



WAYS & MEANS COMMITTEE

Wednesday, January 7, 2026, Time: 3:00 PM
74 Ontario Street, Committee Room 213
Canandaigua, NY 14424

1. Call To Order:

The Ways & Means Committee meeting was called to order at 03:00 PM on January 7, 2026.

Members Present: Supervisor(s) David Baker, John Cowley, Peter Ingalsbe, Jack Marren, Kristine Singer, Mark Venuti, Frederick Wille.

Others present in addition to committee members:

- Chris DeBolt, County Administrator
- Alissa Bub, Deputy County Administrator
- Meghan Maslyn, Deputy County Administrator
- Holly Adams, County Attorney
- Lea Nacca, Assistant County Attorney
- Jason MacBride, District Attorney
- Mary Gates, Finance Director
- William Wellman, BOS Chairman
- Kristin Voss, BOS Clerk
- Michele Smith, HR Director
- Lindsey Burgess, Deputy HR Director
- Tim Jensen, Associate Planner
- John Rizzo, Fiscal Manager
- Jenifer Langer, Purchasing Director
- Jeff Trickler, County Treasurer
- Nellie Puma, Deputy Finance Director

Chairman Baker appointed Supervisor Venuti as his Vice-Chair of Ways and Means for 2026.

2. Approval Of Minutes:

Supervisor Kristine Singer motioned to approve the minutes of the December 10, 2025 and December 18, 2025 Ways & Means Committee meeting. The motion was seconded by Supervisor Mark Venuti. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Jack Marren, Kristine Singer, Mark Venuti, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

3. Planning Department & FLCC Capital Projects:

Timothy Jensen presented a resolution entitled, "Capital Project No. H074-20 — County Wide Storage — Authorize Contract Amendment Quinlivan Pierik Krause Design, LLP (QPK) and Budget Transfer".

Supervisor Jack Marren 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, Jack Marren, Kristine Singer, Mark Venuti, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

4. Human Resources:

Michele Smith, HR Director, reviewed her department fact sheet.

Michele Smith presented a resolution entitled, "Authorizing Agreement with Excellus Health Plan Inc. for Acceptance of Wellness Funds".

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

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Jack Marren, Kristine Singer, Mark Venuti, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith presented a resolution entitled, "Resolution to Create Investigator (District Attorney) Position".

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, Jack Marren, Kristine Singer, Mark Venuti, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith presented a resolution entitled, "Resolution to Create an Office Specialist II (DBL) Position during a Period of Disability".

Supervisor Kristine Singer motioned to approve the resolution as presented. The motion was seconded by Supervisor Jack Marren. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Jack Marren, Kristine Singer, Mark Venuti, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith presented the following three resolutions entitled:

~ Resolution Authorizing Salary Adjustment for Kelly Zaporowski, Assistant District Attorney

~ Resolution Authorizing Salary Adjustment for John Kelly, Assistant District Attorney

~ Resolution Authorizing Salary Adjustment for Timothy Boucher, Assistant District Attorney

Supervisor Jack Marren motioned to approve these three resolutions, as presented as a block. The motion was seconded by Supervisor Frederick Wille. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Jack Marren, Kristine Singer, Mark Venuti, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith presented a resolution entitled, "Resolution Authorizing a Salary Adjustment for Sarina Kirchhoff".

Supervisor Kristine Singer 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, Jack Marren, Kristine Singer, Mark Venuti, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

5. Purchasing Department:

Jenifer Langer, Purchasing Director, gave a brief overview of her department.

6. Treasurer's Office:

County Treasurer, Jeff Trickler, talked about his department's fact sheet.

Lea Nacca presented a resolution entitled, "Disposition of Real Property Acquired Through Enforcement of Delinquent Taxes: Auction Process, Date and Place; Authorization To Retain Outside Counsel".

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

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Jack Marren, Kristine Singer, Mark Venuti, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Jeffrey Trickler presented a resolution entitled, "Authorizing Contract Renewal with Auctions International, Inc. - Auction of Real Property Tax Foreclosure Parcels".

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

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Jack Marren, Kristine Singer, Mark Venuti, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

7. Finance Department:

Finance Director, Mary Gates, briefly reviewed her department fact sheet. She also let the committee know that sales tax revenues in December were up 50% from December 2024. This is mostly due to some reconciliations from the State. 2025 year-end budget transfer will be brought to the February meeting for the committee to approve.

8. County Administrator:

Chris DeBolt reported that the State has made County infrastructure grant money available again this year to counties. Once again the counties can only apply for funding for one project. Last year, the County encouraged municipalities to send letters of interest to the Board office about their projects. Then a review committee used a scoring rubric to select a project for the County to submit for funding. The scoring rubric was sent to the municipalities with the information on how to apply and what projects would be eligible. Mr. DeBolt asked the committee if they would like to follow the same process as last year for selecting a project to fund. After a short discussion.

Supervisor John Cowley motioned to approve using the same method as last year to select a project

Approved Minutes

for infrastructure grant funding. The motion was seconded by Supervisor Kristine Singer. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Jack Marren, Kristine Singer, Mark Venuti, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

9. Unfinished Business Or Other Items To Be Brought Before The Committee:

There was no unfinished business to come before the committee.

10. Executive Session:

Supervisor John Cowley motioned to enter executive session at 3:36 PM for POL§105 (1) (e) - Discussions on collective negotiations pursuant to Article 14 of the Civil Services Law (the Taylor Law) and POL§105 (1) (f) - Discussions on the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Supervisor Kristine Singer seconded the motion. The motion passed.

Supervisor Peter Ingalsbe motioned to exit executive session at 3:47 PM. Supervisor Kristine Singer seconded the motion. The motion passed.

11. Next Meeting Date And Time:

Wednesday, February 11, 2026 at 3:00 PM

12. Adjournment:

On a motion of Supervisor Frederick Wille, seconded by Supervisor Mark Venuti, the Ways & Means Committee meeting was adjourned at 03:47 PM.

Respectfully Submitted, Kristin A. Voss, Clerk