



EXECUTIVE COMMITTEE
February 19, 2015 at 11:30AM

COMMITTEE MEMBERS: Samuelson, Steingart, LaBuda, Vetter, Rouis, Gieger,
Edwards, Benson, Sorensen

I. COUNTY MANAGER'S MONTHLY REPORT

II. COUNTY ATTORNEY'S MONTHLY REPORT

III. PRESENTATION – None

IV. DISCUSSION

1. Vacancies

V. RESOLUTIONS :

1. Authorize the renewal of the Retainer Agreement with Bryan Kaplan, Esq for defense work
2. Create and immediately fill a part-time Breastfeeding peer counselor position for WIC
3. Authorize execution of transfer documents for the purchase of the existing 15 Bay T-Hangar at SCIA
4. Authorize donation of a generator to Hortonville Fire Department
5. Adjust salaries in the District Attorney's office
6. Reclassify a position in the Department of Family Services
7. Allocate funds to Catskill Association of Tourism Services (CATS)
8. Allocate funds to Delaware Highlands Conservancy
9. Allocate funds to the Upper Delaware Scenic Byway, Inc.
10. Authorize 2015 annual contract with Cornell Cooperative Extension
11. Authorize 2015 annual contract with Creative Think Tank, Inc.
12. Authorize 2015 annual contract Delaware Valley Arts Alliance (DVAA)
13. Authorize 2015 annual contract with Federation of Sportsmen's Clubs of Sullivan County
14. Authorize 2015 annual contract with Sullivan County Head Start, Inc.
15. Authorize 2015 annual contract with Hospice of Orange and Sullivan Counties
16. Authorize 2015 annual contract with the Sullivan County Library Alliance
17. Authorize 2015 annual contract with Literacy Volunteers of Sullivan County
18. Authorize 2015 contract with Sullivan County Chamber for Nonprofit Leadership Summit
19. Authorize 2015 annual contract with Partnership for Economic Development
20. Authorize 2015 annual contract Sullivan Alliance for Sustainable Development (SASD)
21. Authorize 2015 annual contract Sullivan County Soil and Water Conservation District
22. Authorize contract with Community Action Commission to Help the Economy (CACHE)
23. Authorize a Memorandum of Agreement with the Sullivan County Soil and Water Conservation District for watershed planning and the Stream Maintenance Programs
24. Accepting the recommendations of the Sullivan County Solid Waste/Recycling Fee Greivance Committee
25. Reappoint three members to the Community Services Board
26. Authorize payment to the Secretary for the Charter Review Commission

VI. PUBLIC COMMENT

Vacancy Request Fact Sheet

Date: 2/19/2015

Department: DFS

Department Head: Joseph A. Todora

Position/Duties: Family Services Attorney

Budget Position#: 2508 *✓ ggy*

Responsible for providing legal counsel and representation to the Commissioner of Family Services and to officers and employees of the County Family Services Department. Answers technical legal questions relating to the administration of family service programs and general administration of the Family Services Department. Prepares a variety of legal documents, provides legal advice, performs legal research and files liens and/or claims and petitions.

Salary: \$ ~~80,000.00~~ 71,348.

Benefits: \$ ~~42,932.00~~ 39,982

Total Cost: \$ ~~122,932.00~~ 111,330

County Share: \$ ~~29,106.00~~ 26,385

Federal Share: \$ ~~72,246.02~~ 65,462

State Share: \$ ~~21,579.98~~ 19,483

Other:

Mandated:

Budgeted: Budget Line: A.6010.54.10 \$80,000.00

A.6010.54.80 \$21,579.98

Date of Vacancy: 2/17/2015

Notes:

Date Received _____

Date Reviewed _____

Approved _____

Committee Vote:

Denied _____

YES _____ NO _____

Held _____

Reviewed: *William R. Moon*
William R. Moon, Deputy Commissioner DFS

Vacancy Request Fact Sheet

Date: January 28, 2015

Department: Dept. of Community Services

Department Head: Joe Todora, Director; DCS

Position/Duties: Assistant Social Worker II (#2105) / This person provides care coordination/management to clients with serious mental health illness by engaging in developing social supports in their environment and refer clients to other agencies. With the Affordable Care Act changing regulations and the start of Health Homes this position is critical.

Salary: \$35,866 / \$37,754

Benefits: \$27,134 / \$27,635

Total Cost: \$63,000 / \$65,389

County Share: \$0

Federal Share: 0

State Share: 0

Other: Revenues ^{\$63,000 / \$65,389} ~~\$51,812~~ / \$54,201 plus from Medicaid, Medicare, 3rd party insurance & billing

Mandated: No

Budgeted: Yes **Budget Line:** A4320-42

Date of Vacancy: 1/23/2015

Notes: Previous person took a leave of absence 8/9/14

Date Received <u>1/29/15</u>	Date Reviewed _____
Approved _____	Committee Vote:
Denied _____	YES _____ NO _____
Held _____	

Vacancy Request Fact Sheet

Date: January 28, 2015

Department: Dept. of Community Services

Department Head: Joe Todora, Director; DCS *JTB*

Position/Duties: Assistant Social Worker II (#721) / This person provides care coordination/management to clients with serious mental health illness by engaging in developing social supports in their environment and refer clients to other agencies. With the Affordable Care Act changing regulations and the start of Health Homes this position is critical.

Salary: \$35,866 / \$37,754

Benefits: \$27,134 / \$27,635

Total Cost: \$63,000 / \$65,389

County Share: \$11,188

Federal Share: 0

State Share: 0

Other: Revenues \$51,812 / \$54,201 plus from Medicaid, Medicare, 3rd party insurance & billing

Mandated: No

Budgeted: Yes **Budget Line:** A4320-42

Date of Vacancy: 1/23/2015

Notes: Previous person resigned 1/23/15

Date Received <u>1/29/15</u>	Date Reviewed _____
Approved _____	Committee Vote:
Denied _____	YES _____ NO _____
Held _____	

Vacancy Request Fact Sheet

Date: 02/03/15

Department: Sheriff's Office - Patrol

Department Head: Sheriff Mike Schiff

Position / Duties:

Deputy Sheriff - Pos. #593 *copy*

Salary: \$52,337.00

Benefits: \$31,545.00

Total Cost: \$83,882.00

County Share: \$83,882.00

Federal Share:

State Share:

Other:

Mandated: No

Budgeted: Yes No

Budget Line: A3110-29

Date of Vacancy: 9/20/14

Notes:

Permission to fill vacancy was received on 6/19/14. Vacancy is a result of backfilling positions through the ranks to lieutenant. Salary is entry rate of \$51,387 + \$950 uniform allowance.

<i>For Administrative/Legislative Use ONLY</i>	
Date Received <u>2/4/15</u>	Date Reviewed _____
Approved _____	Committee Vote:
Denied _____	Yes ___ No ___
Held _____	

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Vacancy Request Fact Sheet

Date: 02/02/15

Department: Division of Public Works

Department Head: Edward McAndrew

Position / Duties: *✓*

Position #1537 - Motor Equipment Operator - This position involves operating automotive & construction equipment removing snow, transporting sand, stone asphalt & other materials & supplies; operates sanders, rollers & other paving equipment; operates an air compressor breaking pavement & chain saws in clearing brush and trimming trees; performs manual labor such as loading trucks, digging ditches, cleaning basins, installing guide rail.

Salary: \$47,406.00

Benefits: \$34,917.51

Total Cost: \$82,323.51

County Share: \$82,323.51

Federal Share:

State Share:

Other:

Mandated:

Budgeted: Yes No

Budget Line: D-5110-45

Date of Vacancy: February 2, 2015

Notes:

The County has a clause in the CBA with LIU 17 to maintain 128 positions and this is one of those positions. Backfill needed should a DPW employee be promoted to this position.

<i>For Administrative/Legislative Use ONLY</i>	
Date Received <u>2/9/15</u>	Date Reviewed _____
Approved _____	Committee Vote:
Denied _____	Yes ___ No ___
Held _____	

Vacancy Request Fact Sheet

Date: February 1, 2015

Department: Dept. of Community Services

Department Head: Joe Todora, Director; DCS

Position/Duties: Assistant Social Worker II (#2106) / This person provides care coordination/management to clients with serious mental health illness by engaging in developing social supports in their environment and refer clients to other agencies. With the Affordable Care Act changing regulations and the implementation of Health Homes last year, this position is now more critical than ever.

Salary: \$35,866 / \$37,754

Benefits: \$27,134 / \$27,635

Total Cost: \$63,000 / \$65,389

County Share: \$11,188

Federal Share: 0

State Share: 0

Other: Revenues \$51,812 / \$54,201 plus from Medicaid, Medicare, 3rd party insurance & billing

Mandated: No

Budgeted: Yes **Budget Line:** A4320-42

Date of Vacancy: 2/1/2015

Notes: Previous person retired 1/31/15

Date Received <u>1/29/15</u>	Date Reviewed _____
Approved _____	Committee Vote:
Denied _____	YES _____ NO _____
Held _____	

Vacancy Request Fact Sheet

Date: 2/9/15 _____

Department: Public Health Services

Department Head: Nancy McGraw, Public Health Director

Position/Duties: Nutritionist (position #4082.2594) *✓*

Salary: \$38,426 (Entry)

Benefits: \$30,506

Total Cost: \$68,932

County Share: \$0

Federal Share: \$57,834

State Share: \$11,098

Other: \$0

Mandated: Yes

Budgeted: Yes **Budget Line:** A4082-10-1011 – Personal Services Regular Pay and for the various benefits: A4082-80-8001 through A4082-80-8007

Date of Vacancy: Employee resigned effective 2/25/15

Notes: The personnel costs of this position are fully covered by the WIC grant. It is critical to fill this position as soon as possibly in order to maintain current level of services to the public. Training for new WIC nutritionists is very lengthy and involved and we historically have difficulty finding qualified applicants.

