



GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:30 PM

Location: 3019 County Complex Drive

2nd Floor, Room 204

Canandaigua, NY 14424

April 11, 2018

**MEMBERS
PRESENT**

Supervisors Jeffery Gallahan, Gregory Bendzlowicz, David Baker, Todd Campbell, Frederick Wille, and Dominick Vedora. Supervisor Westbrook was declared necessarily absent.

**OTHERS
PRESENT**

In addition to Committee Members: Deputy County Administrator Brian Young, Director of Finance Mary Gates, Safety Coordinator Sherman Manchester, County Attorney Gary Curtiss, Assistant County Attorneys Holly Adams, Michael Reinhardt, Leah Nacca, and Meghan Maslyn, Real Property Tax Director Robin Johnson, Archivist Rosemary Switzer, Human Resource Director Michele Smith, Human Resource Deputy Director Lindsey Burgess, Fiscal Manager Michael Wojcik, Election Commissioners Evangelista and Northrup, Mental Health Director Diane Johnston, and Clerk to the Board Kristin Mueller.

CALL TO ORDER

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

MINUTES

Motion to approve the minutes of March 21, 2018, made by Supervisor Baker, seconded by Supervisor Wille and carried.

**REAL PROPERTY
TAX SERVICES**

County Attorney Gary Curtiss explained that Guardian Glass has agreed to pre-pay \$54,000 to cover the short fall in the budgeted tax levy for 2018, this was caused by the late filing of the amended PILOT agreement. This will allow the county to make the budget whole for 2018 and allow for planning in the 2019 budget.

**RECORDS AND
ARCHIVES**

Archivist Rosemary Switzer presented a resolution entitled, "Renewal of Microfilm Service Contract Instream LLC DBA Biel's Information Technology Systems and Dept. of Records, Archives, & Information Services".

Motion to approve the resolution made by Supervisor Baker, seconded by Supervisor Campbell and carried.

**BOARD OF
ELECTIONS**

Commissioner Evangelista presented a resolution entitled, "Reclassifying Election Inspectors from Contractors to Employees of Ontario County Board of Elections".

Motion to approve the resolution made by Supervisor Baker, seconded by Supervisor Bendzlowicz and carried.

Commissioner Evangelista explained they are making this change to comply with IRS regulations. They are also looking at holding their training in June with a payroll and HR representative at the training to help inspectors fill out paperwork and answer questions. He also passed out paperwork to Supervisors to help the Board of Elections recruit new inspectors as they are currently falling short of the required inspectors

needed to run an election.

Commissioner Evangelista presented a resolution entitled, “Extension of Contract Phoenix Graphics, Inc. – Election Supplies”.

Motion to approve the resolution made by Supervisor Baker, seconded by Supervisor Campbell and carried.

**INFORMATIONAL
REPORTS**

The committee accepted all reports and information submitted regarding:

- a. Workers Compensation and Safety Reports
- b. Monthly MVA report

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

ACCIDENTS

Chairman Gallahan reported accident activity shows 48% of accidents in our county last month were deer-struck related.

**COUNTY
ADMINISTRATOR**

Deputy County Administrator Young informed the committee of the following items:

- Blue Zones presentations will be held on April 24th, 25th, 26th
- Municipal summit will be held on April 26th with a shared services discussion
- Citizens Academy begins on April 24th
- The County Administrators Office recently had a conference call with NYSAC regarding the new State budget.
- The Board Portal is coming along

**EXECUTIVE
SESSION**

At 1:48 PM, Supervisor Campbell made the motion, seconded by Supervisor Wille, to go into executive session regarding discussion on proposed, pending, or current litigation and to confer with counsel; motion carried.

At 2:03 PM, Supervisor Bendzlowicz made the motion, seconded by Supervisor Vedora, to leave executive session; motion carried.

ADJOURNMENT

Motion to adjourn made at 2:08 PM by Supervisor Campbell, seconded by Supervisor Wille and carried.

**RESPECTFULLY
SUBMITTED**

Kristin A. Mueller, Clerk to the Board