



GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:30 PM

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

August 18, 2021

MEMBERS PRESENT

In Person: Supervisors Rich Russell, David Baker, Tamara Hicks, Catherine Menikotz, Dom Vedora (1:19 pm), Gregory Bendzłowicz. Supervisor Fred Wille was declared necessarily absent.

OTHERS PRESENT

In Person: Supervisor Todd Campbell, County Administrator Chris DeBolt, Director of Finance Mary Gates, Assistant County Attorney Nathan Thomas, Sr. Fiscal Manager Michael Wojcik, Chief Information Officer Sean Barry, Commissioner Evangelista, Commissioner Northrup, and Clerk to the Board Kristin Mueller.

Via WebEx: Chairman Jack Marren, Deputy County Administrator Brian Young, First Assistant County Attorney Lea Nacca, Archivist Rosemary Switzer, County Clerk, Matt Hoose, Real Property Director Donna LaPlant, Dir. of Human Resources Michele Smith, Deputy Dir. of Human Resources Lindsey Burgess, Jackie Shaffer from Eastern Shore Associates.

CALL TO ORDER

The meeting of the Governmental Operations and Insurance Committee was called to order at 1:00 PM by Chairman Russell.

MINUTES

Motion to approve the minutes of the July 28, 2021 meeting was made by Supervisor Baker, seconded by Supervisor Hicks, and carried.

BOARD OF ELECTIONS

♦ *Budget Review*

Commissioner Evangelista presented the 2022-2023 budgets for the Board of Elections.

The equipment in the budget will be able to be purchased with grants and most of all the early voting will also be covered with grants.

Supervisor Baker motioned to approve budget as presented for Board of Elections. Supervisor Bendzłowicz seconded the motion. The motion carried.

♦ *Resolution*

Commissioner Evangelista presented a resolution entitled, "Resolution to Purchase UTV Trailer and Deckover Trailer – Board of Elections"

Supervisor Bendzłowicz motioned to approve the purchase of a UTV trailer and deckover trailer. Supervisor Hicks seconded the motion. The motion carried.

BOARD OF SUPERVISORS

♦ *Budget Review*

Board Clerk, Kristin Mueller, presented the 2022-2023 budget for the Board of Supervisors and municipal association dues.

New information on the dues for the Genesee Finger Lakes Regional Planning Council came back higher than expected. An amendment to the municipal associations dues to increase it by \$727 was requested.

Supervisors Baker motioned to amend the budget for municipal association dues as presented. Supervisor Bendzlowicz seconded the motion. The motion carried.

Supervisor Baker motioned to approve the budgets as presented and amended as a block. Supervisor Menikotz seconded the motion. The motion carried.

COUNTY ATTORNEY

◆ *Resolution & Local Law*

County Attorney, Holly Adams, presented a resolution entitled, "Fixing Date and Notice for the Public Hearing on Local Law No. 4 (Intro.) of 2021" and Local Law No. 4 (Intro.) of 2021.

Supervisor Menikotz motioned to approve the Local Law and the fixing date and notice for the public hearing as a block. Supervisor Hicks seconded the motion. The motion carried.

◆ *Budget Review*

County Attorney, Holly Adams, presented the 2022-2023 budgets for the County Attorney's office and the self-insurance fund.

Did not meet budget guidelines due to retirements, needing some new office equipment, outside counsel contracts, and their legal software contract and maintenance contract is going up.

Supervisor Menikotz motioned to approve the budgets as presented as a block. Supervisor Bendzlowicz seconded the motion. The motion carried.

COUNTY CLERK/DMV

◆ *Budget Review*

County Clerk, Matt Hoose, presented the 2022-2023 budget for the County Clerk's office and the DMV.

Mr. Hoose let the committee know that he has increased his revenues and expenses for office supplies for the Clerk's office. For the DMV he kept the .4 accounts the same and lowered revenues, with the exception of internet sales from the State which was increased.