Date Received 2/11/15

Date Reviewed _____

Approved _____

Committee Vote:

Denied _____

Yes _____ **No** _____

Held _____

Resolution No. _____

RESOLUTION NO. ____ INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE RENEWAL OF THE RETAINER AGREEMENT WITH BRYAN KAPLAN, ESQ., FOR DEFENSE WORK DONE ON BEHALF OF SULLIVAN COUNTY

WHEREAS, pursuant to Resolution No. 34-98 the County of Sullivan (“County”) entered into a contract with Appelbaum, Bauman & Appelbaum (the “Firm”) which authorized the Firm to handle the defense of municipal liability claims for a period of three years, starting at \$63,000 in 1998 and \$1,000 increase in 1999 & 2000, and

WHEREAS, the Firm was again retained for the defense of municipal tort matters in 2001 for four years in the amount of \$66,000 annually, and

WHEREAS, in 2005 the Firm’s partners separated and Harold Bauman entered into an agreement with the County for the defense of tort actions for \$66,000, and

WHEREAS, in 2007 Mr. Bauman’s contract was renewed through 2008 in the amount of \$66,000, and

WHEREAS, pursuant to Resolution No. 193-08 the County entered into a Retainer Agreement with the Law Firm of Bryan Kaplan, Esq. which authorized Mr. Kaplan to handle the defense of municipal liability claims, i.e. tort actions, against the County in State Court, and

WHEREAS, one reason why that work was assigned to outside counsel was that under the County’s insurance agreement, if outside counsel was employed and if a tort matter resulted in a substantial award, the outside counsel’s costs could count towards the County’s self insured retention, and

WHEREAS, in 2009 the Retainer Agreement with Mr. Kaplan provided that he would receive a flat annual fee of \$66,000.00 to handle all such cases, through the stages of initial response, Section 50-h hearings, motions, discovery and disposition. He was also to have received an additional \$750.00 per day for actual trial days, if any, and \$125.00 per hour for appellate work, if any, and

WHEREAS, commencing in 2010, in consideration of the County’s financial condition Mr. Kaplan assisted the County by agreeing to reductions in the annual flat fee, and

WHEREAS, currently the flat fee portion of the retainer is \$50,000.00 and,

WHEREAS, the Retainer Agreement expired on December 31, 2014, and

WHEREAS, the County Attorney and the County’s Director of Risk Management and Insurance are very satisfied with the defense work provided by Mr. Kaplan and believe it is in the

County's best interest to extend the agreement so as to assure a continuity of his excellent representation, and

WHEREAS, in review of Mr. Kaplan's flat annual fee over the years the County Attorney and Director of Risk Management recommend the Retainer Agreement with Mr. Kaplan be extended through December 31, 2015 in the amount of \$58,000.00, plus disbursements.

WHEREAS, the County Attorney and the Director of Risk Management believe that at the very least the Retainer Agreement should be restored to the original amount of \$66,000 in two steps over two years.

NOW THEREFORE BE IT RESOLVED, that the County Manager is hereby authorized to execute an agreement, approved as to form by the County Attorney, extending the aforesaid Retainer Agreement with Bryan Kaplan, Esq., through December 31, 2015 in the amount of \$58,000.00, plus disbursements.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2015.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: County Attorney's Office

Re: Request for Consideration of a Resolution: to extend the retainer agreement with B. Kaplan

Date: December 11, 2014

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

This resolution can be tabled and submitted in the January Executive Committee as Bryan Kaplan will continue to provide services to the County. The resolution is to renew Kaplan's retainer agreement through 2015 for \$58,000.00 plus disbursements/expenses.

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 58,000.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A-1420-40-4008

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>58,000.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

*(Pending Adoption of
2015 Budget)*

Request for Authority to Enter into Contract with [Bryan Kaplan] of [_____]

Nature of Other Party to Contract: Professional Other: _____

Duration of Contract: From 01/01/2015 To 12/31/2015

Is this a renewal of a prior Contract? Yes No _____

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2013 To 12/31/2014

Amount authorized by prior contract(s): 50,000.00

Resolutions authorizing prior contracts (Resolution #s): 193-08, 563-11 & 407-12

Future Renewal Options if any: _____

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

The County's attorney's fees in State Court can be added towards the County's self insured retention.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 58000.00 plus disbursements & trial/appellate hourly, if any

Efforts made to find Less Costly alternative: _____

Efforts made to share costs with another agency or governmental entity:

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

Not Applicable. Kf

Person(s) responsible for monitoring contract (Title): County Attorney

Pre-Legislative Approvals:

- A. Director of Purchasing: Kathy Jones Date 12.12.14
B. Management and Budget: Janet My Date 12/15/14
C. Law Department: S. Gasquid Date 12-11-14
D. County Manager: _____ Date _____
E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO CREATE
AND IMMEDIATELY FILL A PART-TIME BREASTFEEDING PEER COUNSELOR
POSITION FOR THE WIC PROGRAM AT PUBLIC HEALTH SERVICES**

WHEREAS, the Public Health Services Department has a need for a Part-Time Breastfeeding Peer Counselor for the WIC Program due to a significant increase in the caseload of the program over the last year, and

WHEREAS, Public Health Services has been directed by the New York State Department of Health, and is fully funded, to fill this position with federal USDA dollars effective immediately, and

WHEREAS, this position will exist as long as the federal funds are available.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby creates the position of Part-time Breastfeeding Peer Counselor for the WIC Program at Public Health Services.

**Moved by
Seconded by
and declared duly adopted on motion**

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Nancy McGraw, Public Health Director

Re: Request for Consideration of a Resolution: To create and fill position

Date: February 17, 2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

Additional WIC funding has become available to implement enhanced breastfeeding support to improve maternal/infant health outcomes. We need to fill the position ASAP per contractual obligations.

Is subject of Resolution mandated? Explain:

N/A

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 12,283.00

Are funds already budgeted? Yes No

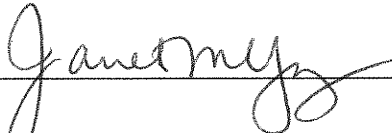
If "Yes" specify appropriation code(s): 4082-10-1011 & 4082-80-8001-8007

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ _____	Grant(s)	\$ _____
State	\$ <u>1,978.00</u>	Other	\$ _____
Federal Government	\$ <u>10,305.00</u>	(Specify)	_____

Verified by Budget Office: _____



Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with _____ of _____

Nature of Other Party to Contract: Professional _____ Other: _____

Duration of Contract: From _____ To _____

Is this a renewal of a prior Contract? Yes ___ No

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): _____

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No ___

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): _____

Efforts made to find Less Costly alternative:

Efforts made to share costs with another agency or governmental entity:

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

Not Applicable PKf

Person(s) responsible for monitoring contract (Title): Nancy McGraw, Public Health Director

Pre-Legislative Approvals:

- A. Director of Purchasing: Nancy Jones Date 2/17/15
- B. Management and Budget: Jamie Myers Date 2/17/15
- C. Law Department: Robert L. ... Date 2/17/15
- D. County Manager: Jack ... Date 2/17/15
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

RESOLUTION NO. _____ INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE EXECUTION OF TRANSFER DOCUMENTS FOR THE PURCHASE OF THE EXISTING 15 BAY T-HANGAR BUILDING AT SULLIVAN COUNTY INTERNATIONAL AIRPORT

WHEREAS, pursuant to Resolution No. 178-14 the County of Sullivan Legislature approved of the purchase of the 15 Bay T-Hangar and authorized the County Manager to execute all necessary contracts in order to accept the Aviation Capital Grant Program Offer from the New York State Department of Transportation (the "Grant"); and

WHEREAS, the purchase price of the 15 Bay T-Hangar is \$300,000.00; and

WHEREAS, the two appraisals of the 15 Bay T-Hanger have determined its value to be in excess of \$300,000.00; and

WHEREAS, in order to complete the purchase of the 15 Bay T-Hangar, certain documents for the transfer of real property need to be executed by the Chairman of the Legislature

NOW THEREFORE BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the Chairman of the Sullivan County Legislature to execute all necessary transfer documents to complete the purchase of the 15 Bay T-Hangar, said transfer documents to be in such form as the County Attorney shall approve; and

BE IS FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2015.

RESOLUTION NO. 178-14 INTRODUCED BY THE PUBLIC WORKS COMMITTEE TO AUTHORIZE THE ACCEPTANCE OF AN AVIATION CAPITAL GRANT PROGRAM OFFER FROM THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION (NYSDOT) FOR THE SULLIVAN COUNTY INTERNATIONAL AIRPORT (SCIA) FOR PURCHASE OF THE EXISTING 15 BAY T-HANGAR BUILDING AT SCIA (“THE PROJECT”)

WHEREAS, Mr. Benton currently holds the lease for the 15 Bay T-Hangar of which an original construction cost and improvements has been determined to be approximately \$530,000.00 in year 2004; and

WHEREAS, Mr. Benton’s lease agreement with the County has twenty years remaining on a thirty year lease; and

WHEREAS, Mr. Benton has a offered to sell the 15 Bay T-Hangar to the County for a purchase price of \$300,000.00, subject to the results of an appraisal to determine the value of the hangar; and

WHEREAS, the Sullivan County Division of Public Works applied for a grant to fund the purchase of the hangar at SCIA under Aviation Capital Grant Program through the NYSDOT; and

WHEREAS, the NYSDOT has approved the Purchase and extended a grant offer in the amount of \$310,000.00 to purchase the hangar, subject to the results of an appraisal; and

WHEREAS, the grant is issued at 90% State participation and 10% County participation.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature approves the Purchase of the Hangar and authorizes the County Manager to execute all necessary contracts in order to accept the grant, said contracts to be in such form as the County Attorney shall approve, on behalf of the County with the NYSDOT, in connection with the Project; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be filed with the NYSDOT by attaching it to any necessary contracts in connection with the Project; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved by Mr. Rouis, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion May 15, 2014.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr:

Re: Request for Consideration of a Resolution: To authorize execution of transfer documents

Date: 2/19/15

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

Authorize execution of transfer documents for the purchase of the existing 15 bay T-hangar building at the Sullivan County International Airport.

