



GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:00 PM

Location: 3019 County Complex Drive

2nd Floor, Room 204

Canandaigua, NY 14424

August 14, 2019

MEMBERS PRESENT Supervisors Jeffrey Gallahan, David Baker, Todd Campbell, Catherine Menikotz, and Dominick Vedora. Supervisors Gregory Bendzlowicz and Fredrick Wille were declared necessarily absent.

OTHERS PRESENT In addition to Committee Members: County Administrator Mary Krause, Deputy County Administrator Brian Young, Director of Finance Mary Gates, County Attorney Holly Adams, Assistant County Attorneys Art James and Meghan Maslyn, Real Property Director Robin Johnson, Deputy Real Property Director Donna LaPlant, Chief Information Officer Sean Barry, Democratic Commissioner Charlies Evangelista, Republican Commissioner Mike Northrup, County Clerk Matt Hoose, Archivist Rosemary Switzer, Human Resources Director Michele Smith, Deputy Human Resource Director Lindsey Burgess, Safety Coordinator Sherman Manchester, Sr. Fiscal Manager Michael Wojcik, 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 1:00 PM by Chairman Gallahan.

MINUTES Motion to approve the minutes of July 24, 2019, was made by Supervisor Baker, seconded by Supervisor Campbell and carried.

BOARD OF ELECTIONS

♦ *Budget Review* The Board of Elections budget is up due to new mandates with early voting. They are going to phase in increases in the charge backs to the municipalities to get closer to the true costs of the elections.

Supervisor Baker motioned to approve the Board of Elections budget with changes presented. Supervisor Menikotz seconded the motion. The motion carried.

BOARD OF SUPERVISORS

♦ *Resolution: Change in Location of Regular Board Meeting Farmington Town Hall, Farmington, NY* Supervisor Baker motioned to approve the resolution to move the October 3, 2019 Board of Supervisors meeting. Supervisor Campbell seconded the motion. The motion carried.

October 3, 2019

- ♦ *Budget Review* Supervisor Baker motioned to approve the Board of Supervisors budget. Supervisor Campbell seconded the motion. The motion carried.

COUNTY ATTORNEY

- ♦ *Resolution: Authorizing Order of Consent* Ms. Adams and Mr. James discussed with committee the settlement with the DEC for violations at the crematorium.
Supervisor Campbell motioned to approve the order of consent. Supervisor Menikotz seconded the motion. The motion carried.
- ♦ *Budget Review* There are no changes in the already approved self-insurance budget. There is a slight increase in the County Attorney budget due to possible retirements.
Supervisor Baker motioned to approve the County Attorney's budget. Supervisor Campbell seconded the motion. The motion carried.

COUNTY CLERK

- ♦ *Budget Review*
 - *DMV*
 - *Clerk's Office*The DMV revenue budget accurately reflects the DMV keeping dealer transactions that last year were proposed to be taken out of the 2020 budget, now that the State has decided to not take them over.
Supervisor Baker motioned to approve the DMV's budget. Supervisor Campbell seconded the motion. The motion carried.
The Clerk's Office revenues are down a little due to real estate transaction trending downward.
Supervisor Baker motioned to approve the Clerk's Office budget. Supervisor Campbell seconded the motion. The motion carried.

HUMAN RESOURCES

- ♦ *Budget Review – Regulatory Compliance* There is an increase from 2019 for the IT compliance audit that is done every other year.
Supervisor Baker motioned to approve the regulatory compliance budget. Supervisor Campbell seconded the motion. The motion carried.

INFORMATION SERVICES

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* Mr. Barry noted that the IS budget is down this year. This is with a possible retirement and increases in revenue with the contracts with other municipalities.

Supervisor Campbell motioned to approve the Information Services budget. Supervisor Vedora seconded the motion. The motion carried.

RAIMS

- ◆ *Budget Review* Supervisor Menikotz motioned to approve the Records, Archives, and Information Management Services budget. Supervisor Campbell seconded the motion. The motion carried.

REAL PROPERTY

- ◆ *Budget Review* Personnel and fringe costs are up in 2020 due to the department now being fully staffed. A change to move a .5 line to a .4 line was requested.

Supervisor Vedora motioned to approve the Real Property Tax Services budget with the change requested. Supervisor Menikotz seconded the motion. The motion carried.

INFORMATIONAL REPORTS

The committee accepted all reports and information submitted regarding:

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

Mr. Manchester noted that there were three more recordable injuries this period. We are trending a little less than 2016. He was recently elected as a director with a Stateside Safety Networking Group.

Mr. Gallahan noted that the deer - car accidents were at 34% this cycle.

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

COUNTY ADMINISTRATOR

- ◆ *Resolution:*
Reappointment of
Robin L. Johnson
Director of Real
Property Tax Services
II Supervisor Baker motioned to approve the reappointment of Robin L. Johnson. Supervisor Campbell seconded the motion. The motion carried.

- ◆ *Budget Review*
 - *County* The County Administrator budget has an increase for first year of Leadership Ontario.

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Administrator

- *Team Agencies* Supervisor Baker motioned to approve the County Administrator’s budget.
- *Animal Control* Supervisor Vedora seconded the motion. The motion carried.

The team agencies budget is decrease due to tourism’s budget going down from occupancy tax. This is from the loss of the Inn on the Lake this year and part of next. They would like to make the change to budget with more updated numbers for tourism. Two increases from team agencies were requested this year. One from historical and one from Soil and Water. The Historical Society will not be getting an increase due to the Visitors Connections being able to help them with financial assistance. They are requesting that Soil and Water be granted their request as this would offset cost with the administration of the septic system replacement fund. All other team agencies would remain flat.

Supervisor Vedora motioned to approve the Team Agency’s budget, as amended Supervisor Campbell seconded the motion. The motion carried.

The animal control budget is proposing to eliminate the vehicle support and maintenance over the next few years.

Supervisor Campbell motioned to approve the Animal control budget. Supervisor Vedora seconded the motion. The motion carried.

COUNTY ADMINISTRATOR UPDATE

County Administrator Krause informed the committee of the following items:

- A shared services email was sent to supervisors and asked to have responses back to Brian by Friday
- A Board workshop will be held on September 12th prior to board meeting.

EXECUTIVE SESSION

At 2:16 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 2:21 PM, Supervisor Campbell made the motion, seconded by Supervisor Menikotz, to leave executive session; motion carried.

ADJOURNMENT

Motion to adjourn was made at 2:22 PM by Supervisor Campbell, seconded by Supervisor Vedora and carried.

RESPECTFULLY SUBMITTED

Kristin A. Mueller, Clerk to the Board