



GOVERNMENTAL OPERATIONS & INSURANCE COMMITTEE

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

Committee Members

Peter Ingalsbe, Chair
David Baker
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 October 15, 2025.

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

Others present in addition to committee members:

- Chris DeBolt, County Administrator
- Nathan Thomas, Assistant County Attorney
- Joe Nacca, Assistant County Attorney
- Broxton Prater, Assistant County Attorney
- Mary Gates, Finance Director
- John Rizzo, Sr. Fiscal Manager
- Lindsey Burgess, Deputy HR Director
- Mike Flatt, Safety Coordinator
- Jackie Shaffer, NYMIR Representative
- Jared Simpson, BOS Chairman
- Nancy Yacci, City of Canandaigua Supervisor
- Jean Chrisman, County Clerk
- Lisa Record, Deputy County Clerk
- Tracy Shaw, Assistant Deputy County Clerk
- Dennine Leeson, Real Property Tax Director
- Tom Harvey, Planning Director
- Lisa Moore, S. Bristol Resident

2. Approval Of Minutes:

Supervisor Frederick Wille motioned to approve the minutes of the September 24, 2025 Governmental Operations & Insurance Committee meeting. The motion was seconded by Supervisor None. 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 Attorney:

Broxton Prater presented a resolution entitled, "Authorization to Contract with the City of Canandaigua to Remove and Dispose of Abandoned Vehicles".

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.

Broxton Prater talked about the vendor, Six Valley, which stores our aquatic weed harvesting equipment and has been storing it for several years now. They would like to deviate from our new insurance requirements. They are not willing to list us as an additional insured and will not provide a waiver of subrogation. To be able to approve the contract with them, she is seeking committee approval to allow them to deviate from the new insurance requirements. We would still be covered under their insurance. We just can't put a claim directly on their policy if something happens. We would put the claim in to the vendor and then the vendor would claim it on their insurance.

Supervisor Andrew Wickham motioned to approve the deviation of insurance requirements for Six Valley 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.

4. County Clerk/DMV:

Jean Chrisman provided the following update:

- They have their first meeting this Friday for the migration to AQS software in the Clerk's Office.
- There will be a time in December when they will need to close the office for a few hours for training.
- The Clerk's Office is 7.5% over the number of transactions they processed last year at this time.
- The DMV will be doing training on the new DRIVES software. They will need to close the DMV for one full day and four half days for training since they have to use DMV computers for the training. They will send out a press release and post the closures on social media and the County website.

Jean Chrisman presented a resolution entitled, "Pistol Permit Scanning Project Authorization of a No-Cost Time Extension with NYS Preferred Source Program for New Yorkers who are Blind".

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.

5. Human Resources:

Lindsey Burgess presented the following two resolutions entitled:

- Resolution Adopting the Amended Ontario County Regulatory Compliance Policy
- Resolution Establishing the 2026 Premium Rates for Ontario County Self-Insured Medical and Dental Coverage for its Eligible Employees

Supervisor James Kennedy motioned to approve these two resolutions, as presented as a block. 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.

6. Real Property Tax Service:

Dennine Leeson provided the annual update on PILOTS in the committee packet. She noted that all PILOTS are current have been paid to the County for this year.

7. Informational Reports:

Mike Flatt provided the following safety update:

- We are seeing a few more recordable injuries than this time last year.
- There are a few job titles that are seeing an increase in injuries. He is looking to the trend to see what might reduce injuries in the future.
- He will be hosting the annual safety training refresher coming up in November.

8. Unfinished Business:

Broxton Prater talked about the current contract process. Most contracts get signed by the County Administrator after they are approved by the Board. There are a few resolutions that allow department heads to sign certain contracts. It has been found that some departments have signed contracts without going through the proper process. There is one department that is signing contracts without having Board approval to sign the contracts. Broxton is seeking committee's advice on whether they want the department to continue signing contracts as they are currently doing or start having them go through the normal contract process. If the committee wishes for the department to continue as is, then a resolution would need to be brought forth providing permission to the department head to sign certain contracts. Discussion ensued, and the committee decided that they would like Broxton and the County Administrator to meet with the department and find out more information about the contracts that are being signed and if it will cause issues with the contracts going through the regular process. They will then report back next cycle.

9. Executive Session:

Supervisor Andrew Wickham motioned to enter executive session at 1:03 PM for POL§105 (1) (d) - Discussions regarding proposed, pending or current litigation. Supervisor William Namestnik seconded the motion. The motion passed.

Supervisor Andrew Wickham motioned to exit executive session at 1:43 PM. Supervisor Frederick Wille seconded the motion. The motion passed.

10. Next Meeting Date And Time:

November 5, 2025 at 12:30 PM

11. Adjournment:

Approved Minutes

On a motion of Supervisor William Namestnik, seconded by Supervisor James Kennedy, the Governmental Operations & Insurance Committee meeting was adjourned at 01:44 PM.

Respectfully Submitted, Kristin A. Voss, Clerk