Supervisor Baker asked where he was on recommended changes? He reported where he was on a few of the items. Supervisor Baker asked that he report back to committee within the next two cycles on all the recommendation.

Supervisor Bendzlowicz motioned to approve the budgets as presented as a block. Supervisor Menikotz seconded the motion. The motion carried.

INFORMATION TECHNOLOGY

Chief Information Officer, Sean Barry, presented the 2022-2023 budget for the

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◆ *Budget Review*

information technology department and the technology portion of the CIP.

Mr. Barry let the committee know that he did not meet guidelines due to contracts going up for MUNIS and other software and maintenance contracts. The CIP portion is for replacing network hardware and finishing the office 365 conversion.

Supervisor Baker motioned to approve the budgets as presented as a block. Supervisor Vedora seconded the motion. The motion carried.

RAIMS

◆ *Budget Review*

Archivist, Rosemary Switzer, presented the 2022-2023 budget for the records, archives, and information management services department which met budget guidelines.

Supervisor Baker motioned to approve budget as presented for RAIMS. Supervisor Bendzlowicz seconded the motion. The motion carried.

REAL PROPERTY

◆ *Budget Review*

Real Property Director, Donna LaPlant, presented the 2022-2023 budget for the real property department and the tax defense fund. The budgets were kept flat with a small increase in revenues for commercial appraisals.

Supervisor Menikotz motioned to approve the budgets as presented as a block. Supervisor Vedora seconded the motion. The motion carried.

HUMAN RESOURCES

◆ *Budget Review*

Human Resources Director, Michele Smith, presented the 2022-2023 budget for regulatory compliance. This budget met guidelines.

Supervisor Baker motioned to approve budget as presented for regulatory compliance. Supervisor Menikotz seconded the motion. The motion carried.

INFORMATIONAL REPORTS

The committee accepted all reports and information submitted regarding:

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

Human Resource Director, Michele Smith, reported that there were no new reportable injuries since the last committee cycle for the county. The whole plan had 4 new recordable injuries.

Motion to approve the reports was made by Supervisor Vedora, seconded by Supervisor Bendzlowicz, and carried.

COUNTY ADMINISTRATOR

◆ *Budget Review*

County Administrator, Chris DeBolt, presented budget AA1230. This budget

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does not meet guidelines due to contractual agreements going up to reinstate the citizens academy and funding leadership Ontario.

Supervisor Bendzlowicz motioned to approve budget as presented for County Administrator's budget. Supervisor Hicks seconded the motion. The motion carried.

County Administrator, Chris DeBolt, presented budget AAC101 for Team Agencies. This budget does not meet guidelines due to returning the agencies to their 2020 budget levels without the 5% cut.

Supervisor Bendzlowicz motioned to approve budget as presented for the Team Agencies. Supervisor Vedora seconded the motion. The motion carried.

Deputy County Administrator, Brian Young, presented the CM Fund budget for animal control. This budget meets guidelines.

Supervisor Vedora motioned to approve budget as presented for the CM Fund. Supervisor Hicks seconded the motion. The motion carried.

◆ *Update*

County Administrator, Chris DeBolt, gave the following updates:

- COVID cases continue to increase in the area
- They are continuing to work with schools as they plan to reopen fully in person.
- The region has reestablished a version of the control room, but they will not be giving mandated directives to the schools or businesses
- The County is holding more Vaccine clinics again and 3rd doses have now been approved for some groups

EXECUTIVE SESSION

At 2:08 PM, Supervisor Vedora made the motion, seconded by Supervisor Bendzlowicz, to go into executive session regarding discussion on proposed, pending, or current litigation, and to confer with counsel; motion carried.

At 2:53 PM, Supervisor Bendzlowicz made the motion, seconded by Supervisor Vedora, to leave executive session; motion carried.

ADJOURNMENT

Motion to adjourn was made at 2:54 PM by Supervisor Hicks, seconded by Supervisor Bendzlowicz and the motion carried.

**RESPECTFULLY
SUBMITTED**

Kristin A. Mueller, Clerk to the Board