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes ___ No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ _____

Are funds already budgeted? Yes ___ No ___

If "Yes" specify appropriation code(s): _____

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ _____	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: _____

Does Resolution request Authority to Enter into a Contract? Yes ___ No

If "Yes", provide information requested on Pages 2 and 3.

Request for Authority to Enter into Contract with [_____] of
[_____]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From _____ To _____

Is this a renewal of a prior Contract? Yes ___ No ___

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): _____

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No ___

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): _____

Efforts made to find Less Costly alternative:

Efforts made to share costs with another agency or governmental entity:

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

not Applicable

Person(s) responsible for monitoring contract (Title): _____

Pre-Legislative Approvals:

A. Director of Purchasing: [Signature] Date 2/17/15

B. Management and Budget: _____ Date _____

C. Law Department: [Signature] Date 2/17/15

D. County Manager: [Signature] Date 2/17/15

E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

RESOLUTION NO. _____ INTRODUCED BY CHAIRMAN SAMUELSON AT THE EXECUTIVE COMMITTEE TO DECLARE THE COUNTY OWNED GENERAC GENERATOR "SURPLUS PROPERTY" AND TO AUTHORIZE THE SULLIVAN COUNTY SHERIFF'S OFFICE TO DONATE THE GENERAC GENERATOR TO THE HORTONVILLE FIRE DISTRICT

WHEREAS, the County of Sullivan is in possession of a 1985 Ford D800 3 ½ ton, VIN # 1FDYD80U2FVA20010, unladen weight 8945, diesel, 8 cylinders vehicle , with a Generac Generator attached thereto (the "Generator"); and

WHEREAS, the Sullivan County Sheriff's Office acquired the aforementioned vehicle with the Generator as a donation from the White Lake Fire District; and

WHEREAS, the Generator is no longer of use to the County and is surplus equipment;
and

WHEREAS, given the condition and age of the Generator, it is of indeterminate value;
and

WHEREAS, the Hortonville Fire District is willing to remove the Generator from the 1985 Ford D800 vehicle at its current location at the Maplewood facility at its own expense; and

WHEREAS, the Sullivan County Sheriff's Office is desirous of transferring the Generator to the Hortonville Fire District.

NOW THEREFORE BE IT RESOLVED, that the Sullivan County Legislature hereby approves the transfer of the Generator to the Hortonville Fire District and authorizes the County Manager to execute any documents to effect said transfer.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2015.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Sheriff Michael Schiff

Re: Request for Consideration of a Resolution: Donate surplus property

Date: 2/19/15

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To declare a generator as surplus property and donate it to the Hortonville Fire District.

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes ___ No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ _____

Are funds already budgeted? Yes ___ No ___

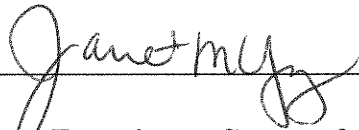
If "Yes" specify appropriation code(s): _____

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ _____	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: _____



Does Resolution request Authority to Enter into a Contract? Yes ___ No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [_____] of
[_____]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From _____ To _____

Is this a renewal of a prior Contract? Yes ___ No ___

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): _____

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No ___

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): _____

Efforts made to find Less Costly alternative:

Efforts made to share costs with another agency or governmental entity:

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

Did not go thru procurement *AKF*

Person(s) responsible for monitoring contract (Title): _____

Pre-Legislative Approvals:

- A. Director of Purchasing: *T. Ashby Jones* Date *2/18/15*
- B. Management and Budget: *Janet M. Goy* Date *2/18/15*
- C. Law Department: *S. Gasque* Date *2/18*
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. _____ INTRODUCED BY THE EXECUTIVE
COMMITTEE TO ADJUST THE SALARIES OF EMPLOYEES OF THE OFFICE OF
DISTRICT ATTORNEY**

WHEREAS, the Sullivan County District Attorney's Office encountered a vacancy in fiscal year 2014 in Assistant District Attorney 2, and;

WHEREAS, on November 20, 2014, the Legislature voted unanimously to authorize the filling of the vacant ADA 2 position and further, approved the filling of the position with backfills, and the District Attorney having filled the position at the entry level and backfilling the vacant positions with current experienced and trained staff, and;

WHEREAS, the salaries currently allotted to the current staff, including Assistant District Attorney positions, Confidential Secretary and District Attorney Investigators are not reflective of the respective experience level and length of service to the County, and to the Sullivan County District Attorney's Office and that simply backfilling these positions would result in inequitable distribution of the personal services line in the District Attorney's budget, based upon experience and responsibility levels within the office;

WHEREAS, the District Attorney has budgeted for fiscal year 2015, \$1,173,208.00 for personal services and, as a result of the reallocation reflected below the personal services line of the District Attorney's Office would be cut by \$ 8,750.00;

WHEREAS, the current allocation of personal services is not currently reflective of the current production, experience, responsibility and work load of these employees;

WHEREAS, the Sullivan County District Attorney has reviewed the personal services compensation structure and determined that compensation should be modified to accurately reflect the additional work load, experience level, length of service and work performance provided to the County as follows for the positions currently budgeted and the Assistant District Attorneys and support staff listed below, without any additional increases to the personal services budget line of the office, as follows:

Position	Current	New	Increase/Decrease
ADA 1 – 1689	\$90,900	\$92,000	Increase \$1,100
ADA 2 – 237	\$87,693	\$84,820	Decrease \$2,873
ADA 3 – 818	\$82,820	\$70,988	Decrease \$11,832
ADA 4 – 748	\$63,618	\$60,525	Decrease \$3,093
ADA 5 – 587	\$54,525	\$56,212	Increase \$1,687
ADA 6 – 770	\$53,212	\$52,885	Decrease \$327
ADA 7 – 885	\$50,889	\$50,385	Decrease \$504
Conf. Sec DA – 20	\$42,885	\$47,000	Increase \$4,115
DA Inv. – 1901	\$52,773	\$54,250	Increase \$1,477
DA Inv. – 2259	\$50,500	\$52,000	Increase \$1,500

WHEREAS, the proposed compensation adjustments will not increase the Sullivan County District Attorney's Office personal services budget line, and the reallocation of the above positions will decrease the personnel services budget line in the total amount of \$8,750.00.

NOW, THEREFORE, BE IT RESOLVED, that the salaries as set forth above be adjusted as of March 1, 2015.

DRAFT

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: James R. Farrell, District Attorney

Re: Request for Consideration of a Resolution: To adjust the salaries of Office of District Attorney Staff

Date: February 11, 2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

Vacancy in ADA 2 and approval by legislature for hiring with backfills. District Attorney reallocated personal services lines in the backfilled positions and increased salaries of Conf. Sec. and 2 DA Investigators to properly reflect levels of experience, responsibility and years of service to the County resulting in a \$8,750 reduction in the personal services line for budget year 2015.

Is subject of Resolution mandated? Explain:

No, funds are already budgeted for 2015 and the resulting adjustments will result in a decrease in the personal services line of the Office of DA's budget by \$8,750

Does Resolution require expenditure of funds? Yes ___ No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ _____

Are funds already budgeted? Yes No ___

If "Yes" specify appropriation code(s): Personal services line of DA budget

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$-8,750.00	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: 

Does Resolution request Authority to Enter into a Contract? Yes ___ No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with _____ of _____

Nature of Other Party to Contract: .

Other:

Duration of Contract: From _____ To _____

Is this a renewal of a prior Contract? Yes ___ No ___

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): _____

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No ___

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): _____

Efforts made to find Less Costly alternative:

This resolution reduces the DA's personal services budget which would otherwise not be reduced if positions were simply backfilled

Efforts made to share costs with another agency or governmental entity:

Not applicable

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

Not applicable

Person(s) responsible for monitoring contract (Title): _____

Pre-Legislative Approvals:

- A. Director of Purchasing: Ayson Lewis Date 2/18/15
- B. Management and Budget: Janet My Date 2/18/15
- C. Law Department: S. Gasger Date 2/18
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

RESOLUTION NO _____ INTRODUCED BY EXECUTIVE COMMITTEE TO RECLASSIFY A POSITION IN THE DEPARTMENT OF FAMILY SERVICES

WHEREAS, there is currently an employee in the position (Position No. 0214) designated as Senior Caseworker in the Department of Family Services; and

WHEREAS, A job classification questionnaire was filled out by said employee and her supervisor and it has been determined by the Personnel Officer that the said employee is currently assigned some duties that are above her current title of Senior Caseworker; and

WHEREAS, the Acting Commissioner of Family Services feels that the title should be reclassified to Case Supervisor, which will encompass her current duties and meet the needs of the Department of Family Services.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the reclassification of position 0214 in the Department of Family Services from Senior Caseworker to Case Supervisor effective immediately.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2015.

COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO

To: Sullivan County Legislature

Fr: Joe Todora, Acting Commissioner DHFS

Re: Request for Consideration of a Resolution: Upgrade a caseworker title to a case supervisor title

Date: 12/18/2014

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

to fill the need for a supervisory position in the Adult Protective Unit of the Department of Family Services. *- To reclassify current position -*

Currently working out of title for existing position occupied by employee

Is subject of Resolution mandated? Explain:

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ ~~4,201.00~~ *4,217*

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s):

If "No", specify proposed source of funds:

Budget Modification

Estimated Cost Breakdown by Source:

County ~~\$2,830.00~~ *590* Grant(s) \$ _____

State ~~\$980.00~~ *1687* Other \$ _____

Federal Government ~~\$1,750.00~~ *1940* (Specify) Diff. between funded budget position and title upgrade to Grade X.

