



GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:00 PM

Location: WebEx and 3019 County Complex Dr., Room 204, Canandaigua, NY 14424

August 12, 2020

MEMBERS PRESENT

In Person: Supervisors Jeff Gallahan (1:15 pm), David Baker, and Todd Campbell.

Via WebEx: Supervisors Gregory Bendzlowicz, Dom Vedora, Catherine Menikotz (1:45 pm), and Frederick Wille (1:29 pm).

OTHERS PRESENT

In Person: Interim County Administrator Brian Young, County Attorney Holly Adams, Director of Finance Mary Gates, Human Resources Director Michele Smith, Public Health Director Mary Beer, Assistant County Attorney Mike Reinhardt, Chief Information Officer Sean Barry, Democratic Commissioner Charlie Evangelista, Deputy Clerk to the Board Diane Foster.

Via WebEx: Chairman Marren, Supervisors Peter Ingalsbe and Fred Lightfoote, First Assistant County Attorney Lea Nacca, Assistant County Attorney Nathan Thomas, Deputy Real Property Director Donna LaPlant, Archivist Rosemary Switzer, County Clerk Matt Hoose, Sr. Fiscal Manager Michael Wojcik, Safety Coordinator Sherman Manchester, Jackie Shaffer of Eastern Shore Insurance, and Grants Coordinator Peter Brown.

CALL TO ORDER

The meeting of the Governmental Operations and Insurance Committee was called to order at 1:00 PM by Vice - Chairman Bendzlowicz.

MINUTES

Motion to approve the minutes of the July 1, 2020 meeting was made by Supervisor Vedora, seconded by Supervisor Campbell and carried.

PUBLIC HEALTH

♦ Update

Public Health Director, Mary Beer, presented the following COVID-19 updates:

- 358 total positive cases
- 0 new cases
- 1 hospitalized
- 0 new deaths
- 314 people have recovered
- They are working with school districts for reopening

PUBLIC SAFETY

- ### ♦ Resolution: Acceptance of State Homeland Security Program Grant (SHSP FY20 ~ CFDA #97.067) Ontario County Emergency Management

A resolution to accept funding from NYS Homeland Security was presented to committee for approval.

Supervisor Baker motioned to amend this resolution by removing the license plate readers and providing a breakdown of what department and the amount of funding that they will be receiving. Supervisor Vedora seconded the motion. The motion carried.

Supervisors Gallahan and Bendzlowicz voted “no” on the amendment.

Supervisor Baker motioned to approve the acceptance of grant funding from New York State Homeland Security as amended. Supervisor Campbell seconded the motion. The motion carried.

BOARD OF ELECTIONS

- ◆ **Resolution: Resolution to Increase Charges to Cities and Towns by the Ontario County Board of Elections**

Democratic Commissioner Charlie Evangelista presented a resolution to increase charges to Cities and Towns. The costs to them have been the same for 15 years and the costs to Board of Elections have dramatically increased.

Discussion ensued about the 50% increase and how hard it would hit the Cities and Towns.

Supervisor Baker motioned to amend resolution to change the increase in the charge to \$250 for 2021 then and additional \$250 for 2022. This would increase the charges by the same amount just spaced over two years. Supervisor Campbell seconded the motion. The motion carried.

Committee also recommended that Board of Elections review the charges again in 2022.

Supervisor Baker motioned to approve the resolution to increase charges to Cities and Towns by the Board of Elections as amended. Supervisor Campbell seconded the motion. The motion carried.
- ◆ **Budget Review: AA1450**

Democratic Commissioner Charlie Evangelista reviewed the Board of Election’s budget. They will need some new equipment but this will be covered under the shoebox grant money.

Supervisor Gallahan noted that with election costs are skyrocketing and all the changes from the State. The department should start looking at how to change/update the department and procedures.

Supervisor Baker motioned to approve budget AA1450 as presented with the adjustment for the change in the charge’s resolution. Supervisor Campbell seconded the motion. The motion carried.

BOARD OF SUPERVISORS

- ◆ **Budget Review:**
 - ◆ **AA1010 Board of Supervisors**

Clerk Kristin Mueller presented budgets AA1010 and AA1920.
 - ◆ **AA1920 Municipal Association Dues**

Supervisor Campbell motioned to approve the budgets AA1010 and AA1920 as presented as a block. Supervisor Baker seconded the motion. The motion carried.

COUNTY ATTORNEY

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.

- ◆ *Budget Review:*
 - ◆ *AA1430 County Attorney's Office*
 - ◆ *AA1710, 1722, 1930 MS Fund (Risk Retention/Self Insurance)*

Ms. Adams reviewed the County Attorney's budget and the self insurance budget was approved earlier this year.

Supervisor Baker motioned to approve the budgets presented by the County Attorney as a block. Supervisor Campbell seconded the motion. The motion carried.

