



GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:00 PM

Location: WebEx and 74 Ontario St., 2nd Floor Committee Room 213, Canandaigua, NY 14424

August 17, 2022

MEMBERS PRESENT

In Person: Supervisors Rich Russell, Tamara Hicks, Jim Petropoulos, and Dom Vedora.

Necessarily Absent: David Baker, Bill Namestnik and Fred Wille.

OTHERS PRESENT

In Person: Board Chairman Jack Marren, Supervisor Todd Campbell, County Attorney Holly Adams, County Administrator Chris DeBolt, Deputy County Administrator Alissa Bub, First Assistant County Attorney Barry McFadden, Assistant County Attorneys Joe Nacca and Nathan Thomas, Finance Director Mary Gates, Human Resources Director Michele Smith, CIO Sean Barry, Archivist Rosemary Switzer, County Clerk Matt Hoose, Republican Commissioner Mike Northrup, Cornell Cooperative Extension Director Tim Davis, and Clerk to the Board Kristin Mueller.

Via WebEx: Real Property Director Donna LaPlant, Safety Coordinator Sherman Manchester, NYMIR Representative Jackie Shaffer, and AJ Magnan.

CALL TO ORDER

The meeting of the Governmental Operations and Insurance Committee was called to order at 1:25 PM by Chairman Russell.

MINUTES

Motion to approve, the minutes of the July 27, 2022 meeting was made by Supervisor Petropoulos, seconded by Supervisor Vedora, and carried.

COUNTY ATTORNEY

♦ *Budget*

County Attorney, Holly Adams, presented budget AA1420 County Attorney. They met guidelines even with an increase in contract costs, equipment costs, and salary increases.

Supervisor Hicks motioned to approve the County Attorney budget as presented, seconded by Supervisor Petropoulos. The motion carried.

BOARD OF ELECTIONS

♦ *Budget*

Republican Commissioner, Mike Northrup, present budget AA1460 for the Board of Elections. They did not meet budget guidelines due to contract increases raised their .4's and an increase in part-time employees raised their .1's.

Supervisor Vedora motioned to approve the Board of Elections budget as presented, seconded by Supervisor Petropoulos. The motion carried.

BOARD OF SUPERVISORS

♦ *Budget*

Clerk, Kristin Mueller, presented budgets AA190 Municipal Association Dues

and AA1010 Board of Supervisors. We did not meet guidelines to due association due going up. NYSAC went up 3% and the Genesee Finger Lakers Regional Planning Council went up 7%.

Supervisor Hicks motioned to approve the Board of Supervisors budget as presented, seconded by Supervisor Petropoulos. The motion carried.

COUNTY CLERK

◆ *Budget*

County Clerk, Matt Hoose, presented budget AA1410 County Clerk. He is budgeting a decrease in revenue due to a slowdown in real estate sales. The software maintenance contract is up significantly this coming year. There is an increase in personnel costs and many unknown with the new gun laws that will be going into effect.

Supervisor Hicks motioned to approve the County Clerk's budget as presented, seconded by Supervisor Russell. The motion carried.

County Clerk, Matt Hoose, presented budget AAC103 DMV. There is an increase for 2023 for a new copy machine and office supplies.

The State has let the Counties know that the Utica Office will be sending mail back to the Counties to process. This has helped will revenue at the moment.

Supervisor Vedora asked for discussion on reopening the Geneva DMV. Discussion ensued regarding DMV operations. The Geneva DMV was opened originally with the understanding that it would only be open if it supported itself. When it closed it had been running in the negative for many years.

Supervisor Hicks motioned to approve the DMV budget as presented, seconded by Supervisor Russell. Supervisors Vedora and Petropoulos voted "no" on approving the DMV budget. The voted was split 2/2. The motion failed. County Clerk Hoose will bring the DMV budget back next cycle.

HUMAN RESOURCES

◆ *Budget*

Human Resources Director, Michele Smith, presented budget AAC108 regulatory compliance. This budget met guidelines.

Supervisor Hicks motioned to approve the regulatory compliance budget as presented, seconded by Supervisor Petropoulos. The motion carried.

INFORMATION TECHNOLOGY

◆ *Budget*

CIO Sean Barry presented the AA1680 Information Technology budget. Software maintenance contracts for IT have also gone up significantly.

