

**MANAGEMENT AND BUDGET COMMITTEE
THURSDAY, December 12, 2013 9:00 AM**

**Committee Members: Jonathan Rouis, Chair, Cindy Kurpil Gieger, Vice Chair,
Kitty Vetter, Cora Edwards, Gene Benson**

AGENDA

PRESENTATIONS: None

DISCUSSIONS: None

RESOLUTIONS

AUDIT - None

COUNTY TREASURER –None

GRANTS- None

MANAGEMENT AND BUDGET –

- 1. To Modify the 2013 County Budget.**
- 2. To apportion Mortgage Tax.**
- 3. To adopt a Fee Schedule for the Sullivan County Office for the Aging Volunteer Recognition Luncheon Journal and Quarterly Newsletters.**
- 4. To authorize the County Attorney to pay a professional pursuant to Resolution No. 325-11 in excess of the \$5,000.00 cap.**
- 5. To create and fund a Fort Delaware Concession Revenue Commitment within the Fund Balance of the General Fund.**

MANAGEMENT INFORMATION SYSTEMS - None

PUBLIC COMMENT

**RESOLUTION NO. INTRODUCED BY MANAGEMENT AND BUDGET
COMMITTEE TO MODIFY THE 2013 COUNTY BUDGET**

WHEREAS, the County of Sullivan 2013 Budget requires modification,

NOW, THEREFORE, BE IT RESOLVED, that the attached budgetary transfers be authorized.

Moved by:

Seconded by:

December 2013
 Modifications to the 2013 Sullivan County Budget

Account Code	Account Description	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-1010-41-4109	AUTO/TRAVEL CO FLEET CHARGEBACK			235	
A-1010-42-4203	OFFICE OFFICE SUPPLIES				60
A-1010-46-4610	MISC SERV/EXP EMPL NOTARY/CERTIFICATION			60	
A-1010-R1289-R247	GEN GOV DEPT INCOME MISC FEE/REIMBURSMNT	235			
A-1165-44-4406	UTILITY WIRELESS COMMUNICATIONS			260	
A-1165-44-4408	UTILITY CABLE/SATELLITE			40	
A-1165-47-4724	DEPT DRUG FORFEITURE PROCEEDS NYS			10,164	
A-1165-47-4785	DEPT EXTRADITION				300
A-1165-R2626-R307	FORFEITR CRIME PROCDS STATE	10,164			
A-1230-42-4201	OFFICE ADVERTISING			1,500	
A-1230-42-4205	OFFICE PRINTING				400
A-1230-47-4703	DEPT DUES				1,100
A-1325-14-42-4203	OFFICE OFFICE SUPPLIES				125
A-1325-14-42-4203	OFFICE OFFICE SUPPLIES				50
A-1325-14-42-4206	OFFICE PUBLICATIONS			110	
A-1325-14-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			125	
A-1325-14-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			50	
A-1325-14-47-4710	DEPT DEPT MISC/OTHER				110
A-1330-204-40-4003	CONTRACT AUCTION SERVICES			211,005	
A-1330-204-42-4201	OFFICE ADVERTISING				270
A-1330-204-42-4201	OFFICE ADVERTISING				90
A-1330-204-42-4204	OFFICE POSTAGE			4,601	
A-1330-204-43-4301	COMPUTER SUPPLIES			270	
A-1330-204-47-4708	DEPT INSURANCE			90	
A-1330-204-R1232-R272	TAX COLLECTR FEE PUBLIC AUCTN BUYER PREM	211,005			
A-1410-10-42-4205	OFFICE PRINTING			250	
A-1410-10-43-4301	COMPUTER SUPPLIES				250
A-1410-11-41-4106	AUTO/TRAVEL REPAIRS/MAINTENANCE			100	
A-1410-11-42-4203	OFFICE OFFICE SUPPLIES				200
A-1410-11-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			200	
A-1410-11-47-4702	DEPT EQUIP SERVICE/REPAIRS				100
A-1430-42-4204	OFFICE POSTAGE			3	
A-1430-80-8002	EMPL BENFTS HLTH INSUR ACTIVE EMPLOYEE				3
A-1450-10-1015	PERSONAL SERV OTHER PAY				2,321
A-1450-42-4201	OFFICE ADVERTISING			238	

