



GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:30 PM

Location: 3019 County Complex Drive

2nd Floor, Room 204

Canandaigua, NY 14424

February 5, 2020

MEMBERS PRESENT Supervisors Jeff Gallahan, David Baker, Gregory Bendzlowicz, Dom Vedora, Fredrick Wille, Todd Campbell, and Catherine Menikotz.

OTHERS PRESENT In addition to Committee Members: County Administrator Mary Krause, Deputy County Administrator Brian Young, Deputy Director of Finance Lorrie Scarrott, County Attorney Holly Adams, Assistant County Attorneys Lea Nacca and Michael Reinhardt, Real Property Tax Director Robin Johnson, Human Resources Director Michele Smith, Grants Coordinator Peter Brown, Safety Coordinator Sherman Manchester, County Clerk Matt Hoose, IT Director Sean Barry, Records Management Officer Rosemary Switzer, Jackie Shaffer of Eastern Shore Insurance, 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 Chairman Gallahan.

MINUTES Motion to approve the minutes of the January 15, 2020 meeting was made by Supervisor Bendzlowicz, seconded by Supervisor Baker and carried.

REAL PROPERTY

♦ *Resolutions*

Real Property Tax Director Robin Johnson presented the following resolutions:

- Cancellation of Uncollectible Tax – 2020 County Town Tax
- Resolution of Approval – Fischer – Correction of Error – 2020 County/Town Tax Roll
- Authorization to Participate in Defense of Real Property Tax Assessment Challenges Against the 2019 Final Assessment Roll

Supervisor Baker motioned to approve the Real Property resolutions as presented as a block. Supervisor Campbell seconded the motion. The motion carried

COUNTY CLERK

Matt Hoose gave an update on the amendment of Real Property Law No. 291 that was passed by NYS Legislature requiring the County Clerk to mail a written notice to the owner of record of a conveyance recorded in the Clerk's Office beginning March 11th. The Law also provides the county Clerk to provide a reasonable fee to cover the cost of the mailings. He noted that the County Clerks Association agreed upon a set fee across the state in the amount of \$10. Mr. Hoose further explained the details of what documents are included in a conveyance and is asking the Attorney General for a clarification. Mr. Hoose discussed the added workload and the estimated time. Additional discussion took place. Supervisor Baker suggested a detailed breakdown of the cost to see if it truly reflects the cost set. He suggested it may be more than what is estimated. Supervisor Gallahan said he would like to see

a resolution for the next meeting to approve the setting of the cost. Supervisor Campbell also said that the resolution should reflect the cost that is set is be

RAIMS

Addendum

Rosemary Switzer presented a resolution at no cost to the County for the purchase data imaging services with NYSID. The purchase is covered by the NYS Archive shared services grant.

Supervisor Baker motioned to approve the resolution with the amended corrections and a start date of February 13th. Supervisor Bendzlowicz seconded the motion. Motion carried.

INFORMATION TECHNOLOGY

♦ *Resolutions:*

Chief Information Officer Sean Barry presented the following resolutions:

- Approval of Contract with Bonadio & Co., LLC for HIPAA Risk Assessment
- Renewal of Contract for Service and Repair of County Printers
- Renewal of Contract with Canandaigua Quick Print for Printing Services

Supervisor Menikotz motioned to approve the Information Technology resolutions as presented as a block with amending the start date of the first resolution with Bonadio to February 14th. Supervisor Baker seconded the motion. The motion carried

BOARD OF SUPERVISORS

♦ *Resolutions:*

Deputy Clerk Diane Foster presented the following resolutions:

- Appointment – Fish and Wildlife Management Act Board – Teed
- Appointment – Fish and Wildlife Management Act Board – VanBortel

Supervisor Baker motioned to approve these resolutions as a block. Supervisor Bendzlowicz seconded the motion. The motion carried

HUMAN SERVICES

♦ *Informational*

Michele Smith updated the Committee on the Regulatory Compliance Quarterly Report and 2019 Annual Report.

Ms. Smith presented the Worker's Comp Sheet of the detailed statements and the summary.

INSURANCE

♦ *Update*

Jackie Shaffer noted she is currently working with the actuaries for the report. She said the Town of Farmington will be hosting a NYMIR backhoe loader safety training sometime in April. She will have an exact date by the next meeting.

INFORMATIONAL REPORTS

The committee accepted all reports and information submitted regarding:

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

Mr. Manchester noted the trend of accidents noting Ontario County doing well comparing to National and State statistics.

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.

Mr. Manchester reported that Excavator Training is good for five years but requires renewal training even though the certificate is good for five years. The Town of Seneca is arranging to have something in house. All the highway and water department folks should be informed.

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

**COUNTY
ADMINISTRATOR**

- ♦ **Resolution:**
Authorization Agreement – Partnership for Ontario County, Inc. – Leadership Ontario Administrative Support

Deputy County Administrator Brain Young presented the following resolution entitled, “Authorization Agreement – Partnership for Ontario County, Inc. – Leadership Ontario Administrative Support” noting an amendment to the start date of February 13, 2020.

Supervisor Baker motioned to approve the resolution, seconded by Supervisor Bendzlowicz. The motion carried.

**COUNTY
ADMINISTRATOR
UPDATE**

County Administrator Mary Krause informed the committee of the following items:

- Brian Young updated the Committee noting the Ontario County Humane Society has scheduled an organizational meeting on March 10th to discuss the direction they want to go.
- 2019 Accomplishments of the offices
- Congratulations to Brian Young for completing the County Government Institute at NYSAC
- At NYSAC there is a lot of advocacy regarding Medicaid and other impacts such as the VLT and psychiatric facilities

EXECUTIVE SESSION

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

**COUNTY
ATTORNEY**

Supervisor Bendzlowicz motioned to approve the proposed settlement by the County Attorney’s office for the Alexander case. Supervisor Baker seconded the motion. The motion carried.

ADJOURNMENT

Motion to adjourn was made at 2:34 PM by Supervisor Baker, seconded by Supervisor Bendzlowicz and carried.

**RESPECTFULLY
SUBMITTED**

Diane R. Foster, Deputy Clerk to the Board