 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.

#### **6. Real Property Tax Service:**

Dennine Leeson presented the following two resolutions entitled:

- Authorizing Intermunicipal Cooperation Agreements with Villages for Provision of Village Tax bill Preparation Services
- Authorizing Intermunicipal Cooperation Agreements with School Districts for the Provision of School Tax Bill Preparation Services

Supervisor Andrew Wickham 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.

Dennine Leeson presented a resolution entitled, "Authorization to Participate in Defense of Real

Property Tax Assessment Challenges Against the 2024 Final Assessment Roll".

Dennine asked the committee to take out the first line of the table in the resolution, which has 5 parcels. This is due to the school district and city not being willing to cost share.

Supervisor Andrew Wickham motioned to approve the resolution as presented with the first line being removed from the table. 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.

**7. Informational Reports:**

Julie Barry let the committee know that they received two responses from the request for expression of interest and the steering committee has reviewed them. They are setting up interviews with both companies next week. Once they have a recommendation, they will come back to the PEQ and GOI committees.

**8. County Administrator:**

Christopher DeBolt presented a resolution entitled, "Authorization for Mussleman Triathlon to use roads within Ontario County".

Supervisor James Kennedy 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.

**9. Unfinished Business:**

There was no unfinished business to come before the committee.

**10. Executive Session:**

Supervisor James Kennedy motioned to enter executive session at 1:03 PM for POL§105 (1) (d) - Discussions regarding proposed, pending or current litigation and POL§105 (1) (h) - Discussions on the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body but only when publicity would substantially affect the value thereof. Supervisor Andrew Wickham seconded the motion. The motion passed.

Supervisor William Namestnik motioned to exit executive session at 1:21 PM. Supervisor James Kennedy seconded the motion. The motion passed.

**11. Next Meeting Date And Time:**

July 23, 2025 at 12:30 PM.

**12. Adjournment:**

On a motion of Supervisor James Kennedy, seconded by Supervisor Andrew Wickham, the Governmental Operations & Insurance Committee meeting was adjourned at 01:26 PM.

Respectfully Submitted, Kristin A. Voss, Clerk