Verified by Budget Office:

Janet Myz

Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with _____ of

Nature of Other Party to Contract: ·

Other:

Duration of Contract: From _____ To _____

Is this a renewal of a prior Contract? Yes ___ No ___

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): _____

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No ___

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): _____

Efforts made to find Less Costly alternative:

Efforts made to share costs with another agency or governmental entity:

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

_____ *Not Applicable* _____

Person(s) responsible for monitoring contract (Title): _____

Pre-Legislative Approvals:

- A. Director of Purchasing: *[Signature]* Date 2/18/15
- B. Management and Budget: *[Signature]* Date 2/18/15
- C. Law Department: *S. Gasgur* Date 2/18
- D. County Manager: _____ Date _____
- E. Commissioner: _____ Date _____

Vetted in _____ Committee on _____

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO APPROPRIATE \$12,312 TO CATSKILL ASSOCIATION OF TOURISM SERVICES (CATS) FOR PROMOTION OF REGIONAL TOURISM

WHEREAS, Resolution No. 470-01 provided for an appropriation for promotion of regional tourism,

WHEREAS, each county within the region agreed to contribute funding for regional tourism marketing as per the terms of Senator John Bonacic's initiative, and

WHEREAS, the County of Sullivan is a member of the region and as such committed to participating in regional promotion.

NOW, THEREFORE, BE IT RESOLVED, that \$12,312 be appropriated for the promotion of regional tourism payable to Catskill Association of Tourism Services for the fiscal year 2015, and

BE IT FURTHER RESOLVED, that compliance with all of the reporting requirements of this resolution and resolution 149-14 shall be a precondition for continued eligibility for funding by the County of Sullivan.

COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO

To: Sullivan County Legislature

Fr: Joshua Potosek, Acting County Manager

Re: Request for Consideration of a Resolution: To appropriate \$12,312 to CATS

Date: 2/19/15

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To appropriate \$12,312 to Catskill association of Tourism Services (CATS) for
promotion of Regional Tourism

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 12,312.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A7560-40-4028

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County \$ 12,312.00 Grant(s) \$ _____

State \$ _____ Other \$ _____

Federal Government \$ _____ (Specify) _____

Verified by Budget Office: 

Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2 and 3.

Request for Authority to Enter into Contract with [_____] of
[Catskill Association of Tourism _____]

Nature of Other Party to Contract: Not-For-Profit Corporation Other:

Duration of Contract: From 01/01/2015 To 12/31/2015

Is this a renewal of a prior Contract? Yes No _____

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2014 To 12/31/2014

Amount authorized by prior contract(s): 12,312.00

Resolutions authorizing prior contracts (Resolution #s): 54-14

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

County does not have resources in-house

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$12,312

Efforts made to find Less Costly alternative:

It is a Regional Marketing Campaign (Unique Service)

Efforts made to share costs with another agency or governmental entity:

Terms of State Initiative

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)
Terms of Initiative

Person(s) responsible for monitoring contract (Title): County Manager Office

Pre-Legislative Approvals:

A. ^{Assistant} Director of Purchasing: Angela Lewis Date 2/18/15

B. Management and Budget: Janet My Date 2/18/15

C. Law Department: S. Yasgur Date 2/18

D. County Manager: _____ Date _____

E. Other as Required: _____ Date _____

Vetted in Executive Committee on 02/19/2015

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO
PROVIDE UP TO \$5,200 TO THE DELAWARE HIGHLANDS CONSERVANCY**

WHEREAS, the Sullivan County Legislature has supported efforts to publicize the presence of the national symbol, the American Bald Eagle, in the County for purposes of tourism development, and

WHEREAS, the increase in the number of these magnificent birds in the County has resulted in numerous newspaper articles and other publicity generating public attention to the area, and

WHEREAS, the Delaware Highlands Conservancy is solely responsible for guiding visitors to the observation sites, and

WHEREAS, the increase in the number of tourist throughout various communities in the County is of benefit to restaurants, bed and breakfasts and other tourism related businesses.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature authorizes a sum up to \$5,200 to the Delaware Highlands Conservancy for eagle activities for the year 2015, and

BE IT FURTHER RESOLVED, that compliance with all of the reporting requirements of this resolution and resolution 149-14 shall be a precondition for continued eligibility for funding by the County of Sullivan.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Joshua Potosek

Re: Request for Consideration of a Resolution: Authorize a contract

Date: 02/19/2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To provide up to \$5,200 to the Delaware Highlands Conservancy

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 5,200.00

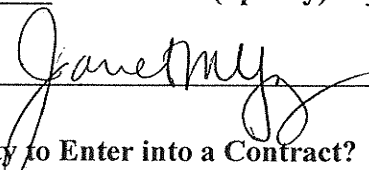
Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A7560-40-4027

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>5,200.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: 

Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [Delaware Highlands Conserva] of

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 01/01/2015 To 12/31/2015

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2014 To 12/31/2014

Amount authorized by prior contract(s): 5,200.00

Resolutions authorizing prior contracts (Resolution #s): 48-14

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:
efforts to publicize the presence of the national symbol, the American Bald Eagle, in the County for purposes of tourism development

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 5200

Efforts made to find Less Costly alternative:

none known

Efforts made to share costs with another agency or governmental entity:

none known

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)
n/a

Person(s) responsible for monitoring contract (Title): County Manager's Office

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Clyde Lewis Date 2/18/15
- B. Management and Budget: Janet My Date 2/18/15
- C. Law Department: [Signature] Date 2/18/15
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in Executive Committee on 02/19/2015

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO ALLOCATE FUNDING TO THE UPPER DELAWARE SCENIC BYWAY, INC.

WHEREAS, New York State Route 97 was designated the Upper Delaware Scenic Byway on August 6, 2002; and

WHEREAS, the Upper Delaware Scenic Byway, Inc. 501(c)(3) not-for-profit organization has been working toward promoting the Rt. 97 Upper Delaware Scenic Byway; and

WHEREAS, funding is needed to provide support for the Upper Delaware Scenic Byway's educational and promotional enhancement mission.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes an allocation for the Upper Delaware Scenic Byway in an amount not to exceed \$1,360 for the year 2015 for educational and promotional purposes; and

BE IT FURTHER RESOLVED, that compliance with all of the reporting requirements of resolution 149-14 shall be a precondition for continued eligibility for funding by the County of Sullivan.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Joshua Potosek

Re: Request for Consideration of a Resolution: Allocate Funding

Date: 02/19/2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To allocate funding to the Upper Delaware Scenic Byway, Inc.

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 1,360.00

Are funds already budgeted? Yes No

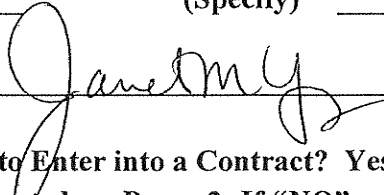
If "Yes" specify appropriation code(s): A8020-90-40-4033

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>1,360.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: _____



Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [Upper Delaware Scenic Byw] of
[_____]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 01/01/2015 To 12/31/2015

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2013 To 12/31/2013

Amount authorized by prior contract(s): 1,360.00

Resolutions authorizing prior contracts (Resolution #s): 41-14

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

funding is needed to provide support for the Upper Delaware Scenic Byway's educational and promotional enhancement mission

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 1360

Efforts made to find Less Costly alternative:

none known

Efforts made to share costs with another agency or governmental entity:

none known

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

n/a

Person(s) responsible for monitoring contract (Title): Jill M. Weyer

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Arlyn Sewo Date 2/18/15
- B. Management and Budget: Janet My Date 2/18/15
- C. Law Department: S. Gasger Date 2/18
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in Executive Committee on 02/19/2015

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO
AUTHORIZE EXECUTION OF THE 2015 ANNUAL CONTRACT BETWEEN
THE COUNTY OF SULLIVAN AND CORNELL COOPERATIVE EXTENSION**

WHEREAS, the County of Sullivan contracts with various agencies for services; and

WHEREAS, the annual contract with this agency needs to be renewed for 2015 to assure continued delivery of service and payments.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be authorized to execute the 2015 annual contract at the following maximum funding level for the period January 1, 2015 through December 31, 2015:

CORNELL COOPERATIVE EXTENSION – maximum amount \$415,000.
SHARED AGRICULTURAL POSITION - \$25,000.

BE IT FURTHER RESOLVED, that the form of such annual contract be approved by the County Attorney, and

BE IT FURTHER RESOLVED, that compliance with all of the reporting requirements of this resolution and resolution 149-14 shall be a precondition for continued eligibility for funding by the County of Sullivan.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Joshua Potosek

Re: Request for Consideration of a Resolution: Authorize a contract

Date: 02/19/2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To authorize the County Manager to enter into a contract with Cornell Cooperative Extension

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 440,000.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A8989-99, A8020-90-46-4643

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>440,000.00</u>	Grant(s)	\$ _____
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State	\$ _____	Other	\$ _____
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Federal Government	\$ _____	(Specify)	_____
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Verified by Budget Office: _____

Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [Cornell Cooperative Ext.] of
[_____]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 01/01/2015 To 12/31/2015

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2014 To 12/31/2014

Amount authorized by prior contract(s): 440,000.00

Resolutions authorizing prior contracts (Resolution #s): 51-14

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 440,000

Efforts made to find Less Costly alternative:

none known

Efforts made to share costs with another agency or governmental entity:

none known

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

n/a

Person(s) responsible for monitoring contract (Title): County Manager's Office

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Cayson Lewis Date 2/18/15
- B. Management and Budget: Janet My Date 2/18/15
- C. Law Department: S. Gasque Date 2/18
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in Executive Committee on 02/19/2015

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO
AUTHORIZE EXECUTION OF THE 2015 ANNUAL CONTRACT BETWEEN
THE COUNTY OF SULLIVAN AND CREATIVE THINK TANK, INC.**

WHEREAS, the County of Sullivan contracts with various agencies for services; and

WHEREAS, the annual contract with this agency needs to be renewed for 2015 to assure continued delivery of service and payments.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be authorized to execute the 2015 annual contract with the Creative Think Tank, Inc. at the following maximum funding level for the period January 1, 2015 through December 31, 2015:

1. **CREATIVE THINK TANK, INC.** – maximum amount \$33,048.

