



WAYS & MEANS COMMITTEE

Wednesday, March 11, 2026, Time: 3:00 PM
74 Ontario Street, Committee Room 213
Canandaigua, NY 14424

Committee Members

David Baker, Chair
John Cowley
Peter Ingalsbe
Jack Marren
Kristine Singer
Mark Venuti
Frederick Wille

1. Call to Order:

The Ways and Means Committee meeting was called to order at 03:00 PM on March 11, 2026.

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

Others present in addition to committee members:

- Chris DeBolt, County Administrator
- Meghan Maslyn, Deputy County Administrator
- Holly Adams, County Attorney
- Lea Nacca, Assistant County Attorney
- Nathan Thomas, Assistant County Attorney
- Joe Nacca, Assistant County Attorney
- Jean Chrisman, County Clerk
- Michele Smith, HR Director
- Jason MacBride, District Attorney
- Tim Jensen, Associate Planner
- Tom Harvey, Planning Director
- Chief Deputy Lambert
- Ryan Davis, Economic Developer
- Linda Phillips, Sr. Planner
- Dennine Leeson, Real Property Tax Director
- Jenifer Langer, Purchasing Director, via Webex
- William Wellman, BOS Chairman
- James Kennedy, City of Geneva Supervisor
- Kristin Voss, BOS Clerk
- Mary Gates, Finance Director
- Nellie Puma, Deputy Finance Director
- John Rizzo, Fiscal Manager
- Barbra Sweet, Sr. Fiscal Manager
- Kathy Dunn, Fiscal Manager
- Angela Ruffier, Probation Director
- Chris Day, DPW Commissioner
- Jeff Trickler, County Treasurer
- Sean Barry, CIO
- Mike Flatt, Safety Coordinator
- Missy White, Fiscal Manager, via Webex
- Alissa Bub, Deputy County Administrator, via Webex

2. Approval of Minutes:

Supervisor Peter Ingalsbe motioned to approve the minutes of the February 11, 2026 Ways and Means Committee meeting. 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.

3. Planning Department & FLCC Capital Projects:

Thomas Harvey presented a resolution entitled, "Establish Capital Project No.H119-26 as the FLCC SPRING Building Capital Project and Budget Transfer".

Supervisor John Cowley 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.

Linda Phillips presented a resolution entitled, "Capital Project No. H089-22 - Contract Amendment with Barton & Loguidice, DPC for Design and Bid services for Deep Run Park and Budget Transfer".

Supervisor Peter Ingalsbe 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.

4. Public Works & Public Works Capital Projects:

Christopher Day presented a resolution entitled, "Capital Project H033-16 - Space Reorganization & Security Enhancement of 3010 County Complex Dr - Authorize Contract Amendment with Pike Construction Services, Inc., for Increased Construction Durations and Budget Transfer".

Supervisor Kristine Singer 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.

Christopher Day presented a resolution entitled, "Capital Project No. H089-22 - Deep Run Park-Budget Transfer".

Supervisor Peter Ingalsbe 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, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Christopher Day presented a resolution entitled, "Transfer of Funds - Purchase/Buyout of Enterprise Leased Vehicles".

Supervisor John Cowley 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, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Christopher Day presented a budget transfer for the self-insurance deductible request for calendar year 2025.

Supervisor Kristine Singer motioned to approve the budget transfer 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, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

5. Governmental Operations & Insurance:

Dennine Leeson presented a resolution entitled, "Authorization to Participate in Defense of Real Property Tax Assessment Challenges Against the 2025 Final Assessment Roll".

Supervisor Peter Ingalsbe 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, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Jean Chrisman presented a resolution entitled, "Transfer of Funds – 2026 County Budget 2025 CIP Project 25-GO-01 - County Clerk".

Supervisor John Cowley 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, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Holly Adams presented a resolution entitled, "Retention of Bond Counsel".

Supervisor Peter Ingalsbe 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, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Nathan Thomas presented a resolution entitled, "Risk Retention Fund Authorization of Settlement, and Appropriation of Self-Insurance Administration Reserve".

Supervisor Kristine Singer 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, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

6. Public Safety:

Angela Ruffier and Chief Lambert presented the following budget transfers:

~ Self-Insurance Deductible Budget Transfer Request - Calendar Year 2025 - Probation

~ Self-Insurance Deductible Budget Transfer Request - Calendar Year 2025 - Sheriff

Supervisor Peter Ingalsbe motioned to approve these two budget transfers, as presented as a block. The motion was seconded by Supervisor Kristine Singer. The motion passed.

Yes: Supervisor(s): David Baker, John Cowley, Peter Ingalsbe, Jack Marren, Kristine Singer,

Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Jason MacBride presented a resolution entitled, "Authorization to Accept FY2026 Crimes Against Revenue Program (CARP) Grant from New York State Division of Criminal Justice Services".

