



GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:30 PM

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

October 20, 2021

MEMBERS PRESENT

In Person: Supervisors Rich Russell, David Baker, Gregory Bendzlowicz (1:46), Tamara Hicks, Dom Vedora, Fred Wille.

Via WebEx: Supervisor Cathy Menikotz

OTHERS PRESENT

In Person: Supervisor Todd Campbell, County Administrator Chris DeBolt, County Attorney Holly Adams, Finance Director Mary Gates, County Attorney Nathan Thomas, Sr. Fiscal Manager Michael Wojcik, Jackie Shaffer from Eastern Shore Associates, and Clerk to the Board Kristin Mueller.

Via WebEx: Chairman Marren, County Clerk Matt Hoose, Safety Coordinator Sherman Manchester, Human Resources Director Michele Smith, Deputy Human Resources Director Lindsey Burgess.

CALL TO ORDER

The meeting of the Governmental Operations and Insurance Committee was called to order at 1:30 PM by Chairman Russell.

MINUTES

Motion to approve the minutes of the September 29, 2021 meeting was made by Supervisor Baker, seconded by Supervisor Wille, and carried.

FINANCE

Ms. Gates let the committee know that at the Ways and Means budget meeting they changed the County Administrator's budget to increase some of the team agencies funding. This increase in funding is from an increase of occupancy tax.

BOARD OF ELECTIONS

- ◆ *Resolution*

A resolution entitled, "Authorization to Contract with Naples Central School District for use of Voting Machines" was presented to committee.

Supervisor Wille motioned to approve the contract with Naples Central School district. Supervisor Hicks seconded the motion. The motion carried.

COUNTY CLERK

- ◆ *Resolutions*
- ◆ *Budget Transfer*

County Clerk, Matt Hoose, presented the following resolution entitled, "Creation of Index Clerk (Temporary) Position".

Supervisor Baker motioned to approve the creation of index clerk (temp) position. Supervisor Vedora seconded the motion. The motion carried.

County Clerk, Matt Hoose, presented the following resolution and budget transfer:

- Acceptance of Proposal and Authorization to Contract with Kofile/GOVOS to Provide Verification Services to the Office of County Clerk”.
- Budget transfer from contingency to cover the Kofile/GOVOS contract

Supervisor Vedora motioned to approve the contract with Kofile/GOVOS for verification services and budget transfer from contingency. Supervisor Hicks seconded the motion. The motion carried.

◆ *Update*

Mr. Hoose reported that in the Clerk’s Office real estate sales are tapering off but they have produced higher than expected mortgage tax revenue. Court transactions are also at an all-time high.

In the DMV he is not looking to fill any position at this time as DMV business has slowed down.

He has investigated an automated phone system as requested, but with talking to other counties that have implement such systems they have found them to not be successful. He will be looking into a scaled down version and will report back when he has more information.

He let the committee know that they are doing testing on scanning of documents as they come in. This will make the process of counter transactions similar to an e reporting transaction. This does slow down the process, but they are looking into better scanners to increase the speed of the process.

With everything that going on with the Sheriff’s Office it was decided that it is not a good idea at this time to consider the moving of the pistol permits to them.

INFORMATIONAL REPORTS

The committee accepted all reports and information submitted regarding:

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

Safety Coordinator, Sherman Manchester, reported that this cycle we have no new recordables for the county. The whole plan is up 5 recordables and 8 total injuries. The entire plan is still tracking ever other injury is a serious(recordable).

Motion to approve the workers compensation and safety reports was made by Supervisor Wille, seconded by Supervisor Vedora, and carried.

Motion to approve the MVA report was made by Supervisor Hicks, seconded by Supervisor Vedora, and carried.

COUNTY ADMINISTRATOR

♦ *Resolution*

County Administrator, Chris DeBolt, presented the following resolution entitled, “Authorizing Agreements 2022 Dog Control and Related Services Between Ontario County and Participating Municipalities”.

Supervisor Vedora motioned to approve the 2022 dog control contract. Supervisor Baker seconded the motion. The motion carried.

♦ *Update*

County Administrator, Chris DeBolt, gave the following updates:

- The employee flu clinic was held yesterday, and a vaccine clinic is being held today
- All schools have COVID testing machines
- Pooled testing will start tomorrow at the schools with unvaccinated staff
- Regional Counties are all still all over in the number of COVID cases they are getting daily
- Vaccine clinic will continue to be held on Wednesdays

INSURANCE

Ms. Shaffer reviewed the insurance renewal policy proposals. The NYMIR projection for 2022 is up 9.7% over last year at \$145,383. The property policy has the largest increase do to adding a new location at the Honeoye wastewater treatment plant and adding the new filtration building. Changes were also made to the Gannett Hill park due to the way that the buildings were originally insured. Some were lumped together, and some were separate. Now all of the buildings are separate. Also, the Youth Care facility is vacant, so it needed it’s own policy. She is still waiting on the cyber policy due to not being able to quote until December, as she can’t do it more than 30 days prior to its renewal date.

Supervisor Baker motioned to approve the insurance renewal policies. Supervisor Bendzlowicz seconded the motion. The motion carried.

PRIVILEGE OF THE FLOOR

Supervisor Campbell let everyone know that the 209 Committee will be meeting tomorrow. They will be reviewing any information that has been received and discussions will continue with Chief Falbo. Most of the meeting will be in executive session, with a recap after executive session. The committee will now be on a two-week cycle at least for the next couple of months.

EXECUTIVE SESSION

At 2:18 PM, Supervisor Russell made the motion, seconded by Supervisor Vedora, to go into executive session regarding discussion on proposed, pending, or current litigation, and to confer with counsel; motion carried.

At 2:48 PM, Supervisor Vedora made the motion, seconded by Supervisor Wille, to leave executive session; motion carried.

At 2:49 PM, Supervisor Baker made the motion, seconded by Supervisor

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.

Bendzlowicz, to go into executive session regarding discussion 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, and to confer with counsel; motion carried.

At 3:24 PM, Supervisor Vedora made the motion, seconded by Supervisor Hicks, to leave executive session; motion carried.

ADJOURNMENT

Motion to adjourn was made at 3:25 PM by Supervisor Vedora, seconded by Supervisor Bendzlowicz and the motion carried.

**RESPECTFULLY
SUBMITTED**

Kristin A. Mueller, Clerk to the Board

Approved