BE IT FURTHER RESOLVED, that the form of such annual contract be approved by the County Attorney, and

BE IT FURTHER RESOLVED, that compliance with all of the reporting requirements of this resolution and resolution 149-14 shall be a precondition for continued eligibility for funding by the County of Sullivan.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Joshua Potosek

Re: Request for Consideration of a Resolution: Authorize a contract

Date: 02/19/2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To authorize execution of the 2015 annual contract between the County of Sullivan and Creative Think Tank, Inc.

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 33,048.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A3010-40-4045

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>33,048.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: 

Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [Creative Think Tank] of
[_____]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 01/01/2015 To 12/31/2015

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2014 To 12/31/2014

Amount authorized by prior contract(s): 33,048.00

Resolutions authorizing prior contracts (Resolution #s): 50-14

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 33,048

Efforts made to find Less Costly alternative:
none known

Efforts made to share costs with another agency or governmental entity:
none known

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)
n/a

Person(s) responsible for monitoring contract (Title): County Manager's Office

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Ampon Sewis Date 2/18/15
- B. Management and Budget: Janet Mlyn Date 2/18/15
- C. Law Department: S. Jaggard Date 2/18
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in Executive Committee on 02/19/2015

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO RENEW AN AGREEMENT WITH THE DELAWARE VALLEY ARTS ALLIANCE (DVAA) INC.

WHEREAS, the furtherance of the arts and cultural activities are necessary functions for society and development of the County of Sullivan; and

WHEREAS, Delaware Valley Arts Alliance, Inc. has demonstrated a commitment to the arts and to the community; and

WHEREAS, the County of Sullivan has appropriated \$14,535 in the 2015 County budget for the Delaware Valley Arts Alliance, Inc.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be authorized to execute an agreement between the County and the Delaware Valley Arts Alliance, Inc. for provision of art services to the residents, artists and art groups of the County, which services shall include management and distribution of the County Cultural Calendar, referral services relating to County arts resources, and acting as a conduit for grant funds for the County's individual artists and non-profit arts groups for \$14,535 for the period from January 1, 2015 to December 31, 2015 said contract to be in such form as approved by the County Attorney, and

BE IT FURTHER RESOLVED, that compliance with all of the reporting requirements of this resolution and resolution 149-14 shall be a precondition for continued eligibility for funding by the County of Sullivan.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Joshua Potosek

Re: Request for Consideration of a Resolution: Authorize a contract

Date: 02/19/2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To renew an agreement with the Delaware Valley Arts Alliance (DVAA) Inc.

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 14,535.00

Are funds already budgeted? Yes No

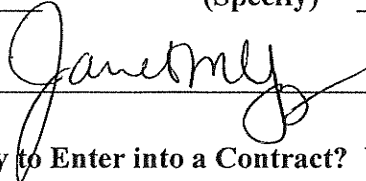
If "Yes" specify appropriation code(s): A7560-40-4004

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>14,535.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: _____



Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [DVAA] of
[_____]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 01/01/2015 To 12/31/2015

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2014 To 12/31/2014

Amount authorized by prior contract(s): 14,535.00

Resolutions authorizing prior contracts (Resolution #s): 49-14

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

furtherance of the arts and cultural activities are necessary functions for society and development of the County of Sullivan

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 14,535

Efforts made to find Less Costly alternative:

none known

Efforts made to share costs with another agency or governmental entity:

none known

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

n/a

Person(s) responsible for monitoring contract (Title): County Manager's Office

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Cyrus Lewis Date 2/18/15
- B. Management and Budget: Janet My Date 2/18/15
- C. Law Department: S. Gasper Date 2/18
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in Executive Committee on 02/19/2015

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO
AUTHORIZE EXECUTION OF A CONTRACT WITH THE FEDERATION OF
SPORTSMEN'S CLUBS OF SULLIVAN COUNTY**

WHEREAS, the Federation of Sportsmen's Clubs of Sullivan County provides services, activities and programs related to habitat improvement and public access to hunting, fishing and wildlife conservation/improvement; and

WHEREAS, the County of Sullivan has appropriated \$12,240 in the 2015 County Budget for the Federation of Sportsmen's Clubs of Sullivan County.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to enter into a contract at a cost not to exceed \$12,240 for the year 2015 with the Federation of Sportsmen's Clubs of Sullivan County to enable payment of the budgeted appropriation in such form as approved by the County Attorney, and

BE IT FURTHER RESOLVED, that compliance with all of the reporting requirements of this resolution and resolution 149-14 shall be a precondition for continued eligibility for funding by the County of Sullivan.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Joshua Potosek

Re: Request for Consideration of a Resolution: Authorize a contract

Date: 02/19/2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To authorize execution of a contract with the Federation of Sportsmen's Clubs of Sullivan County.

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 12,240.00

Are funds already budgeted? Yes No

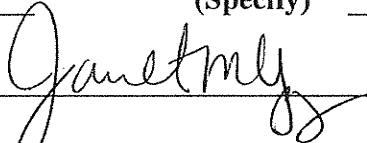
If "Yes" specify appropriation code(s): A8720-40-4013

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>12,240.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: _____



Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [Federation of Sportsmen's] of
[_____]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 01/01/2015 To 12/31/2015

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2014 To 12/31/2014

Amount authorized by prior contract(s): 12,240.00

Resolutions authorizing prior contracts (Resolution #s): 47-14

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

provides services, activities and programs related to habitat improvement and public access to hunting, fishing and wildlife conservation/improvement

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 12,240

Efforts made to find Less Costly alternative:

none known

Efforts made to share costs with another agency or governmental entity:

none known

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

n/a

Person(s) responsible for monitoring contract (Title): County Manager's Office

Pre-Legislative Approvals:

- A. Director of Purchasing: ^{Assistant} Cynthia Lewis Date 2/18/15
- B. Management and Budget: Jane M. [Signature] Date 2/18/15
- C. Law Department: S. [Signature] Date 2/18
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in Executive Committee on 02/19/2015

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE EXECUTION OF A YEAR 2015 ANNUAL CONTRACT BETWEEN THE COUNTY OF SULLIVAN AND SULLIVAN COUNTY HEAD START, INC.

WHEREAS, the County of Sullivan contracts with Sullivan County Head Start, Inc. for services pertaining to preschool programs for low income families, among other things; and

WHEREAS, the annual contracts with Sullivan County Head Start, Inc. needs to be renewed for the year 2015 to assure the continued delivery of service and payments.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be authorized to execute the 2015 annual contract, for the period January 1, 2015 through December 31, 2015, with Sullivan County Head Start, Inc., at a maximum funding level of \$31,396, in such form as approved by the County Attorney, and

BE IT FURTHER RESOLVED, that compliance with all of the reporting requirements of this resolution and resolution 149-14 shall be a precondition for continued eligibility for funding by the County of Sullivan.

COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO

To: Sullivan County Legislature

Fr: Joshua Potosek

Re: Request for Consideration of a Resolution: Authorize a contract

Date: 02/19/2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To authorize execution of a year 2015 Annual Contract between the County of Sullivan and Sullivan County Head Start, Inc.

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 31,396.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A6326-40-4001

If "No", specify proposed source of funds: -

Estimated Cost Breakdown by Source:

County	\$ <u>31,396.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: 

Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [_____ Head Start _____] of [_____]

Nature of Other Party to Contract: Professional _____ Other: _____

Duration of Contract: From 01/01/2015 To 12/31/2015

Is this a renewal of a prior Contract? Yes No _____

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2014 To 12/31/2014

Amount authorized by prior contract(s): 31,396.00

Resolutions authorizing prior contracts (Resolution #s): 46-14

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Services pertaining to preschool programs for low income families, among other things

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 31,396

Efforts made to find Less Costly alternative:

none known

Efforts made to share costs with another agency or governmental entity:

none known

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

n/a

Person(s) responsible for monitoring contract (Title): County Manager's Office

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Arlyn Sew Date 2/18/15
- B. Management and Budget: Janet Myer Date 2/18/15
- C. Law Department: S. Young Date 2/18
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in Executive Committee on 02/19/2015

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO
AUTHORIZE EXECUTION OF A CONTRACT WITH HOSPICE OF ORANGE
AND SULLIVAN COUNTIES**

WHEREAS, Hospice of Orange and Sullivan provides bereavement services for current Hospice patients and their families as well as families of individuals who have already passed on that were never in the program, including parents who have taken advantage of the Children's Grieving Center; and

WHEREAS, the County of Sullivan has appropriated \$20,000 in the 2015 County Budget for Hospice of Orange and Sullivan Counties to support Sullivan County families in need of bereavement services.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to enter into a contract at a cost not to exceed \$20,000 for the year 2015 with Hospice of Orange and Sullivan Counties to enable payment of the budgeted appropriation in such form as approved by the County Attorney, and

BE IT FURTHER RESOLVED, that compliance with all of the reporting requirements of this resolution and resolution 149-14 shall be a precondition for continued eligibility for funding by the County of Sullivan.

COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO

To: Sullivan County Legislature

Fr: Joshua Potosek

Re: Request for Consideration of a Resolution: Authorize a contract

Date: 02/19/2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To authorize execution of a contract with Hospice of Orange and Sullivan Counties.

