



# GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:00 PM

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

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June 14, 2023

## MEMBERS PRESENT

In Person: Supervisors Richard Russell, Tamara Hicks, James Kennedy, Daryl Marshall, and Fred Wille.

Via WebEx: Lou Guard

Necessarily Absent: David Baker

## OTHERS PRESENT

In Person: BOS Chairman Todd Campbell, Supervisor Bill Namestnik, County Administrator Chris DeBolt, Deputy County Administrator Alissa Bub, County Attorney Holly Adams, Assistant County Attorneys Joe Nacca and Nathan Thomas, Acting County Clerk Pam Keefe, Assistant Deputy County Clerk Tracy Shaw, Director of Finance Mary Gates, Republican Election Commissioner Mike Northrup, Democratic Election Commissioner Albert Magnan, Economic Developer Ryan Davis, Sr. Fiscal Manager Michael Wojcik, Deputy Human Resource Director Lindsey Burgess, Assessment Control Clerk Janene Sweet, Eastern Shores Representative Jackie Shaffer, Abigail Marion, and Clerk to the Board Kristin Voss.

Via WebEx: Supervisors David Baker and Peter Ingalsbe, Human Resource Director Michele Smith.

## 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 May 24, 2023 meeting was made by Supervisor Kennedy, seconded by Supervisor Wille, and carried.

## COUNTY CLERK

Acting County Clerk, Pam Keefe, presented a resolution entitled, "Apportionment of Mortgage Tax".

Supervisor Wille motioned to approve this resolution, seconded by Supervisor Kennedy. The motion carried.

Ms. Keefe let the committee know that the Clerk's Office is now fully staffed and training has begun. She has prepared revenue reports for the past 5 years that will be distributed to Committee.

Ms. Shaw spent two days with Oswego County to see how they run their Clerk and DMV offices compared to ours. She found that they are structured and run very similar. She also did State training in Syracuse. This was the first time they had seen Ontario County represented at that training in many years.

## **BOARD OF ELECTIONS**

### ◆ *Resolutions*

Democratic Election Commissioner, AJ Magnan, presented the following six resolutions:

- Authorization to Amend Grant BOE01-C004375-1110000 Technology Innovation and Election Resources (Tier) Grant Program
- Authorization to Amend Grant BOE01-C004041-1110000 Electronic Poll Books Capital Grant Project
- Authorization to Amend Grant BOE01-T004600-1110000 Absentee Ballot Pre-Paid Postage Grant Program
- Authorization to Amend Grant BOE01-C003234-1110000 Help America Vote Act (HAVA) Operations Costs (SHOEBOX) Grant Program
- Authorization to Amend Grant BOE01-C002558-1110000 Help America Vote Act (HAVA) Voter Education & Poll Worker Training Grant Program
- Authorization to Amend Grant BOE01-T002674-1110000 NYS Voting Access for Persons with Disabilities Poll Site Access Improvement Grant Program

Supervisor Hicks motioned to approve these resolutions as a block, seconded by Supervisor Kennedy. The motion carried.

## **REAL PROPERTY**

### ◆ *Resolution*

Assessment Control Clerk, Jeanne Sweet, presented a resolution entitled, “Amendment to Resolution No. 12-2023 – Resolution of Approval – Ontario County Humane Society (1) Correction of Error – 2023 County/Town Roll”.

Supervisor Marshall motioned to approve this resolution, seconded by Supervisor Kennedy. The motion carried.

## **RISK RETENTION FUND**

### ◆ *Budget*

County Attorney, Holly Adams, presented the 2024-2025 risk retention/self-insurance budget.

They met the budget guidelines and the only major change is the increase in insurance policy premiums especially cyber insurance.

Supervisor Hicks motioned to approve the 2024-2025 risk retention/self-insurance budget. Supervisor Kennedy seconded the motion. The motion carried.

## **HUMAN RESOURCES**

### ◆ *Resolutions*

Deputy Human Resources Director, Lindsey Burgess, presented a resolution entitled, “Ontario County Workplace Conduct Standards”.

Supervisor Wille motioned to approve this resolution, seconded by Supervisor Kennedy. The motion carried.

Deputy Human Resources Director, Lindsey Burgess, presented a resolution entitled, “Apportionment of 2024 Workers’ Compensation Insurance Expense Ontario County Mutual Self-Insurance Plan”.

**Governmental Operations and Insurance Committee** oversees the activities, programs, or other matters related to the following departments, agencies, or activities: Legislative Board, Clerk of the Board of Supervisors, County Administrator, County Attorney, County Clerk, Bureau of Motor Vehicles, Real Property Tax Services, Board of Elections, Records and Archives, County Historian, Board of Ethics, Dog Control, Humane Society, Information Services, Regulatory Compliance, County Insurance Programs, Risk Management, Workers’ Compensation.

