



GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:30 PM

Location: 3019 County Complex Drive

2nd Floor, Room 204

Canandaigua, NY 14424

MARCH 20, 2019

**MEMBERS
PRESENT**

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

**OTHERS
PRESENT**

In addition to Committee Members: County Administrator Mary Krause, Deputy County Administrator Brian Young, Chairman Marren, Director of Finance Mary Gates, County Attorney Holly Adams, Assistant County Attorney's Michael Reinhardt and Arthur James, Deputy Human Resources Director Lindsey Burgess, Real Property Director Robin Johnson, Safety Coordinator Sherman Manchester, Sr. Fiscal Manager Michael Wojcik, Chief Information Officer Sean Barry, Director of Veteran Services Jeremy Marshall, Democratic Commissioner Charlie Evangelista, 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 Chair Gallahan

MINUTES

Motion to approve the minutes of February 27, 2019, made by Supervisor Baker, seconded by Supervisor Campbell and carried.

REAL PROPERTY

Real Property Director Robin Johnson presented the following two resolutions

- Authorizing Intermunicipal Cooperation Agreement with School Districts for Provision of School Tax Bill Preparation Services
- Authorization to Participate in Defense of Real Property Tax Assessment Challenges Against the 2018 Final Assessment Roll- Amended

Motion to approve these two resolutions as a block was made by Supervisor Baker, seconded by Supervisor Bendzlowicz and carried.

Supervisor Gallahan asked have costs stayed the same over time? Ms. Johnson noted that costs have remained mostly the same, but they have cut down on printing by not providing receipts with the bills and providing information on CD.

**INFORMATION
SERVICES**

Chief Information Officer Sean Barry presented a resolution entitled, "Approval of Intermunicipal Agreement Between the Town of Seneca and the County of Ontario for Information Technology Services"

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

This will continue to provide internet services and hosting of their data.

BOARD OF

Democratic Commissioner Charlie Evangelista presented a resolution entitled,

ELECTIONS

“Acceptance of Bid – Election Supplies”

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

Democratic Commissioner Charlie Evangelista presented a resolution entitled, “Authorization of Extension Agreement for Reimbursement of New York State Board of Elections Submission of HAVA Operations Expenses by the Boards of Elections (SHOEBOX) Costs – NYS BOE Contract #C003234”

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

Supervisor Campbell asked do you have to specify where the monies have come from over time. Mr. Evangelista stated that no we don't, the State knows this is for the carry over for all years and this year. This just says that the State approved the continued carryover of the funds.

Supervisor Baker asked should we be spending the money before the State doesn't let us roll over the funds anymore. Mr. Evangelista let the committee know that they are planning on using part of the funds this year to supplement the cost of the early voting that the State is putting in place, electronic poll books that will be needing, and early returns.

VETERAN SERVICES

Director of Veteran Services Jeremy Marshall presented a resolution entitled, “Designating National County Government Month – April 2019”

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

BOARD OF SUPERVISORS

Clerk Kristin Mueller presented a resolution entitled, “Reappointment – Ontario County Soil & Water Conservation District Board of Directors – Richard S. Russell”

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

HUMAN RESOURCES

Deputy Human Resources Director Lindsey Burgess presented a resolution entitled, “Authorization for Assignment of Contract with USI Insurance Services, Inc. for Workers' Compensation and Disability Third Party Administration Services to OMNI Underwriting Managers, LLC DBA FutureComp”

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

COUNTY ADMINISTRATOR

County Administrator Mary Krause presented a resolution entitled, “Reappointment to Finger Lakes Community College Board of Trustees – Donald H. Cass”

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

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.

**INFORMATIONAL
REPORTS**

The committee accepted all reports and information submitted regarding:

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

Mr. Manchester reported that there are no new recordable injuries since the last meeting. The 1st quarter is tracking higher than normal due to many slips, trips, and falls. He is continuing his HAB training and just finished a chainsaw safety course.

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

**COUNTY
ADMINISTRATOR
UPDATE**

Mr. Young let the committee know that Ms. Gates and he met again with the Humane Society and they are in good shape for being in compliance after their review, and have a few action items they are working on. Ms. Gates and he will do another follow up to make sure their Board training has been completed.

County Administrator Krause informed the committee of the following items:

- The Board retreat will be held on Thursday, May 16th
- Citizen academy registration is now at twenty-six, four spots are still open
- Mr. Young is still working on 2018 shared services reimbursement paperwork
- The Municipal Summit will be held on April 25th, they are hoping to have a NYSAC speaker, and hold a shared services panel for 2020
- Ms. Krause, Mr. Young, and Ms. Gates will be meeting with new Partnership for Ontario County Director on Thursday.

**EXECUTIVE
SESSION**

At 1:56 PM, Supervisor Campbell 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 2:32 PM, Supervisor Bendzlowicz made the motion, seconded by Supervisor Wille, to leave executive session; motion carried.

ADJOURNMENT

Motion to adjourn made at 2:33 PM by Supervisor Campbell, seconded by Supervisor Baker and carried.

**RESPECTFULLY
SUBMITTED**

Kristin A. Mueller, Clerk to the Board