



GOVERNMENT SERVICES COMMITTEE

July 12, 2012 – 1:30 PM

**Committee Members: Kitty Vetter (Chairman), Ira Steingart (Vice Chair),
Jonathan Rouis, Cora Edwards, Alan Sorensen**

AGENDA

DISCUSSION ITEMS: None

PRESENTATION: None

REPORTS:

1. Purchasing & Central Services - Monthly Report
2. Board of Elections - Monthly Report
3. Cornell Cooperative - Monthly Report
- Consumer Affairs - Monthly Report
4. County Clerk
5. Sullivan County Community College

RESOLUTIONS:

- 1. To authorize award & execution of agreement with R. DeVincentis Construction, Inc. for rehabilitation of County Bridge No. 192C.**
- 2. To authorize a modification with NYCOMCO to lease console equipment for the Emergency Control Center.**

PUBLIC COMMENT:



COUNTY OF SULLIVAN LEGISLATIVE MEMORANDUM

To: COUNTY LEGISLATURE
From: Kathy Jones
Title: Director
Department: Purchasing & Central Services

COMMITTEE WITH JURISDICTION:

- Check all that apply:
- Executive
 - Planning, Environmental Management & Real Property
 - Personnel
 - Public Safety
 - Management & Budget
 - Public Works
 - Government Services
 - Community & Economic Development
 - Health and Family Services
 - Veterans

SUBJECT OF RESOLUTION: Award and Execute Agreement
PURPOSE OF RESOLUTION: To Award Agreement
DATE OF FIRST SUBMISSION: July 12, 2012
BRIEF DESCRIPTION: Rehabilitation of County Bridge No. 192C, Town of Neversink
Costs to Other County Programs: None

Mandated Budgeted Budget Revision

FINANCIAL IMPACT:

Projection:	YR1	YR2	YR3	YR4	YR5
County Cost					
State Funds	\$113,250.00				
Federal Funds	\$339,750.00				
(Third Party Revenue) Other					
Total	\$453,000.00				

If NONE check here:

Resolution No. _____

**RESOLUTION INTRODUCED BY GOVERNMENT SERVICES COMMITTEE
RESOLUTION TO AUTHORIZE AWARD & EXECUTION OF AGREEMENT**

WHEREAS, bids were received for Rehabilitation of County Bridge No. 192C , Hunter Spur Road, TH-39A, over Neversink River in the Town of Neversink, and

WHEREAS, R. DeVincentis Construction Inc., One Brick Road, Binghamton, NY 13901, is the lowest responsible bidder for this project, and

WHEREAS, the Sullivan County Division of Public works has approved said bid and recommends that an agreement be executed.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute an agreement with R. DeVincentis Construction, Inc., at a total price not to exceed \$453,000.00, for Rehabilitation of County Bridge No. 192C., in accordance with B-12-44, said contract to be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, **2012.**



**COUNTY OF SULLIVAN
LEGISLATIVE MEMORANDUM**

To: COUNTY LEGISLATURE
 From: Kathy Jones
 Title: Director
 Department: Purchasing & Central Services

COMMITTEE WITH JURISDICTION:

Check all that apply: Executive Planning, Environmental Management & Real Property
 Personnel Public Safety
 Management & Budget Public Works
 Government Services Community & Economic Development
 Health and Family Services Veterans

SUBJECT OF RESOLUTION: NYCOMCO

PURPOSE OF RESOLUTION: To Modify Contract

DATE OF FIRST SUBMISSION: July 12, 2012

BRIEF DESCRIPTION: To provide continuation of the current lease and maintenance of the consoles for an additional two years.

Costs to Other County Programs: None

Mandated Budgeted Budget Revision

FINANCIAL IMPACT:

Projection:	<u>YR1</u>	<u>YR2</u>	<u>YR3</u>	<u>YR4</u>	<u>YR5</u>
County Cost	\$ 10,409.00	\$ 17,844.00	\$ 7,435.00		
State Funds					
Federal Funds					
(Third Party Revenue) Other					
Total	\$ 10,409.00	\$ 17,844.00	\$ 7,435.00		

If NONE check here:

Resolution No. _____

**RESOLUTION INTRODUCED BY GOVERNMENT SERVICES COMMITTEE
RESOLUTION TO AUTHORIZE MODIFY AWARD OF CONTRACT**

WHEREAS, pursuant to Resolution No. 434-03, adopted by the Sullivan County Legislature on November 20, 2003, the County entered into a contract with NYCOMCO to lease console equipment for the Emergency Control Center, and

WHEREAS, the initial lease expired on May 31, 2011 and a Modification Agreement to extend the current lease, through May 31, 2012, was made pursuant to Resolution No. 268-11, adopted by the Sullivan County Legislature on June 16, 2011, due to the replacement of the current equipment, and