Supervisor Hicks motioned to approve this resolution, seconded by Supervisor Kennedy. The motion carried.

◆ *Budget*

Deputy Human Resources Director, Lindsey Burgess, presented the workers' compensation insurance budget for 2024. The budget was decreased this year due to the fund having more than 100% of what the auctorial report suggests that it should have to fully cover this fund. The total participate assessments are also going down.

Supervisor Hicks motioned to approve the 2024 workers' compensation insurance budget. Supervisor Wille seconded the motion. The motion carried.

**INFORMATIONAL  
REPORTS**

Deputy Human Resources Director, Lindsey Burgess, reviewed the WC and Safety charts in the committee packet. There have been 31 recordable injuries out of 62 total injuries for the plan. We are trending slightly better with injuries than last year. June was slips, trips, and falls, and heat stress prevention awareness month.

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

**COUNTY  
ADMINISTRATOR**

◆ *Update*

County Administrator, Chris DeBolt, gave the following updates:

- The ARPA Community Grant Program consultant gave a presentation at PEQ this week. They are hoping to start accepting applications for the first round of funding by the end of June
- A resolution was approved at PEQ on Monday to hire MSW consultants. They will provide direct support to the PEQ committee and the Board of Supervisors for discussions and planning for the future of the landfill post closure in 2028

◆ *Resolution*

County Administrator, Chris DeBolt, presented a resolution entitled, "Ontario County Board of Supervisors Calls for Engagement of Local Communities Prior to Further Action on Proposed Seneca Nation/New York State Gaming Compact Ratification".

Supervisor Marshall motioned to approve this resolution, seconded by Supervisors Hicks.

Supervisor Marshall motioned to amend the title from Ontario County Board of Supervisors Calls for Engagement of Local Communities Prior to Further Action on Proposed Seneca Nation/New York State Gaming Compact Ratification to Resolution in Opposition to the Proposed Siting of a Casino in Rochester Pursuant to New Gaming Compact Between the State of New York and the Seneca Nation, and remove the second resolve in the resolution. Supervisor Hicks seconded the motion. The motion carried.

Supervisor Marshall motioned to approve this resolution as amended, seconded by Supervisor Hicks. The motion carried.

## **BOARD OF SUPERVISORS**

- ◆ *Resolution*

A resolution entitled, “Reappointment to Finger Lakes Community College Board of Trustees – Richard S. Russell” was presented to committee.

Supervisor Guard motioned to approve this resolution. Supervisor Kennedy seconded the motion. The motion carried.

## **COUNTY ATTORNEY**

- ◆ *Resolution*

Assistant County Attorney, Joe Nacca, asked committee for approval to bring a resolution to the Board meeting to buyout a county leased vehicle. This vehicle was in an accident and deemed totaled. The current buyout of this vehicle is \$22,279.51. This amount may change slightly with the amount of interest that changes daily.

Supervisor Hicks motioned to approve Mr. Nacca to bring a resolution to the Board for the buyout of this leased vehicle in the amount of \$22,279.51 +/- interest when the final buyout is received. Supervisor Marshall seconded the motion. The motion carried.

## **EXECUTIVE SESSION**

At 2:16 PM, Supervisor Kennedy made the motion, seconded by Supervisor Marshall to go into executive session regarding discussion on the proposed, pending or current litigation; motion carried.

At 3:10 PM, Supervisor Kennedy made the motion, seconded by Supervisor Hicks to leave executive session; motion carried.

## **BOARD OF SUPERVISORS**

- ◆ *Resolution 334-2023*

Supervisor Hicks asked will there be a new resolution and the laidover resolution at the Board meeting?

County Administrator, Chris DeBolt, said yes. The Planning and Environmental Quality Committee approved him to draft two new resolutions. One, addressing the concerns of the County with the relocation of individuals in need of emergency assistance within Ontario County without a call for the Chairman to declare a State of Emergency; and one, stating that if New York City doesn't work with Ontario County to come up with a plan then they will request the Chairman to declare a State of Emergency. The laidover resolution will also be on the agenda under unfinished business.

Supervisor Marshall feels that we should take a formal action to protect the County from improper planning from another municipality.

## **ADJOURNMENT**

Motion to adjourn was made at 3:23 PM by Supervisor Kennedy, seconded by Supervisor Marshall. The motion carried.

**RESPECTFULLY  
SUBMITTED**

Kristin A. Voss, Clerk to the Board

Approved

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