COUNTY CLERK

- ◆ *Budget Review:*
 - ◆ *AAC103 DMV Office*
 - ◆ *AA1410 County Clerk's Office*

Mr. Hoose presented both his budgets. They were able to meet the 2021 budget guidelines. They were also able to increase revenues in both budgets.

Supervisor Campbell motioned to approve the budgets presented by the County Clerk as a block. Supervisor Bendzlowicz seconded the motion. The motion carried.

INFORMATION TECHNOLOGY

- ◆ *Resolution: Approval of Contract Amendment with Pictometry International Corp. for Aerial Photography Flyers*
- ◆ *Budget Review: AA1680 Information Technology Department*

Mr. Barry presented a resolution to amended Pictometry International's contract. Mr. Barry note that this is for an extra flight with better imagery.

There was discussion on if this could be put off for a year. It was concluded that it could wait a year and that the committee all agreed to hold this resolution for a year.

Supervisor Baker motioned to approve the resolution to amend the contract with Pictometry International Corp. Supervisor Campbell seconded the motion. The motion did not carry after discussion.

Mr. Barry presented budget AA1680. They were able to reduce their .4's by 5.5%.

Supervisor Baker motioned to approve budget AA1680 as presented. Supervisor Campbell seconded the motion. The motion carried.

HUMAN RESOURCES

- ◆ *Budget Review: AAC108 Regulatory Compliance*
- ◆ *Informational: Compliance Committee Quarterly Report*

Ms. Smith reviewed the AAC108 budget. They were able to decrease some of the budget for the breach audit. Grant funds will be used to pay for this, this will be adjusted before going to the Ways and Means budget review.

Supervisor Baker motioned to approve budget AAC108 as adjusted. Supervisor Campbell seconded the motion. The motion carried.

Ms. Smith presented the quarterly report for the Compliance Committee. This report has two quarters due to Covid. They are catching up on a few complaints that have come in and have been following up with departments and employees. To date about 70% County employees have completed their required training.

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RAIMS

- ◆ *Budget Review: AA1460 RAIMS*

Ms. Switzer reviewed her budget. She was able to meet the 2021 budget guidelines.

Supervisor Campbell motioned to approve budgets AA1460 as presented as a block. Supervisor Baker seconded the motion. The motion carried.

REAL PROPERTY

- ◆ *Budget Review:*
 - ◆ *AA1335 Real Property*
 - ◆ *AAQ100 Real Property Tax Defense*

Ms. LaPlant reviewed the two Real Property budgets. They are anticipating a slight decrease in revenues due to less revalues taking place. They were able to meet the 2021 budget guidelines.

Supervisor Campbell motioned to approve budget AA1335 and AAQ100 as presented. Supervisor Bendzlowicz seconded the motion. The motion carried.

INSURANCE

Ms. Shaffer noted that estimated rates are looking like they are going down about 9% this year for the public official's line item. Overall rates are down about .01%. NYMIR is pushing the use of their online university. COVID has brought about an increase in cyber-attacks. She is also seeing umbrella limits being accessed.

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 recordables in the county or the plan since the last meeting. He is anticipating injuries to continue to be down from last year. The current HAB grant has ended, and he is still waiting on some reimbursements. The 2020-2021 HAB grant board has not met and he is not sure when awards will take place.

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

COUNTY ADMINISTRATOR

- ◆ *Budget Review:*
 - ◆ *AAC1010 Team Agencies*
 - ◆ *CM Fund Animal Control*
 - ◆ *AA1230 County Administrator's Office*

Mr. Young reviewed the team agencies and animal control budgets. The team agencies contracts were decreased to meet the 2021 guidelines. The animal control budget was increased slightly to cover some buildings and grounds work that needs to be completed. The AA1230 budget was able to meet the 2021 budget guidelines by lowering .4's and reducing some contracts.

Supervisor Baker motioned to approve budgets AAC1010, CM Fund Animal Control, and AA1230 as presented. Supervisor Campbell seconded the motion. The motion carried.

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◆ *Update*

Interim County Administrator, Brian Young, informed the committee of the following items:

- He thanked the finance department for all their hard work on department budgets this cycle
- On August 18th there will be a ceremony for the dedicated of Susan B. Anthony Lane
- An email will be sent out to set up tours of 74 Ontario St. for Supervisors

EXECUTIVE SESSION

At 2:55 PM, Supervisor Baker made the motion, seconded by Supervisor Campbell, to go into executive session regarding discussion on proposed, pending, or current litigation, and to confer with counsel; motion carried.

At 3:15 PM, Supervisor Bendzlowicz made the motion, seconded by Supervisor Campbell, to leave executive session; motion carried.

ADJOURNMENT

Motion to adjourn was made at 3:16 PM by Supervisor Baker, seconded by Supervisor Campbell and the motion carried.

**RESPECTFULLY
SUBMITTED**

Kristin A. Mueller, Clerk to the Board