WHEREAS, the current equipment has not yet been replaced and a continuation of the lease is required through May 31, 2014.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to modify the lease with NYCOMCO, for the term of June 1, 2012 through May 31, 2014, at a cost not to exceed \$1,487.00/month and in accordance with the written quote, from NYCOMCO, dated May 16, 2012, said lease modification to be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, **2012.**

KATHLEEN JONES
Director



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**SULLIVAN COUNTY DEPARTMENT OF
PURCHASING & CENTRAL SERVICES
SULLIVAN COUNTY GOVERNMENT CENTER
100 NORTH STREET, P.O. Box 5012
MONTICELLO, NY 12701**

To: Government Services Committee

From: Purchasing & Central Services

Date: July 12, 2012

Re: Monthly Report

1. Bids:

- **Disposal of Scrap Metal (B-12-30)**
Upstate Shredding
Owego, NY
- **Chemicals and Maintenance (B-12-32)**
Advanced Chemical Systems
E.A. Morse & Co., Inc.
Middletown, NY
Middletown, NY
- **Recapping & Mounting Tires (B-12-33)**
Custom Bandag of Newburgh
Mike's Tire Discount
New Windsor, NY
Liberty, NY
- **Copy Paper (B-12-38)**
Paper Mart
East Hanover, NJ

2. Processed 283 Purchase Orders

3. Recyclables

FAITH KAPLAN
COMMISSIONER

ANN PRUSINSKI
DEPUTY COMMISSIONER



RODNEY GAEBEL
COMMISSIONER

PAMELA D. MURRAN
DEPUTY COMMISSIONER

**COUNTY OF SULLIVAN
BOARD OF ELECTIONS**
SULLIVAN COUNTY GOVERNMENT CENTER
100 NORTH STREET
PO BOX 5012
MONTICELLO, NY 12701
PHONE: 845-807-0400
FAX: 845-807-0410

To: General Services Committee

From: Board of Elections

Date: July 9, 2012

Re: Activity in the month of **June 6, 2012– July 6, 2012**

The following is a brief outline of some of the routine operations and ongoing projects undertaken by the Board of Elections during the months **June 6, 2012– July 6, 2012**.

- Commissioners Kaplan & Gaebel, Deputy Commissioners Prusinski & Murrán and Senior Clerk Schiff attended a webinar regarding the change over with Motor Vehicle and the way Board of Elections receives registrations from them.
- Commissioners Kaplan & Gaebel & Deputy Commissioners Prusinski & Murrán met with County Attorney Yasgur regarding challenges filed by Charles Sabatino regarding residency of 114 Village of Monticello voters.
- Commissioner Gaebel setup deployment schedule for voting machines.
- Commissioner Kaplan gave Starter Inspector class and tests.
- Sent file to NTS for printing of the Poll books for Federal Primary Election to be held on June 26th.
- Packed bags with Election Day supplies and ballots for the 63 county election districts.
- Federal Primary Election was held June 26th, answered numerous calls from voters and inspectors and handled any problems.

- All Election Bags were returned and unpacked.
- Deputy Commissioners Prusinski and Murran completed 3% audit on new voting machines, per State mandate.
- Catalogued and researched all Affidavit Ballots cast at the polls.
- Collected, recorded and authorized payments for all Election Inspectors and Custodians.
- Conducted Hearings, to read and canvass the Absentee and Affidavit Ballots cast in the Federal Primary Election.
- Applied Voter Credit for Federal Primary Election.
- Over 400 Inspector letters were sent out for training classes to be held in August.
- Processed changes in system to reflect the consolidation of polling locations in the Towns of Bethel and Rockland.
- Generated, burst, sorted and mailed over 980 Acknowledgment, Confirmation, Transfer, and Previous Jurisdiction notices, voter information missing and registration cancellation letters, and HAVA information requests.
- Researched, accepted, and processed over 90 new voter registrations received in person at the Board of Elections, by regular mail, through the National Voter Registration Act, Department of Motor Vehicle office and over 890 updates due to name and/or address changes, street file amendments, 911 updates and postal returned mail.
- Reviewed, approved, and processed over 90 cancellations due to deaths, felony convictions, moves out of the county, and requests by voters.
- Processed and responded, to several FOIL requests.
- Continued revisions to the Sullivan County Street File in our computer voter and street file maintenance program.
- Prepared the June Monthly Reports for Albany on NVRA and Agency Based Dot Coded registrations.
- Requests for printed and electronic materials were processed and filled, for Candidates and the Public.
- Received and receipted Campaign Financial Disclosure filings from candidates and elected officials and gave assistance to those required to now file electronically to the state.