



GOVERNMENTAL OPERATIONS AND INSURANCE COMMITTEE

Time: 1:30 PM

Location: WebEx and 74 Ontario St., 2nd Floor Committee Room 213, Canandaigua, NY 14424

May 5, 2021

MEMBERS PRESENT

In Person: Supervisors Rich Russell, David Baker, Gregory Bendzlowicz, and Fred Wille.

Via WebEx: Supervisors Tamara Hicks, Catherine Menikotz, and Dom Vedora.

OTHERS PRESENT

In Person: Supervisor Todd Campbell, County Administrator Chris DeBolt, County Attorney Holly Adams, First Assistant County Attorney Lea Nacca, Assistant County Attorney Art James, Chief Information Officer Sean Barry, and Deputy Clerk to the Board Diane Foster.

Via WebEx: Chairman Marren, Finance Director Mary Gates, Public Health Educator Christy Richards, Assistant County Attorney Mike Reinhardt, Human Resource Director Michele Smith Planning Director Tom Harvey, Sr. Fiscal Manager Michael Wojcik, Sr. Planner Maria Rudzinski, Archivist Rosemary Switzer, Republican Commissioner Mike Northrup, Safety Coordinator Sherman Manchester, Val Knoblauch from the Visitors Connection, Jackie Shaffer from Eastern Shore Associates, NYMIR representatives David Bloodgood and Michelle Leroux, 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 Russell.

PUBLIC HEALTH

♦ *Update*

Public Health Educator, Christy Richards, presented the following COVID-19 updates:

- 122 positive cases in the last 7 days
- Hospitalizations are decreasing
- 106 total deaths
- 52,960 people over the age of 18 have been vaccinated
- They are working with schools, colleges, and employers to set up clinics for them

MINUTES

Motion to approve the minutes of the April 14, 2021 meeting was made by Supervisor Wille, seconded by Supervisor Bendzlowicz, and carried.

INFORMATION TECHNOLOGY

♦ *Resolution*

Chief Information Officer Sean Barry presented a resolution entitled, "Transfer of Funds from Aerial Digital Imaging Reserve"

Supervisor Baker motioned to approve the transfer of reserve funds for aerial digital imaging. Supervisor Bendzlowicz seconded the motion. The motion carried.

RAIMS

◆ *Resolution*

Archivist Rosemary Switzer presented a resolution entitled, “Renewal of Microfilm Service Contract – Instream, LLC DBA Biels’ Information Technology Systema Corporation”

Supervisor Vedora motioned to approve the renewal of the microfilm service contract. Supervisor Baker seconded the motion. The motion carried.

PLANNING

◆ *Informational*

Senior Planning Ms. Rudzinski explained more about the sampling that needs to be completed at the Manchester Roundhouse site. She also touched slightly upon the type of contract that need to be executed to cover the liability for the County. Mr. James and Mr. Reinhardt explained to committee their concerns going forward on this project since we don’t own the property. Mr. Bloodgood from NYMIR let the committee know some ways for the County to go forward with the project and have liability coverage. Committee unanimously agreed that we should continue with the project and bring resolutions next cycle. They also added that they would like to ask Supervisor Phillips and Treasurer Baxter attend the next meeting to give more information regarding the site.

BOARD OF ELECTIONS

◆ *Resolution*

Republican Commissioner Mike Northrup presented a resolution entitled, “Authorization of Extension Agreement for Reimbursement of NYS Board of Elections “Submission of HAVA Operations Expenses by the Board of Elections” (SHOEBOX) Cost – NYS BOE Contract #C003234”

Supervisor Vedora motioned to approve the extension agreement for HAVA operations as presented. Supervisor Bendzlowicz 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 reported that we have only had 0 new county recordable injury since last committee meeting, and we are trending about the same as the past three years.

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

COUNTY ADMINISTRATOR

◆ *Resolution*

County Administrator Chris DeBolt presented a resolution entitled, “Reappointment of Sean Barry – Chief Information Officer”

Supervisor Vedora motioned to approve the reappointment of Sean Barry. Supervisor Bendzlowicz seconded the motion. The motion 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.

◆ *Update*

County Administrator, Chris DeBolt, gave the following updates:

- Staff is slowly starting to be more in person than remote, and this will continue through the spring
- The County is trying to work to with the school on vaccine guidance
- They are waiting on the State for guidance on parade

EXECUTIVE SESSION

At 2:23 PM, Supervisor Vedora 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 3:06 PM, Supervisor Baker made the motion, seconded by Supervisor Bendzlowicz, to leave executive session; motion carried.

COUNTY ATTORNEY

Supervisor Baker motioned to authorize the County Attorney's office to enter into a settlement agreement in the Knox case for an amount not to exceed \$2,500 and required personnel training in stipulated settlement. Also, to authorize the County Administrator to sign any and all documents required to execute the settlement in a form to be review and approved by the County Attorney. The motion was seconded by Supervisor Bendzlowicz. The motion carried.

ADJOURNMENT

Motion to adjourn was made at 3:10 PM by Supervisor Bendzlowicz, seconded by Supervisor Menikotz and the motion carried.

**RESPECTFULLY
SUBMITTED**

Kristin A. Mueller, Clerk to the Board