Supervisor Petropoulos motioned to approve the information technology budget, seconded by Supervisor Vedora. The motion carried.

CIO Sean Barry presented the AA168099 IT – CIP budget. This is to replace

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cameras and ECM system components.

Supervisor Petropoulos motioned to approve the information technology -CIP budget, seconded by Supervisor Hicks. The motion carried.

RAIMS

◆ *Budget*

Archivist, Rosemary Switzer, presented budget AA1460 RAIMS and AA1460 999 CIP. This AA1460 budget includes a new part-time employee and the AA1460 999 CIP is for moveable shelving.

Supervisor Petropoulos motioned to approve the RAIMS and RAIMS-CIP budgets as a block, seconded by Supervisor Vedora. The motion carried.

REAL PROPERTY

◆ *Resolution*

Real Property Director, Donna LaPlant, presented a resolution entitled, “Erroneous and Refunded Taxes to be Charged to Certain Towns and Special Districts”.

Supervisor Hicks motioned to approve the erroneous and refunded taxes resolution as presented, seconded by Supervisor Petropoulos. The motion carried.

◆ *Budget*

Real Property Director, Donna LaPlant, presented the AA1355 Real Property budget. She met guidelines and will have an increase of revenues from the towns.

Supervisor Petropoulos motioned to approve the real property budget as presented, seconded by Supervisor Vedora. The motion carried.

INFORMATIONAL REPORTS

The committee reviewed all reports and information submitted regarding:

- a. Workers Compensation and Safety Reports
- b. MVA Report

Safety Coordinator, Sherman Manchester, reported that our recordable injuries across the plan are still up from 2020 and 2021. Right now, they are up about 32% from last year. Most of the injuries are from slips, trips, and fall. He feels that complacency is causing a lot of these injuries. He is encouraging everyone take more training and department heads to encourage attendance at these training.

Motion to approve the informational reports as presented was made by Supervisor Vedora, seconded by Supervisor Petropoulos, and carried.

COUNTY ADMINISTRATOR

◆ *Budget*

County Administrator, Chris DeBolt, presented the CM fund – Animal Control budget. They would like to start having conversations with the towns of how to get the towns to contract directly with the Humane Society.

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Supervisor Hicks motioned to approve the animal control budget as presented, seconded by Supervisor Petropoulos. The motion carried.

County Administrator, Chris DeBolt, presented the AAC101 Team Agencies budget. County Administrator DeBolt is recommending that team agencies contracts stay flat with the exception of Cornell Cooperative Extension. He is looking to increase their appropriation by \$20,000. Cornell Cooperative Extension Director, Tim Davis, address the committee regarding this increase. This increase will help fund a new full-time position centered around agricultural literacy. This position will offer agriculture education in the classroom, public outreach education, and assistance in agricultural tourism that brings people to our local farms and farmstands.

Supervisor Petropoulos motioned to approve the team agencies budget as amended to include the \$20,000 increase to Cornell Cooperative Extension, seconded by Supervisor Hicks. The motion carried.

County Administrator, Chris DeBolt, presented the County Administrator budget. This budget met guidelines and the .4's are going down some.

Supervisor Hicks motioned to approve the County Administrator budget as presented, seconded by Supervisor Petropoulos. The motion carried.

◆ *Update*

County Administrator, Chris DeBolt, gave the following updates:

- Alissa and Chris will be attending LEAD training this fall. One will be in October and one in November.
- The housing study is moving along
- They will be working with the Campbell Commission on the 218 plan once guidance is received from the State
- The draft document from the Fire and EMS study should be presented at the next committee cycle
- The 9-1-1 task force committee continues to meet

EXECUTIVE SESSION

At 2:31 PM, Supervisor Vedora made the motion, seconded by Supervisor Petropoulos to go into executive session regarding discussion on proposed, pending or current litigation; motion carried.

At 2:49 PM, Supervisor Vedora made the motion, seconded by Supervisor Hicks to leave executive session; motion carried.

ADJOURNMENT

Motion to adjourn was made at 2:49 PM by Supervisor Vedora seconded by Supervisor Petropoulos. The motion carried.

**RESPECTFULLY
SUBMITTED**

Kristin A. Mueller, Clerk to the Board