



GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:30 PM

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

September 23, 2020

MEMBERS PRESENT

In Person: Supervisors Jeff Gallahan and Todd Campbell.

Via WebEx: Supervisors David Baker, Gregory Bendzlowicz, Catherine Menikotz, Dom Vedora, and Frederick Wille.

OTHERS PRESENT

In Person: Interim County Administrator Brian Young, County Attorney Holly Adams, Public Health Director Mary Beer, First Assistant Lea Nacca, Republican Commissioner Michael Northrup, and Deputy Clerk to the Board Diane Foster.

Via WebEx: Chairman Marren, Human Resources Director Michele Smith, County Attorney Mike Reinhardt, Archivist Rosemary Switzer, Jackie Shaffer of Eastern Shore Insurance, Safety Coordinator Sherman Manchester, 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 September 2, 2020 meeting was made by Supervisor Campbell, seconded by Supervisor Bendzlowicz and carried.

PUBLIC HEALTH

♦ *Update*

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

- 455 Total positive cases since we started tracking
- 0 New cases today
- 0 Currently hospitalized
- 0 New deaths
- 46 Cases have been related to Colleges
- 25 People are currently being isolated after testing positive
- 242 People have been in contact with a positive person and are being quarantined

RAIMS

♦ **Resolution:** *Authorization for Use of State Records Retention and Disposition*

Ms. Switzer presented a resolution to use the new state record retention and disposition schedule. This will replace the current CO-2 Schedule

Supervisor Wille motioned to approve the use of the new state record retention and disposition schedule. Supervisor Menikotz seconded the motion. The motion carried.

COUNTY ATTORNEY

♦ **Resolution:** *Amending*

Ms. Adams presented a resolution to amend the County's current video

the Video Security Surveillance Policy for Ontario County Property and Premises

security surveillance policy.

Supervisor Menikotz motioned to approve the amendment to the video security surveillance policy for Ontario County. Supervisor Vedora seconded the motion. The motion carried.

HUMAN RESOURCES

- ◆ *Informational: Ongoing Discussions with the Seneca Nation Regarding the County Seal*

Ms. Smith reported that Dr. Covington from FLCC reached out to herself and the County Administrator to see if they could use the county seal within the FLCC seal. When this request came in research began on the county seal. It was found that even though it has been used for over 200 years it was never officially adopted by the County. Ms. Smith is currently speaking with the Seneca Nation regarding the seal and the continued use of the seal. They are proposing a slightly different depiction of the seal. They would like to see the Indigenous person offering the Canandaigua treaty to an American person. We are waiting on a graphic from the Seneca Nation with this depiction. Discussion regarding the seal ensued.

INFORMATIONAL REPORTS

The committee accepted all reports and information submitted regarding:

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

Mr. Manchester reported there were no new recordable injuries from the last meeting. If we keep up the current rate, we should finish the year at about 13 or 14 recordable injuries. Total injuries are at 28 and we should finish the year at about 36- 40 total injuries. We should be lower than 2019, 2018, and 2017 numbers. Mr. Manchester noted that he has not received any information yet regarding the 2021 HAB grant.

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

INSURANCE

- ◆ *Update*

Ms. Shaffer recently meet with County staff to get better numbers to use for budgets. She hopes to have firm numbers by the October meeting. She is still waiting on some information.

COUNTY ADMINISTRATOR

- ◆ **Resolution:**
Reappointment of Michael J. Northrup – Commissioner of Elections

Mr. Young presented a resolution to reappoint Michael Northrup as the Republican election commissioner.

Supervisor Bendzlowicz motioned to approve the reappointment of Michael Northrup. Supervisor Campbell seconded the motion. The motion carried.

- ◆ **Resolution:** *Authorizing Agreements 2021 Dog Control and Related*

Mr. Young presented a resolution to approve the 2021 dog control agreements with the Towns and Cities. The rate is staying flat this year.

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.

Supervisor Campbell motioned to approve the 2021 dog control contracts. Supervisor Menikotz seconded the motion. The motion carried.

♦ *Update*

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

- The 3rd quarter pin ceremony will not be held in person, but the employees are being recognized
- NYSAC fall conference will be held virtually
- He sent the CDC guidance on Halloween and Thanksgiving
- The October 1st Board meeting will be held at 74 Ontario with a ribbon cutting at 6:00 pm.

BOARD OF ELECTIONS

Chairman Gallahan asked about absentee ballots that were sent out incorrectly. Commissioner Northrup let committee know that they have identified the 32 military ballots that were sent out incorrectly. The ballots will be voided if they are received back. They have sent these people corrected ballots. They have put into place a new protocol that two people will be reviewing all ballots prior sending out all absentee ballots from now on.

EXECUTIVE SESSION

At 2:16 PM, Supervisor Campbell made the motion, seconded by Supervisor Bendzlowicz, to go into executive session regarding discussion on proposed, pending, or current litigation, and to confer with counsel; motion carried.

At 2:49 PM, Supervisor Campbell made the motion, seconded by Supervisor Wille, to leave executive session; motion carried.

COUNTY ATTORNEY

Supervisor Bendzlowicz motioned to approve the County Attorney's office to offer a settlement of \$2,180.16 in resolution of the Maves case. Supervisor Baker seconded the motion. The motion carried.

Supervisor Menikotz motioned to approve the County Attorney's office to allow First Assistant County Attorney Lea Nacca to negotiation on the County's behalf per discussions by committee in executive session on the Perrin case. Supervisor Campbell seconded the motion. The motion carried.

Supervisor Baker voted "no" on this motion on the Perrin case.

ADJOURNMENT

Motion to adjourn was made at 2:51 PM by Supervisor Campbell, seconded by Supervisor Baker and the motion carried.

**RESPECTFULLY
SUBMITTED**

Kristin A. Mueller, Clerk to the Board