



GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:30 PM

Location: 3019 County Complex Drive
2nd Floor, Room 204
Canandaigua, NY 14424

May 22, 2019

**MEMBERS
PRESENT**

Supervisors Jeffery Gallahan, Gregory Bendzlowicz, David Baker, Todd Campbell, Catherine Menikotz, Dominick Vedora, and Fred Wille.

**OTHERS
PRESENT**

In addition to Committee Members: Board Chair Jack Marren, County Administrator Mary Krause, Director of Finance Mary Gates, County Attorney Holly Adams, Director of Planning Tom Harvey, Senior Planner Maria Rudzinski, Director of Information Services Sean Barry, Director of Real Property Tax Services Robin Johnson, Deputy Director of Real Property Tax Services Donna LaPlant, Human Resources Director Michele Smith, Deputy Director of Human Resources Lindsey Burgess, Director of Office for the Aging Irene Coveny, Senior Fiscal Manager Michael Wojcik, Grants Manager Peter Brown, John Parrott of Finger Lakes Partners Insurance, Confidential Secretary Judy Manntai.

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 May 1, 2019, made by Supervisor Bendzlowicz, seconded by Supervisor Vedora, and carried.

**HUMAN
RESOURCES**

Director Michele Smith presented the following resolution:

- Acceptance of Funds from N.Y.S. Occupational Safety and Health Hazard Abatement Grant – Ontario County Human Resources

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

**COUNTY
ATTORNEY**

County Attorney Holly Adams presented the proposed 2020-2021 Risk Retention Fund Budget - Revised. The revised budget is a net savings of approximately \$27,000 over the previously submitted budget.

Motion to approve the *revised* 2020-2021 Risk Retention Fund Budget was made by Supervisor Baker, seconded by Supervisor Bendzlowicz, and carried.

- INFORMATIONAL REPORTS** The committee accepted all reports and information submitted regarding:
- a. Workers Compensation and Safety Reports
 - b. MVA Report

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

OFFICE FOR THE AGING Director of Office for the Aging Irene Coveny met with the Committee to discuss Volunteer Insurance. It was affirmed by the Committee that the policy should be renewed and should cover the average number of volunteers. An increase in the number of volunteers covered will increase the policy by approximately three times the current cost which will be covered through Community Services for the Elderly Program funding.

PLANNING Senior Planner Maria Rudzinski and Director of Planning Tom Harvey presented a PowerPoint update on the Freight Rail Corridor Development Plan, including next steps for the Manchester Roundhouse and Fuel Building.

REAL PROPERTY TAX SERVICES Director of Real Property Tax Services Robin Johnson presented and reviewed the 2019 PILOT Agreement report. An update on the Geneva City IDA properties (Tops and Gas Station Kiosk) will be brought to the next meeting.

INFORMATION SERVICES Information Services Director Sean Barry presented the following resolutions:

- Adopting the Ontario County Electronic Signatures and Records Policy
Motion to approve the resolution made by Supervisor Baker, seconded by Supervisor Campbell, and carried.
- Authorizing Electronic Signature and Adopting the Rensselaer County Business Analysis and Risk Assessment Dated October 2016
Motion to approve the resolution made by Supervisor Campbell, seconded by Supervisor Vedora, and carried.
- Authorizing a Contract with Discover eGov for Electronic Contract Management Software
Motion to approve the resolution made by Supervisor Vedora, seconded by Supervisor Bendzlowicz, and carried.
- Authorizing a Contract with Discover eGov for Civil Service Software System
Motion to approve the resolution made by Supervisor Vedora, seconded by Supervisor Menikotz, 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.

**COUNTY
ADMINISTRATOR
UPDATE**

County Administrator Krause informed the committee of the following items:

- Humane Society – DEC inspection of crematorium resulting in citations which have been corrected.
- Twenty-five people graduated from the 3rd Annual Citizen’s Academy on May 21st.
- Board Retreat on May 16th focused on tourism and revenue enhancement and replacement post Landfill income.
- Shared Services Panel meeting is scheduled for June 27th.
- Ms. Krause has been asked to serve on Geneva 2020 Advisory Board.

**EXECUTIVE
SESSION**

At 2:38 PM, Supervisor Baker made the motion, seconded by Supervisor Bendzlowicz, to go into executive session regarding personnel matters, and to confer with counsel; motion carried.

At 2:47 PM, Supervisor Baker made the motion, seconded by Supervisor Bendzlowicz, to leave executive session; motion carried.

**BOARD OF
SUPERVISORS**

Chairman Gallahan presented the following two resolutions:

- Reappointment of Mary A. Krause – Ontario County Administrator
- Reappointment of Brian H. Young – Deputy County Administrator

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

Expressions of appreciation were made by members of the Committee.

ADJOURNMENT

Motion to adjourn made at 2:48 PM by Supervisor Campbell, seconded by Supervisor Bendzlowicz, and carried.

**RESPECTFULLY
SUBMITTED**

Judy Manntai, Confidential Secretary