



# GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:30 PM

Location: 3019 County Complex Drive

2<sup>nd</sup> Floor, Room 204

Canandaigua, NY 14424

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May 2, 2018

## MEMBERS PRESENT

Supervisors Jeffery Gallahan, Gregory Bendzlowicz, David Baker, Todd Campbell, Frederick Wille, Dominick Vedora, and Westbrook.

## OTHERS PRESENT

In addition to Committee Members: County Administrator Mary Krause, Deputy County Administrator Brian Young, Director of Finance Mary Gates, Safety Coordinator Sherman Manchester, Assistant County Attorneys Holly Adams, Michael Reinhardt, and Art James, Real Property Tax Director Robin Johnson, Human Resource Director Michele Smith, Fiscal Manager Michael Wojcik, Chief Information Officer Sean Barry, Grant Coordinator Peter Brown, Civil Engineer Tim McElligott, Sr. Planner Maria Rudzinski, 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 April 11, 2018, made by Supervisor Westbrook, seconded by Supervisor Campbell and carried.

## REAL PROPERTY TAX SERVICES

Real Property Director Robin Johnson presented a resolution entitled, "Authorization to Participate in Defense of Real Property Tax Assessment Challenges Against the 2017 Final Assessment Roll".

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

## INFORMATION SERVICE

Chief Information Officer Sean Barry presented a resolution entitled, "Approval of Contract with Distributed Technologies Group LLC for Breach Detection Services".

This is an Ontario County based company that provided a no-cost software trial and this company performed better than our current detection service company.

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

## PUBLIC WORKS

Civil Engineer Tim McElligott from Public Works presented information regarding the Adopt-a-Highway Program.

Mr. McElligott and Ms. Jordan from the Planning Department are working on promoting the Core Values as part of Ontario Upward. They would like to restart the Adopt-a-highway program, which has been dormant since 2006. They have worked with the County Attorney's Office to create a release form for all participants to sign and insurance requirements for the organizations/companies that adopt sections of the highway. This would only be for County highways and will require a two year commitment. The clean ups days should be scheduled no less than twice a year between

May 1<sup>st</sup> and October 1<sup>st</sup>. The County will provide training, bags, portable signs, and safety vest to participants. They will also pick up the sealed bag after the scheduled cleanup. To help promote this campaign, they are going to put up road signs, do press releases, and place it on the county website.

**Motion to support** the Adopt-a-Highway Program was made by Supervisor Bendzlowicz, seconded by Supervisor Baker and carried.

**COUNTY  
ATTORNEY**

Mr. Reinhardt and Mr. Wojcik presented the proposed 2019-2020 risk retention fund budget. The only increase from last year was the consultant fee and that changes every two years.

**Motion to approve** the 2019-2020 risk retention fund budget was made by Supervisor Baker, seconded by Supervisor Westbrook and carried.

**INFORMATIONAL  
REPORTS**

The committee accepted all reports and information submitted regarding:

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

**Motion to approve** the reports was made by Supervisor Baker, seconded by Supervisor Westbrook and carried.

**PLANNING  
DEPARTMENT**

Sr. Planner Maria Rudzinski gave a brief update on the Manchester Roundhouse – Phase II Project. The Phase II Project will consist of the five acre lot being scanned using ground penetrating radar. This will allow them to see structures and objects under the ground. Providing significant data for the EPA and research to better plan where the sample bores will be done. To get accurate readings the site will need to be cleaned and cleared of debris. Ms. Rudzinski is looking to have a collaboration between the County, the Town and the Village of Manchester to complete this clearing.

**COUNTY  
ADMINISTRATOR**

County Administrator Kruase informed the committee of the following items:

- Blue Zones presentations went well reaching almost 600 residents
- The Municipal summit was held on April 26<sup>th</sup> and three sub-committees of the Shared Services Panel were formed.
- Citizens Academy is in its second week
- The Centralized Arraignment Program started this week.
- The Act Rochester Report Card was release and it appears to not have a lot of data regarding Ontario County

**EXECUTIVE  
SESSION**

At 2:27 PM, Supervisor Baker 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 2:33 PM, Supervisor Campbell made the motion, seconded by Supervisor Baker, to leave executive session; motion carried.

**ADJOURNMENT**

**Motion to adjourn** made at 2:33 PM by Supervisor Westbrook, seconded by Supervisor Wille and carried.

**RESPECTFULLY  
SUBMITTED**

Kristin A. Mueller, Clerk to the Board

**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.

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