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 20,000.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A-4010-33-40-4013

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>20,000.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: _____

Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [Hospice of Orange and Sulliv] of
[_____]

Nature of Other Party to Contract: Professional

Other:

Duration of Contract: From 01/01/2015 To 12/31/2015

Is this a renewal of a prior Contract? Yes ___ No

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): _____

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Provides bereavement services for current Hospice patients and their families as well as families of individuals who have already passed on that were never in the program, including parents who have taken advantage of the Children's Grieving Center

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 20,000

Efforts made to find Less Costly alternative:

none known

Efforts made to share costs with another agency or governmental entity:

none known

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

n/a

Person(s) responsible for monitoring contract (Title): County Manager's Office

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Arjun Seno Date 2/18/15
- B. Management and Budget: Janet Mly Date 2/18/15
- C. Law Department: S. Gasque Date 2/18
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in Executive Committee on 02/19/2015

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO
AUTHORIZE A CONTRACT WITH THE SULLIVAN COUNTY LIBRARY
ALLIANCE**

WHEREAS, the Sullivan County Legislature has appropriated \$7,850 in the 2015 Budget for the Sullivan County Library Alliance; and

WHEREAS, the County of Sullivan is desirous of supporting the Library Alliance.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is hereby authorized by the Sullivan County Legislature to execute a contract for the period January 1, 2015 through December 31, 2015 with the Sullivan County Library Alliance in an amount not to exceed \$7,850 and in such form approved by the County Attorney, and

BE IT FURTHER RESOLVED, that compliance with all of the reporting requirements of this resolution and resolution 149-14 shall be a precondition for continued eligibility for funding by the County of Sullivan.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Joshua Potosek

Re: Request for Consideration of a Resolution: Authorize a contract

Date: 02/19/2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To authorize a contract with the Sullivan County Library Alliance

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 7,850.00

Are funds already budgeted? Yes No

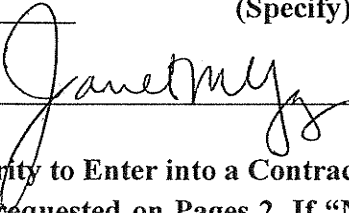
If "Yes" specify appropriation code(s): A7560-40-4029

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>7,850.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: _____



Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [Library Alliance] of [_____]

Nature of Other Party to Contract: Professional _____ Other: _____

Duration of Contract: From 01/01/2015 To 12/31/2015

Is this a renewal of a prior Contract? Yes No _____

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2014 To 12/31/2014

Amount authorized by prior contract(s): 7,850.00

Resolutions authorizing prior contracts (Resolution #s): 45-14

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Library Services

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 7850

Efforts made to find Less Costly alternative:

none known

Efforts made to share costs with another agency or governmental entity:

none known

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

n/a

Person(s) responsible for monitoring contract (Title): County Manager's Office

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Cynthia Lew Date 2/18/15
- B. Management and Budget: J. Melmyz Date 2/18/15
- C. Law Department: S. Y. [unclear] Date 2/18
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in Executive Committee on 02/19/2015

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO
AUTHORIZE THE COUNTY MANAGER TO ENTER INTO A CONTRACT
WITH LITERACY VOLUNTEERS OF SULLIVAN COUNTY**

WHEREAS, the Literacy Volunteers of Sullivan County is a not-for-profit organization that provides a variety of free services to help people achieve personal goals through literacy; and

WHEREAS, through a trained corps of volunteer tutors it is the mission of the Literacy Volunteers of Sullivan County to foster and enhance family literacy and assist adults functioning at low levels of literacy and further proficiency in English as a second language; and

WHEREAS, it is the goal of the Literacy Volunteers of Sullivan County to halt the rising tide of illiteracy in Sullivan County.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature authorize the County Manager to enter into a contract with the Literacy Volunteers of Sullivan County for the year 2015 at a cost not to exceed \$2,906, and

BE IT FURTHER RESOLVED, that compliance with all of the reporting requirements of this resolution and resolution 149-14 shall be a precondition for continued eligibility for funding by the County of Sullivan.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Joshua Potosek

Re: Request for Consideration of a Resolution: Authorize a contract

Date: 02/19/2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To authorize the County Manager to enter into a contract with Literacy Volunteers of Sullivan County.

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 2,906.00

Are funds already budgeted? Yes No

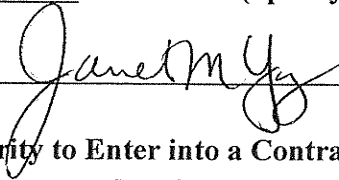
If "Yes" specify appropriation code(s): A7560-40-4030

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>2,906.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: _____



Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [Literacy Volunteers] of
[_____]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 01/01/2015 To 12/31/2015

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2014 To 12/31/2014

Amount authorized by prior contract(s): 2,906.00

Resolutions authorizing prior contracts (Resolution #s): 44-14

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

provides a variety of free services to help people achieve personal goals through literacy

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 2906

Efforts made to find Less Costly alternative:

none known

Efforts made to share costs with another agency or governmental entity:

none known

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

n/a

Person(s) responsible for monitoring contract (Title): County Manager's Office

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Cyrus Lewis Date 2/18/15
- B. Management and Budget: Janet Myg Date 2/18/15
- C. Law Department: S. Yagur Date 2/18
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in Executive Committee on 02/19/2015

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE EXECUTION OF A CONTRACT WITH THE SULLIVAN COUNTY CHAMBER OF COMMERCE FOUNDATION FOR SPONSORSHIP OF THE 5TH ANNUAL NONPROFIT LEADERSHIP SUMMIT

WHEREAS, the Annual Nonprofit Leadership Summit supports Sullivan County's nonprofit community with professional development, business networking, and tools for identifying new resources, all of which facilitates collaborations to reduce inefficiencies and increase effectiveness; and

WHEREAS, the Sullivan County Chamber of Commerce Foundation would like to create a sustainable model for producing the Annual Nonprofit Leadership Summit with funding from all three sectors including public, private and nonprofit; and

WHEREAS, the County of Sullivan has appropriated \$6,500 in the 2015 County Budget for sponsorship of the 5th Annual Nonprofit Leadership Summit.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to enter into a contract at a cost not to exceed \$6,500 for the year 2015 with the Sullivan County Chamber of Commerce Foundation to enable payment of the budgeted appropriation in such form as approved by the County Attorney, and

BE IT FURTHER RESOLVED, that compliance with all of the reporting requirements of this resolution and resolution 149-14 shall be a precondition for continued eligibility for funding by the County of Sullivan.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Joshua Potosek

Re: Request for Consideration of a Resolution: Authorize a contract

Date: 02/19/2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To authorize execution of a contract with the Sullivan County Chamber of Commerce Foundation to support the Annual Nonprofit Leadership Summit.

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 6,500.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A8020-90-40-4013

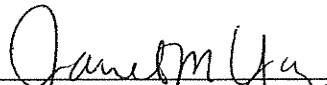
If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>6,500.00</u>	Grant(s)	\$ _____
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State	\$ _____	Other	\$ _____
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Federal Government	\$ _____	(Specify)	_____
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Verified by Budget Office: 

Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [Sullivan County Chamber Fou] of
[_____]

Nature of Other Party to Contract: Professional

Other:

Duration of Contract: From 01/01/2015 To 12/31/2015

Is this a renewal of a prior Contract? Yes ___ No

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): _____

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Supports Sullivan County's nonprofit community with professional development, business networking, and tools for identifying new resources, all of which facilitates collaborations to reduce inefficiencies and increase effectiveness

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 6500

Efforts made to find Less Costly alternative:

none known

Efforts made to share costs with another agency or governmental entity:

none known

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

n/a

Person(s) responsible for monitoring contract (Title): County Manager's Office

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Alynn Lewis Date 2/18/15
- B. Management and Budget: Janet M. Gray Date 2/18/15
- C. Law Department: S. Gasquet Date 2/18
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in Executive Committee on 02/19/2015

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO
AUTHORIZE A CONTRACT WITH THE PARTNERSHIP FOR ECONOMIC
DEVELOPMENT IN SULLIVAN COUNTY**

WHEREAS, the Partnership for Economic Development in Sullivan County, a not-for-profit corporation, consisting of various public and private agencies and businesses of the County of Sullivan, provides promotional and advertising services, new business acquisition, existing business expansion and other related activities; and

WHEREAS, the most recent agreement between the County and the Partnership for Economic Development expired on December 31, 2014; and

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is hereby authorized to execute a contract with the Partnership for Economic Development in the amount of \$75,000 for the year 2015, in such form as approved by the County Attorney, and

BE IT FURTHER RESOLVED that the Partnership for Economic Development shall submit as plan for the specific uses of the appropriation of \$75,000 in 2015 to the County Manager, and

BE IT FURTHER RESOLVED, that compliance with all of the reporting requirements of this resolution and resolution 149-14 shall be a precondition for continued eligibility for funding by the County of Sullivan.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Joshua Potosek

Re: Request for Consideration of a Resolution: Authorize a contract with

Date: 02/19/2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To authorize a contract with the Partership for Economic Development in Sullivan County

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 75,000.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A6989-40-4009

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	<u>\$75,000.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: _____

Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [Partnership for Economic De] of
[_____]

Nature of Other Party to Contract: Professional _____ Other: _____

Duration of Contract: From 01/01/2015 To 12/31/2015

Is this a renewal of a prior Contract? Yes No _____

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2014 To 12/31/2014

Amount authorized by prior contract(s): 51,000.00

Resolutions authorizing prior contracts (Resolution #s): 42-14

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Provides promotional and advertising services, new business acquisition, existing business expansion and other related activities

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 75,000

Efforts made to find Less Costly alternative:

none known

Efforts made to share costs with another agency or governmental entity:

none known

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

n/a

Person(s) responsible for monitoring contract (Title): County Manager's Office

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Cameron Sears Date 2/18/15
- B. Management and Budget: Janet Myer Date 2/18/15
- C. Law Department: S. Masquer Date 2/18
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in Executive Committee on 02/19/2015

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO EXECUTE A CONTRACT WITH SULLIVAN ALLIANCE FOR SUSTAINABLE DEVELOPMENT

WHEREAS, the County has determined that there is a need for technical assistance from an organization knowledgeable in the field of sustainability to provide general sustainable policy recommendations to the Sullivan County Legislature, and

WHEREAS, Sullivan Alliance for Sustainable Development is a local organization whose efforts in advancing sustainable practices have proven successful in the form of grant procurement and public outreach efforts, and

WHEREAS, Sullivan Alliance for Sustainable Development's accomplishments has received national recognition, and

WHEREAS, it is prudent public policy to dedicate resources for further implementation of the "Green Vision".

