



GOVERNMENT SERVICES COMMITTEE

August 9, 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:

None

PUBLIC COMMENT:

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: August 9, 2012

Re: Monthly Report

1. Bids:

- **Eggs & Cheese (B-12-42)**
Mivila Foods Paterson, NJ
- **Cleaning of Leachate Storage Tanks at the Sullivan County Landfill (B-12-45)**
Residuals Management Services, LLC/Earthcare Vernon, NJ

2. RFP's:

- **Deep Energy Retrofit for Robert Travis Building, Liberty, NY: R-12-05 (opened-7/20/2012)**

3. Quotes:

- **ID Card System for Sullivan County Sheriff's Office (Q-12-04)**
IRIS Ltd. Inc. Fleetwood, PA
- **Q-12-23 – Q-12-28-Purchases for Computer Hardware and Software**

4. Processed 170 Purchase Orders

5. Recyclables

ANN PRUSINSKI
COMMISSIONER

HONORA WOHL
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: August 6, 2012

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

- Received and receipted Designating Petitions and Caucus filings for offices to be filled at the 2012 General Election.
- Candidates submitted 3 objections with 2 specifications filed on petitions and the Commissioners ruled on them.
- Sent voter information to NTS for yearly mail check cards.
- Prepared for Inspector Classes by going over our PowerPoint presentation, gathering supplies, copying inspector manuals, preparing attendance and oath sheets and any other needed information.
- Submitted this quarter's Performance Measures to Heather Brown, County Manger's Office.
- Submitted 2013 Budget to County Manager.
- Commissioners Prusinski & Gaebel attended the Election Commissioners' Association Conference, 8/1 – 8/3.

- A new Senior Clerk has been hired and is currently being trained, to replace Honor Wohl who had been promoted.
- Generated, burst, sorted and mailed over 1,700 Acknowledgment, Confirmation, Transfer, and Previous Jurisdiction notices, voter information missing and registration cancellation letters, and HAVA information requests.
- Researched, accepted, and processed over 220 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 1,500 updates due to name and/or address changes, street file amendments, 911 updates and postal returned mail.
- Reviewed, approved, and processed over 200 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 July 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.