



GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:30 PM

Location: 3019 County Complex Drive

2nd Floor, Room 204

Canandaigua, NY 14424

September 25, 2019

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

OTHERS PRESENT In addition to Committee Members: Deputy County Administrator Brian Young, Director of Finance Mary Gates, County Attorney Holly Adams, Assistant County Michael Reinhardt, Democratic Commissioner Charlies Evangelista, Archivist Rosemary Switzer, Chief Information Officer Sean Barry, Human Resources Director Michele Smith, Planning Director Tom Harvey, Sr. Planner Maria Rudzinski, 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 Vice-Chairman Bendzlowicz.

MINUTES Motion to approve the minutes of September 4, 2019, was made by Supervisor Baker, seconded by Supervisor Campbell and carried.

BOARD OF ELECTIONS

- ♦ **Resolution:**
Acceptance of Grant from NYS Board of Elections, Electronic Poll Book Grant BOE01-COO4041-1110000
Democratic Commissioner Charlie Evangelista presented the following two resolutions entitled,
 - Acceptance of Grant from NYS Board of Elections, Electronic Poll Book Grant BOE01-COO4041-1110000
 - Authorization to Contract for Early Voting Electronic Poll Books

Supervisor Campbell motioned to amend the resolution to accept the grant to include the approval of the Ways and Means Committee and that the Finance Department be authorized to make any budgetary & accounting entries to effectuate the intent of this resolution. Supervisor Wille seconded the motion. The motion carried.

Supervisor Baker motioned to approve the Board of Election resolutions as amended as a block. Supervisor Campbell seconded the motion. The motion carried.

- ♦ **Resolution:**
Authorization to

RAIMS

- ◆ **Resolution:** 2019
Records Conservation Services – Records, Archives & Information Management Services and Kofile Technologies, Inc. Archivist Rosemary Switzer presented a resolution entitled, “2019 Records Conservation Services – Records, Archives & Information Management Services and Kofile Technologies, Inc.”
Supervisor Baker motioned to approve the contract with Kofile Technologies. Supervisor Vedora seconded the motion. The motion carried.

INFORMATION SERVICES

- ◆ **Resolution:** Approval of Amended Contract with Bergman Associates for Geographic Information Systems Technical Assistance
Chief Information Office Sean Barry presented a resolution entitled, “Approval of Amended Contract with Bergman Associates for Geographic Information Systems Technical Assistance”
Supervisor Menikotz motioned to approve the amended contract with Bergman Associates. Supervisor Baker seconded the motion. The motion carried.

PLANNING

- ◆ **Informational:**
Acceptance of the Rochester Area Community Foundation Historic Preservation 2019 Grant for a Manchester Roundhouse Building and Associated Buildings Condition Report
Supervisor Campbell motioned to approve the Manchester Roundhouse Building resolutions as a block. Supervisor Baker seconded the motion. The motion carried.
Planning Director Tom Harvey and Sr. Planner Maria Rudzinski gave a quick update and overview of the resolutions and project.
- ◆ **Informational:**
Acceptance of the NYS Empire State Development Incentive Proposal to Prepare the Manchester Yard Master Site Plan Redevelopment Strategy – Phase I

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.

**INFORMATIONAL
REPORTS**

The committee accepted all reports and information submitted regarding:

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

Mr. Manchester let the committee know that there was one new recordable accident since the last meeting. He is projecting 25 recordable accidents +/- 1 overall for 2019. We are still tracking similar to 2016. HAB grant training will begin in October. Mr. Manchester has recently submitted for FLCC SUNY training funds.

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

**COUNTY
ADMINISTRATOR
UPDATE**

Deputy County Administrator Young informed the committee of the following items:

- The NYSAC conference was last week. Chairman Marren was elected as President-elect of NYSAC, Ms. Krause chairs employee relations committee, and Ms. Gates is on the taxation and finance committee
- Shared services panel public hearings will be held on October 21st, 22nd and 23rd in Farmington, Victor, and Canandaigua.
- The shared services panel plan vote will be in early November.
- The next Board of Supervisors meeting will be held at Farmington Town Hall

**EXECUTIVE
SESSION**

At 1:49 PM, Supervisor Campbell made the motion, seconded by Supervisor Menikotz, to go into executive session regarding discussion on proposed, pending, or current litigation, and to confer with counsel; motion carried.

At 2:05 PM, Supervisor Campbell made the motion, seconded by Supervisor Baker, to leave executive session; motion carried.

**COUNTY
ATTORNEY**

Supervisor Vedora motioned to approve the proposed \$6,000 settlement by the County Attorney's office with Mr. Cruz. Supervisor Campbell seconded the motion. The motion carried.

ADJOURNMENT

Motion to adjourn was made at 2:07 PM by Supervisor Campbell, seconded by Supervisor Wille and carried.

**RESPECTFULLY
SUBMITTED**

Kristin A. Mueller, Clerk to the Board