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The County Manager is hereby authorized to execute a contract with Sullivan Alliance for Sustainable Development to provide technical assistance and other assistance as may be requested and agreed to by both parties. Such assistance is to include funding strategies, information dissemination to the general public and such other activities as the Legislature deems appropriate.
2. The contract period shall be from January 1, 2015 through December 31, 2015.
3. The County Manager is hereby authorized to sign and execute an agreement with Sullivan Alliance for Sustainable Development in an amount not to exceed (\$60,000), in a form that is acceptable to the County Attorney.

BE IT FURTHER RESOLVED, that the County Manager is hereby authorized to execute an agreement with Sullivan Alliance for Sustainable Development to permit them to utilize a portion of office space in the Sullivan County Government Center at 100 North Street, Monticello, NY to establish a local office, said agreement to be in a form approved by the County Attorney's Office; and

BE IT FURTHER RESOLVED, that compliance with all of the reporting requirements of resolution 149-14 shall be a precondition for continued eligibility for funding by the County of Sullivan.

See Note pg 5 of

COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO

To: Sullivan County Legislature

Fr: Joshua Potosek

Re: Request for Consideration of a Resolution: Authorize a contract

Date: 02/19/2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To authorize the County Manager to execute a contract with Sullivan Alliance for Sustainable Development

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 60,000.00

Are funds already budgeted? Yes No

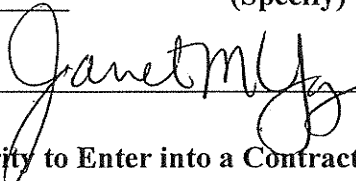
If "Yes" specify appropriation code(s): A6989-40-4013

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>60,000.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office:



Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [SASD] of [_____]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 01/01/2015 To 12/31/2015

Is this a renewal of a prior Contract? Yes No _____

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2014 To 12/31/2014

Amount authorized by prior contract(s): 60,000.00

Resolutions authorizing prior contracts (Resolution #s): 58-14

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]: technical assistance from an organization knowledgeable in the field of sustainability to provide general sustainable policy recommendations to the Sullivan County Legislature

were there other possible vendors?

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 60,000

Efforts made to find Less Costly alternative:

none known

Efforts made to share costs with another agency or governmental entity:

none known

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

n/a

Person(s) responsible for monitoring contract (Title): County Manager's Office

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Amym Sew Date 2/18/15
- B. Management and Budget: Janetmy Date 2/18/15
- C. Law Department: S. Jager Date 2/18
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in Executive Committee on 02/19/2015

RESOLUTION NO. INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE EXECUTION OF THE 2015 ANNUAL CONTRACT BETWEEN THE COUNTY OF SULLIVAN AND SULLIVAN COUNTY SOIL & WATER CONSERVATION DISTRICT

WHEREAS, the County of Sullivan contracts with various agencies for services; and

WHEREAS, the annual contract with this agency needs to be renewed for 2015 to assure continued delivery of service and payments.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be authorized to execute the 2015 annual contract at the following maximum funding level for the period January 1, 2015 through December 31, 2015:

1. **SULLIVAN COUNTY SOIL & WATER CONSERVATION DISTRICT** – maximum amount \$198,535.

BE IT FURTHER RESOLVED, that the form of such annual contract be approved by the County Attorney; and

BE IT FURTHER RESOLVED, that compliance with all of the reporting requirements of this resolution and resolution 149-14 shall be a precondition for continued eligibility for funding by the County of Sullivan.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Joshua Potosek

Re: Request for Consideration of a Resolution: Authorize a contract

Date: 02/19/2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To authorize execution of the 2015 Annual Contract between the County of Sullivan and Sullivan County Soil & Water Conservation

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 198,535.00

Are funds already budgeted? Yes No

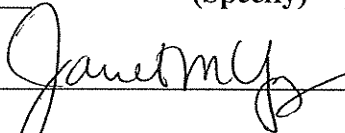
If "Yes" specify appropriation code(s): A8745-40-4040

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>198,535.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: _____



Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [Soil & Water] of
[_____]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 01/01/2015 To 12/31/2015

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2014 To 12/31/2014

Amount authorized by prior contract(s): 198,535.00

Resolutions authorizing prior contracts (Resolution #s): 57-14

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 198,535

Efforts made to find Less Costly alternative:

none known

Efforts made to share costs with another agency or governmental entity:

none known

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

n/a

Person(s) responsible for monitoring contract (Title): County Manager's Office

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Cyrus Lewis Date 2/18/15
- B. Management and Budget: Janet M. G... Date 2/18/15
- C. Law Department: S. Y... Date 2/18
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in Executive Committee on 02/19/2015

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO ENTER INTO A CONTRACT WITH COMMUNITY ACTION COMMISSION TO HELP THE ECONOMY (CACHE)

WHEREAS, the Community Action Commission to Help the Economy (CACHE) is a private non-profit agency operating in Sullivan County under an approved federal program as defined in Section 99-h of the General Municipal Law; and

WHEREAS, the County of Sullivan has appropriated \$18,360 in the 2015 Sullivan County Budget to provide funding to such agency for its program; and

WHEREAS, CACHE has requested such funding to defray the cost of such program operated by it.

NOW, THEREFORE, BE IT RESOLVED,

1. The County Manager shall execute an agreement with the Community Action Commission to Help the Economy (CACHE) for the purpose of providing funds for the period from January 1, 2015 to December 31, 2015 in an amount not to exceed \$18,360 per year, to defray costs of the program not paid by federal funding, said sum to be paid upon voucher in quarterly installments, said contract to be in a form approved by the County Attorney.
2. CACHE shall, at its own cost and expense, provide such books, records and fiscal information as may be required by the Office of Audit and Control.

BE IT FURTHER RESOLVED, that compliance with all of the reporting requirements of this resolution and resolution 149-14 shall be a precondition for continued eligibility for funding by the County of Sullivan.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Joshua Potosek

Re: Request for Consideration of a Resolution: Authorize a contract

Date: 02/19/2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To authorize the County Manager to enter into a contract with Community Action Commission to Help the Economy (CACHE)

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 18,360.00

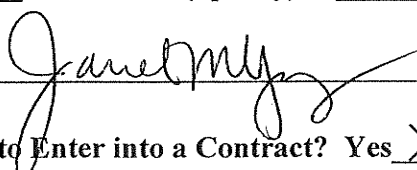
Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A6310-40-4001

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>18,360.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: 

Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [CACHE] of [_____]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 01/01/2015 To 12/31/2015

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2014 To 12/31/2014

Amount authorized by prior contract(s): 18,360.00

Resolutions authorizing prior contracts (Resolution #s): 52-14

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 18,360

Efforts made to find Less Costly alternative:

none known

Efforts made to share costs with another agency or governmental entity:

none known

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

n/a

Person(s) responsible for monitoring contract (Title): County Manager's Office

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Cyprien Seuis Date 2/18/15
- B. Management and Budget: Janet My Date 2/18/15
- C. Law Department: S. Gaspar Date 2/18
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in Executive Committee on 02/19/2015

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE A MEMORANDUM OF AGREEMENT WITH THE SULLIVAN COUNTY SOIL AND WATER CONSERVATION DISTRICT FOR WATERSHED PLANNING AND THE STREAM MAINTENANCE AND REMEDIATION PROGRAMS

WHEREAS, the County of Sullivan (“County”) has contracted with the Sullivan County Soil & Water Conservation District (“District”) for the past several years and would like to continue the efforts of the Stream Maintenance and Remediation Programs to broaden the scope of the Flood Management Plan by investing in specialized proactive and long-term measures to protect the people and property near the many streams throughout the County; and

WHEREAS, the success of the 2014 Stream Maintenance and Remediation Programs (the “Programs”) has caused the Division of Public Works to request an extension of the Programs; and

WHEREAS, the Programs educate municipalities and the public, assess the potential areas of concern and maintain the streams throughout the County; and

WHEREAS, the County, through its Division of Public Works, is currently implementing project components of the Programs; and

WHEREAS, in order to implement the Programs the County wishes to continue working with the District and other affiliated agencies to minimize flood damage; and

WHEREAS, the District has both the expertise and personnel necessary to aid the County in its implementation of the Programs and is integral to the continuation of the Programs; and

WHEREAS, the cost of the District’s services associated with the Programs shall not exceed \$100,000 for the term of January 1, 2015 through December 31, 2015.

NOW, THEREFORE BE IT RESOLVED, that the County Manager is hereby authorized to execute a Memorandum of Agreement with the District for the continuation, implementation and completion of the Programs for the term January 1, 2015 through December 31, 2015, at a cost not to exceed \$100,000, in such form to be approved by the County Attorney.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Joshua Potosek

Re: Request for Consideration of a Resolution: Authorize a contract

Date: 02/19/2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To authorize a Memorandum of Agreement with the Sullivan County Soil and Water District for Watershed Planning and the Stream Maintenance and Remediation Programs.

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 100,000.00

Are funds already budgeted? Yes No

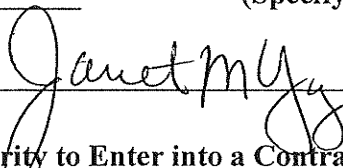
If "Yes" specify appropriation code(s): A8745-47-4786

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>100,000.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: _____



Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [Soil & Water] of
[_____]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 01/01/2015 To 12/31/2015

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2014 To 12/31/2014

Amount authorized by prior contract(s): 200,000.00

Resolutions authorizing prior contracts (Resolution #s): 56-14

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

continue the efforts of the Stream Maintenance and Remediation Programs to broaden the scope of the Flood Management Plan by investing in specialized proactive and long-term measures to protect the people and property near the many streams throughout the County

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 100,000

Efforts made to find Less Costly alternative:

none known

Efforts made to share costs with another agency or governmental entity:

none known

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

n/a

Person(s) responsible for monitoring contract (Title): County Manager's Office

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Cupm Sewo Date 2/18/15
- B. Management and Budget: Jane Mely Date 2/18/15
- C. Law Department: S. Gasquet Date 2/18
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in Executive Committee on 02/19/2015

RESOLUTION NO. INTRODUCED BY EXECUTIVE COMMITTEE ACCEPTING THE RECOMMENDATIONS OF THE SULLIVAN COUNTY SOLID WASTE/RECYCLING FEE GRIEVANCE COMMITTEE.