Supervisor Peter Ingalsbe 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, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

7. Human Resources:

Mike Flatt provided the following safety updates:

- We are consistent with where we were last year with injuries.
- There were many slips and falls with the snow and ice
- March is ladder safety month.
- He is working on a chainsaw in a bucket truck safety resource.

Michele Smith presented the following resolutions entitled:

~ Create a Technical Support Manager Position and Abolish a Vacant Business Analyst Position

~ Create Two Senior Index Clerk Positions and Abolish Two Index Clerk Positions

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

Michele Smith presented a resolution entitled, "Create an Office Specialist II Position".

Supervisor Kristine Singer 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, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith presented a resolution entitled, "Resolution Authorizing Salary Adjustment for Robert Richardson III, Manager of Housing Strategy and Development".

Supervisor Kristine Singer 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, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Michele Smith presented the following resolutions entitled:

~ Setting the Salary Schedule for the Treasurer for the Next Term of Office, 2027-2030

~ Setting the Salary Schedule for the Sheriff for the Next Term of Office, 2027-2030

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

8. Treasurer's Office:

Lea Nacca presented a resolution entitled, "Authorization to Execute Agreement with U.S. Securities and Exchange Commission for Disposition of Proceeds of Property Sale".

Supervisor Peter Ingalsbe 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, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Jeffrey Trickler presented a resolution entitled, "Award of Contract to Crossroads Abstract for Title Search Services".

Supervisor John Cowley 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, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Jeff Trickler asked if there were any questions on the tax settlement for schools and villages report. There were no questions from the committee.

9. Finance Department:

Mary Gates presented a resolution entitled, "Authorization to Contract with Coordinated Care Services, Inc. (CCSI) for Fiscal Support Services".

Supervisor Kristine Singer 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, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Mary Gates let the committee know that the contract with Compeer funded through Dwyer funding, was switched from the Veterans Services department to the Mental Health Department. This is due to a new State requirement that the funding has to be tracked through the Mental Health department instead of Veterans Services. Veterans Services will still be using the services.

Mary asked if there were any questions about the 2025 unaudited financial report. The committee had no questions, so she provided a few highlights of the report. The auditors will be presenting the final audit next month. She then asked the committee, now that our auditors get the final audit done shortly after the unaudited report is due, should we think about changing the local law to not require the unaudited report a month prior to the final audit. The committee decided they would discuss it during budget meetings.

10. County Administrator:

Alissa Bub presented a resolution entitled, "Authorization to Apply for County Infrastructure Grant".

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, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Christopher DeBolt presented a resolution entitled, "Authorization to Accept Funds from New York State Education Department to Commemorate the 250th Anniversary of the American Revolution".

Supervisor Kristine Singer 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, Frederick Wille. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Chris DeBolt provided the same overview of the vacant parcel of land between Ellen Polimeni Dr. and the proposed FLCC Culinary Arts Center is currently owned by the Canandaigua Area Development Corporation (CADC) as he did to the Public Works committee. The CADC wants to turn this parcel into a multifunctional park and donate it. They approached the City of Canandaigua about taking over the park once the improvements to the lot were completed. The City talked about it and decided that they were not in a position to do this. The CADC is now asking the County if they would like to take over the parcel once improvements are completed. The CADC's plans for the parcel currently include sports fields (grass and turf), an ice skating rink, an amphitheater, picnic space, and more. The CADC is hoping that the County will be willing to take over the park and contract with a not-for-profit concessionaire to run the park at a net 0 County cost for the operations of the park. The County would still be responsible for the maintenance of the park, just not operations. This is how many state-owned parks are run. After discussion with the committee, Mr. DeBolt asked the committee whether they would like him to continue conversations with the CADC on going forward with plans to possibly take over the deed of this parcel and improvements as a County park. The committee all agreed the same as the Public Works committee that they thought that it would be a great asset to the County residents, and he should continue conversations with the CADC.

11. Unfinished Business or Other Items to be Brought before the Committee:

There was no unfinished business to be brought before the committee.

12. Executive Session:

Supervisor Kristine Singer motioned to enter executive session at 3:51 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 John Cowley seconded the motion. The motion passed.

Supervisor Kristine Singer motioned to exit executive session at 4:06 PM. Supervisor John Cowley seconded the motion. The motion passed.

13. Next meeting date and time:

April 8, 2026 at 3:00 PM.

14. Adjournment:

On a motion of Supervisor John Cowley, seconded by Supervisor Kristine Singer, the Ways and Means Committee meeting was adjourned at 04:07 PM.

Respectfully Submitted, Kristin A. Voss, Clerk