



WAYS & MEANS COMMITTEE

Wednesday, December 10, 2025, Time: 3:00 PM
74 Ontario Street, Committee Room 213
Canandaigua, NY 14424

Committee Members

David Baker, Chair
John Cowley
Peter Ingalsbe
Daniel Marshall
Daryl Marshall
David Phillips
Mark Venuti

1. Call To Order:

The Ways & Means Committee meeting was called to order at 03:00 PM on December 10, 2025.

Members Present: Supervisor(s) David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, David Phillips, Mark Venuti. Necessarily Absent: Supervisor(s) Daryl Marshall.

Others present in addition to committee members:

- Chris DeBolt, County Administrator
- Alissa Bub, Deputy County Administrator
- Holly Adams, County Attorney
- Mary Gates, Finance Director
- Nellie Puma, Deputy Finance Director
- Barbra Sweet, Sr. Fiscal Manager
- John Rizzo, Fiscal Manager
- Kathy Dunn, Fiscal Manager
- Betsy Landre, Sr. Planner, via Webex
- Holly Smith, Grants Coordinator, via Webex
- Jared Simpson, BOS Chairman
- Nancy Yacci, City of Canandaigua Supervisor
- Kristin Voss, BOS Clerk
- Chris Day, DPW Commissioner
- Tom Harvey, Planning Director
- Dennine Leeson, Real Property Tax Director
- Michele Smith, HR Director
- Mike Flatt, Safety Coordinator, via Webex

2. Approval Of Minutes:

Supervisor David Phillips motioned to approve the minutes of the November 26, 2025 Ways & Means Committee meeting. The motion was seconded by Supervisor Daniel Marshall. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

3. Planning Department & FLCC Capital Projects:

Alissa Bub and Tom Harvey presented the following two resolutions entitled:

~ Authorization to Amend the Scope for ARPA Contracts Naples Youth Corp, Boys and Girls Club of Geneva, Inc., and CCN International, Inc. from Arts, Culture and Recreation, Childcare and Workforce Round 2 Grants

~ Authorization to Amend Contracts for Ontario ARPA Arts, Culture and Recreation and Workforce Development Round 1 and 2, and Childcare Grant Awards

Supervisor Peter Ingalsbe motioned to approve these two resolutions, as presented as a block. The motion was seconded by Supervisor John Cowley. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Betsy Landre presented a resolution entitled, "Establish Capital Project No. HHH113-25 - Next Generation 911 Project and Authorization to Accept Next Generation 911 Grant from NYS Division of Homeland Security and Emergency Services".

Supervisor John Cowley motioned to approve the resolution as presented. The motion was seconded by Supervisor Mark Venuti. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

4. Public Works & Public Works Capital Projects:

Christopher Day presented the following five resolutions entitled:

- ~ Capital Project No. H089-22 Deep Run Park Improvements - Budget Transfer
- ~ Capital Project No. H073-20 Humane Society - Budget Transfer
- ~ Capital Project No. H088-22 Courthouse Improvements - Budget Transfer
- ~ Capital Project No. H074-20 Countywide Cold Storage - Budget Transfer
- ~ Capital Project No. H018-13 Jail Modifications - Budget Transfer

Supervisor Mark Venuti motioned to approve these five resolutions, as presented as a block. The motion was seconded by Supervisor John Cowley. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Christopher Day presented the following two resolutions entitled:

- ~ Capital Project H033-16 - Space Reorganization and Security Enhancement of 3010 County Complex Dr - Authorize Contract Amendment with Quinlivan Pierik & Krause Design, LLP Dbq QPK Design, LLP for Additional Services, Increased Construction Durations and Budget Transfer
- ~Capital Project H033-16 - Space Reorganization and Security Enhancement of 3010 County Complex Dr. - Authorize a Contract Amendment with Quinlivan Pierik & Krause Design, LLP Dbq QPK Design, LLP for Additional Design Services, Modifications and Budget Transfer

Supervisor John Cowley motioned to approve these two resolutions, as presented as a block. The motion was seconded by Supervisor Daniel Marshall. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Christopher Day presented a resolution entitled, "Transfer of Funds – 2025 County Budget –

Purchase of Janitorial Equipment".

Supervisor Daniel Marshall motioned to approve the resolution as presented. The motion was seconded by Supervisor John Cowley. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

5. Governmental Operations & Insurance:

Dennine Leeson presented the following five resolutions entitled:

- ~ Unpaid County Sewer Charges for Levy on 2026 Town Tax Rolls for the Towns of Canadice, Canandaigua, Gorham, Hopewell, Richmond
- ~ Relevy of Delinquent 2025-2026 Village Taxes on the 2026 Town Tax Rolls
- ~ Relevy of 2025-2026 Returned/Unpaid School Taxes, as amended
- ~ 2026 County Taxes Levied Against the Cities of Canandaigua and Geneva
- ~ Schedule of Taxes for 2026

Supervisor Peter Ingalsbe motioned to approve these resolutions, as presented as a block. The motion was seconded by Supervisor John Cowley. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

6. Human Resources:

Mike Flatt reported that we are seeing an increase over last year in recordable and non-recordable injuries. OSHA logs need to be posted in February. You still need to post a log even if you don't have any recordable injuries. He is available to assist any towns that need help with their logs.

Michele Smith presented the following two resolutions entitled:

- ~ Authorization to Contract with Lifetime Benefit Solutions, Inc. for COBRA Medical Insurance Premium Billing and Plan Document Creation in 2026-2027
- ~ Authorization to Contract with Inspira Financial Health, Inc. for FSA, HRA, and HSA Administration in 2026 and 2027

Supervisor David Phillips motioned to approve these resolutions, as presented as a block. The motion was seconded by Supervisor John Cowley. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith presented a resolution entitled, "Authorizing Memorandum of Agreement No. 5-2025 between Ontario County, the Ontario County Sheriff, and the Ontario County Police Benevolent Association to Clarify a Provision Related to Holiday Pay in the Collective Bargaining Agreement".

Approved Minutes

Supervisor David Phillips motioned to approve the resolution as presented. The motion was seconded by Supervisor Peter Ingalsbe. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith presented the following four resolutions entitled:

- ~ Salary Adjustment - Nicholas S. Line, Assistant District Attorney
- ~ Salary Adjustment - Paul D. Irving, Assistant District Attorney
- ~ Salary Adjustment - Patrick K. Russi, Assistant District Attorney
- ~ Amendment of Ontario County Deferred Compensation Plan Document for 457 Plan

Supervisor Daniel Marshall motioned to approve these four resolutions, as presented as a block. The motion was seconded by Supervisor John Cowley. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Daniel Marshall, David Phillips, Mark Venuti. No: Supervisor(s): None. Abstain: Supervisor(s): None.

7. Unfinished Business And Other Items To Be Brought Before The Committee:

Mary Gates provided the following finance updates:

- The auditors are working on the preliminary audit. They will be back in February to start the 2025 audit.
- We are up about 1.9% in sales tax revenue from this time last year.
- She reviewed the year-end process of doing budget transfers.

8. Executive Session:

There was no executive session needed at this committee meeting.

9. Next Meeting Date And Time:

Tentatively, Wednesday, January 7, 2026 at 3:00 PM.

10. Adjournment:

On a motion of Supervisor John Cowley, seconded by Supervisor Mark Venuti, the Ways & Means Committee meeting was adjourned at 03:26 PM.

Respectfully Submitted, Kristin A. Voss, Clerk