WHEREAS, the Sullivan County Legislature (“Legislature”) Amended Local Law No. 7 of 2009 to Add a New Article VIII Establishing a Solid Waste Recycling Fee, and

WHEREAS, Local Law No. 7 of 2009 as amended provides for a Sullivan County Solid Waste/Recycling Fee Appeals Committee (“Committee”) to review written appeals from property owners, and

WHEREAS, the Committee wishes to report its recommendations to the Legislature, and

WHEREAS, the Committee has reviewed appeals and it recommends approving reduction/elimination of the user fee for properties detailed on the Recommended Approval List attached hereto as Appendix “A” and made a part hereof, and

WHEREAS, the Committee has reviewed appeals and it recommends denying reduction/elimination of the user fee for properties detailed on the Recommended Denial List attached hereto as Appendix “B” and made as part hereof.

NOW, THEREFORE, BE IT RESOLVED, that the Legislature acknowledges receipt of the Committee’s recommendations detailed on Appendix “A” and Appendix “B” and hereby ratifies said recommendations contained on Appendix A and B.

BE IT FURTHER RESOLVED, that the Legislature hereby authorizes the Sullivan County Treasurer, on behalf of the Committee to notify the property owners regarding approval/denial of their respective appeals.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2015.

APPENDIX A - RECOMMENDED APPROVAL LIST

	SBL	CLASS CODE	PRIMARY OWNER	ADDRESS
Bethel	BE36.-3-1		210 Jay & Dorothy Meddaugh	PO Box 14
Bethel	BE47.-18-9		311 Deborah Bockius	PO Box 73
Bethel	BE51.-1-4		210 Carole Foster	PO Box 162
Callicoon	CA15.-3-9		311 Arnold & Patricia Baum	4498 Rt 17B
Cochecton	CO2.-1-87		322 Eva Rial	1567 Boulevard St
Fallsburg	FA42.-1-22.2		695 Cong. Chesed Shei Emes Inc	c/o Perry Meltzer PO Box 1130
Fallsburg	FA103.-1-3		330 Bruce Serkez	9 Fieldcrest Dr
Forestburgh	30.-1-5.1		210 Madelain Ventre	1107 Plank Road
Fremont	FR36.-1-27		311 August Knack	537 CR 132
Highland	HI10.-1-32.1		311 Paul T. Johnsen	615 Viewland Dr
Liberty	LI29.-3-8		483 Robin Ann Realty Co., Inc	PO Box 311
Liberty	LI35.-1-69.10		311 Robin Ann Realty Co., Inc	PO Box 311
Lumberland	LU20.-1-1		581 Congregation Machne Chaim	Attn Nuchem Klein 6101 16th
Lumberland	21.-1-5.1		662 Lumberland Fire Dept.	PO Box 91
Lumberland	28.-1-42.1		322 Van Petersen	195 Hankins road
Rockland	RO33.-1-44		662 Rockland Fire Dist	PO Box 174
Rockland	RO33.-1-45		662 Rockland Fire Dist	PO Box 174
Thompson	TH111.-6-2		481 Ethelbert B Crawford Public Library	393 Broadway
Thompson	111.-10-9		484 Pentecostal House of Prayer	PO Box 828

APPENDIX B - RECOMMENDED DENIAL LIST

TOWN	SBL	CLASS CODE	PRIMARY OWNER	ADDRESS
Bethel	BE28.-1-38		570 Country Club Property Owners Assn	P.O. Box 807
Bethel	BE28.-1-39		591 "	"
Fallsburg	FA16.-1-32.4		593 Veroljub Gvozdenovic	30-21 50th St
Mamakating	32.-8-2		417 Morrell Tunick Enterprises, LLC	75 Sarine Road
Mamakating	MA46.-2-74		210 Rosemarie Bailey	78 North Road
Thompson	TH11.-1-43.2		312 Carol & Bernard McEaney	165 Coopers Corner Rd

TWN ST ZIP	FEE	New Bill	IMPACT
Kauneonga Lake, NY 12749	\$ 120.00	\$ 108.00	\$ 12.00
Baptistown, NJ 18803	\$ 120.00	\$ -	\$ 120.00
Mongaup Valley, NY 12762	\$ 120.00	\$ 108.00	\$ 12.00
Callicoon, NY 12723	\$ 300.00	\$ -	\$ 300.00
Peekskill, NY 10566	\$ 120.00	\$ -	\$ 120.00
Monticello, NY 12701	\$ 1,560.00	\$ -	\$ 1,560.00
Wesley, NY 10952	\$ 300.00	\$ -	\$ 300.00
Forestburgh, NY 12777	\$ 300.00	\$ 108.00	\$ 192.00
Callicoon, NY 12723	\$ 120.00	\$ -	\$ 120.00
Yorktown Heights, NY 10598	\$ 120.00	\$ -	\$ 120.00
Liberty, NY 12754	\$ 300.00	\$ -	\$ 300.00
Liberty, NY 12754	\$ 120.00	\$ -	\$ 120.00
Brooklyn, NY 11204	\$ 1,800.00	\$ 360.00	\$ 1,440.00
Glen Spey, NY 12737	\$ 120.00	\$ -	\$ 120.00
Narrowsburg, NY 12764	\$ 300.00		\$ 300.00
Roscoe, NY 12776	\$ 300.00	\$ 120.00	\$ 180.00
Roscoe, NY 12776	\$ 300.00	\$ 120.00	\$ 180.00
Monticello, NY 12701	\$ 300.00	\$ 120.00	\$ 180.00
Monticello, NY 12701	\$ 300.00	<u>\$ 120.00</u>	<u>\$ 180.00</u>
	\$ 7,020.00	\$ 1,164.00	\$ 5,856.00

TWN ST ZIP	FEE
Kauneonga Lake, NY 12749	\$ 300.00
"	\$ 300.00
Woodside NY 11377	\$ 300.00
Wurtsboro, NY 12790	\$ 600.00
Bloomingburg, NY 12721	\$ 120.00
Monticello, NY 12701	\$ 120.00

COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO

To: Sullivan County Legislature
Fr: Solid Waste/Recycling Fee Grievance Committee
Re: Request for Consideration of a Resolution:
Date: February 9, 2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

Resolution to accept the recommendations of the Solid Waste/Recycling Committee for written appeals from property owners.

Is subject of Resolution mandated? Explain:

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 5,856.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): 1989-99-47-4731

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>5,856.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: Janetm Yj

Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with _____ of

Nature of Other Party to Contract: .

Other:

Duration of Contract: From _____ To _____

Is this a renewal of a prior Contract? Yes ___ No ___

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): _____

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No ___

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): _____

Efforts made to find Less Costly alternative:

Efforts made to share costs with another agency or governmental entity:

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

Person(s) responsible for monitoring contract (Title): _____

Pre-Legislative Approvals:

- A. Director of Purchasing: Kathy Jones Date 2/18/15
- B. Management and Budget: Janet Myers Date 2/18/15
- C. Law Department: S. Yasgur Date 2/18
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

Resolution No. _____

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE.

RESOLUTION TO RE-APPOINT THREE (3) MEMBERS TO THE COMMUNITY SERVICES BOARD

WHEREAS, there is a need to re-appoint three (3) members to the Community Services Board; and

WHEREAS, the appointment is to commence on January 1, 2015; and

WHEREAS, the appointment shall be for a four (4) year term ending on December 31, 2018.

NOW, THEREFORE, BE IT RESOLVED, the following individual(s) be reappointed to the Sullivan County Community Services Board to reflect a four (4) year term.

RE-APPOINTMENTS TO THE CSB	TERM
Jeff Skaar	1/1/2015 - 12/31/2018
Kathy Garlick	1/1/2015 - 12/31/2018
M. Lori Schneider	1/1/2015 - 12/31/2018

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2015.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Joseph A. Todora; Director

Re: Request for Consideration of a Resolution: To appoint three (3) people to the CSB.

Date: February 12, 2015

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To fill vacant terms on the Community Services Board (CSB) by appointing three (3) people to this board.

Is subject of Resolution mandated? Explain:

Yes, planning, maintaining and overseeing of the Local Government Unit is done through the CSB, as well as advising the Director of DCS of changes in the behavioral health field.

Does Resolution require expenditure of funds? Yes ___ No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ _____

Are funds already budgeted? Yes ___ No ___

If "Yes" specify appropriation code(s): _____

If "No", specify proposed source of funds: No funds required

Estimated Cost Breakdown by Source:

County	\$ _____	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: 

Does Resolution request Authority to Enter into a Contract? Yes ___ No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [_____] of
[_____]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From _____ To _____

Is this a renewal of a prior Contract? Yes ___ No ___

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): _____

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No ___

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): _____

Efforts made to find Less Costly alternative:

Efforts made to share costs with another agency or governmental entity:

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

There was no response to RFP issued in 2014

Person(s) responsible for monitoring contract (Title): _____

Pre-Legislative Approvals:

- A. Director of Purchasing: *Kathy Jones* Date *2/14/15*
- B. Management and Budget: *Janet M. Y...* Date *2/17/15*
- C. Law Department: *S. Yasgur* Date *2/18*
- D. County Manager: *John R...* Date *2/18/15*
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY EXECUTIVE COMMITTEE AUTHORIZING
PAYMENT TO SECRETARY TO CHARTER REVIEW COMMISSION**

WHEREAS, The Charter Review Commission is formed every ten years to review the Sullivan County Charter, and

WHEREAS, a Secretary is needed to attend minutes, prepare agendas, send out correspondence, place phone calls and transcribe minutes of the Charter Review Commission, and

WHEREAS, the Secretary for the Charter Review Commission shall be paid \$50.00 per hour for the administrative duties for the Sullivan County Charter Review Commission.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature authorizes payment of \$50.00 per hour to the Secretary for the Charter Review Commission effective February 18, 2015.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2015.