December 2013
 Modifications to the 2013 Sullivan County Budget

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A-1450-42-4205	OFFICE PRINTING			2,083	
A-1450-42-4205	OFFICE PRINTING			1,744	
A-1620-197-44-4404	UTILITY PROPANE			2,500	
A-1620-21-10-1011	PERSONAL SERV REGULAR PAY				175
A-1620-21-40-4015	CONTRACT PROPERTY MAINTENANCE			175	
A-1620-21-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			5,000	
A-1620-23-45-4505	SPEC DEPT SUPPLY BLDG/PROP MAINTENANCE			325	
A-1620-23-45-4505	SPEC DEPT SUPPLY BLDG/PROP MAINTENANCE			500	
A-1620-23-45-4526	SPEC DEPT SUPPLY PAINT			75	
A-1620-23-45-4540	SPEC DEPT SUPPLY PARTS/FLUIDS/FILTERS				500
A-1620-23-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			500	
A-1620-23-45-4549	SPEC DEPT SUPPLY SAFETY				400
A-1620-23-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			15,000	
A-1620-24-21-2102	FIXED BUILDINGS AND BUILDING IMPRVMTS			2,000	
A-1620-24-21-2102	FIXED BUILDINGS AND BUILDING IMPRVMTS			400	
A-1620-24-40-4015	CONTRACT PROPERTY MAINTENANCE			40	
A-1620-24-44-4401	UTILITY ELECTRIC				40
A-1620-24-44-4401	UTILITY ELECTRIC				4,000
A-1620-24-46-4604	MISC SERV/EXP REAL ESTATE TAXES				1,000
A-1620-24-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			3,000	
A-1620-24-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				400
A-1620-25-40-4015	CONTRACT PROPERTY MAINTENANCE			495	
A-1620-25-42-4203	OFFICE OFFICE SUPPLIES			5	
A-1620-25-45-4526	SPEC DEPT SUPPLY PAINT				5
A-1620-25-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				315
A-1620-25-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				495
A-1620-27-40-4015	CONTRACT PROPERTY MAINTENANCE			175	
A-1620-27-44-4407	UTILITY UTILITY OTHER				175
A-1680-43-4302	COMPUTER HARDWARE PURCHASES/LEASES			17,500	
A-1680-43-4302	COMPUTER HARDWARE PURCHASES/LEASES				5,000
A-1680-43-4303	COMPUTER SOFTWARE PURCHASE/LEASE			5,000	
A-1680-44-4405	UTILITY PHONE LAND LINES				300
A-1680-44-4406	UTILITY WIRELESS COMMUNICATIONS			300	
A-1680-R1289-R247	GEN GOV DEPT INCOME MISC FEE/REIMBURSMNT	17,500			
A-3010-21-2106	FIXED ELECTRONIC/COMPUTER EQUIP			10,678	

December 2013
 Modifications to the 2013 Sullivan County Budget

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A-3010-44-4405	UTILITY PHONE LAND LINES			2,256	
A-3010-45-4506	SPEC DEPT SUPPLY PUBLIC SAFETY				21,981
A-3010-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			9,048	500
A-3110-29-41-4105	AUTO/TRAVEL REGISTRATION FEES				500
A-3110-29-42-4203	OFFICE OFFICE SUPPLIES			1,000	
A-3110-29-42-4204	OFFICE POSTAGE				2,000
A-3110-29-42-4205	OFFICE PRINTING			1,500	
A-3110-29-42-4207	OFFICE FURNITURE			500	
A-3110-29-43-4301	COMPUTER SUPPLIES			250	
A-3110-29-45-4549	SPEC DEPT SUPPLY SAFETY			1,650	
A-3110-29-46-4611	MISC SERV/EXP EMPL SAFETY/PHYSICAL EXAMS				750
A-3110-29-46-4612	MISC SERV/EXP EMPL TRAINING				
A-3110-29-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			3,000	
A-3110-29-47-4744	DEPT CANINE UNIT				400
A-3110-29-47-4749	DEPT DARE			1,150	
A-3110-29-R2705-R162	GIFT/DONATION DARE	1,150			
A-3110-30-41-4104	AUTO/TRAVEL MILEAGE/TOLLS			500	
A-3110-30-42-4203	OFFICE OFFICE SUPPLIES				1,000
A-3110-30-42-4205	OFFICE PRINTING				2,000
A-3110-30-42-4207	OFFICE FURNITURE			1,500	
A-3110-30-43-4301	COMPUTER SUPPLIES				500
A-3110-30-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			750	
A-3110-30-45-4549	SPEC DEPT SUPPLY SAFETY			100	
A-3110-30-46-4603	MISC SERV/EXP EMPL UNIFORM ALLOWANCE				2,000
A-3110-30-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			750	
A-3150-41-4102	AUTO/TRAVEL LODGING			200	
A-3150-41-4105	AUTO/TRAVEL REGISTRATION FEES				2,000
A-3150-42-4203	OFFICE OFFICE SUPPLIES				500
A-3150-42-4205	OFFICE PRINTING				4,000
A-3150-42-4206	OFFICE PUBLICATIONS				500
A-3150-42-4207	OFFICE FURNITURE			3,000	
A-3150-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			500	
A-3150-45-4549	SPEC DEPT SUPPLY SAFETY			250	
A-3150-46-4611	MISC SERV/EXP EMPL SAFETY/PHYSICAL EXAMS			4,600	
A-3150-47-4701	DEPT RENTALS				1,500

December 2013
 Modifications to the 2013 Sullivan County Budget

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A-3150-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			1,000	
A-3150-47-4738	DEPT LAUNDRY/LINENS				1,900
A-3150-47-4743	DEPT MEDICAL - OPTICAL				3,500
A-3150-47-4765	DEPT TRUSTEE PAYROLL			2,500	
A-3315-45-4506	SPEC DEPT SUPPLY PUBLIC SAFETY			319	
A-3315-47-4752	DEPT MISC PROGRAM EXP				319
A-4010-33-10-1011	PERSONAL SERV REGULAR PAY				50
A-4010-33-46-4607	MISC SERV/EXP ANSWERING SERVICE			50	
A-4010-36-43-4301	COMPUTER SUPPLIES				300
A-4010-36-45-4507	SPEC DEPT SUPPLY MEDICAL/CLINICAL			300	
A-4010-37-42-4204	OFFICE POSTAGE			50	
A-4010-37-44-4405	UTILITY PHONE LAND LINES			50	
A-4010-37-45-4501	SPEC DEPT SUPPLY SPEC DEPT SUPPLY MISC/OTHER				100
A-4010-37-45-4501	SPEC DEPT SUPPLY SPEC DEPT SUPPLY MISC/OTHER			100	
A-4010-44-40-4001	CONTRACT AGENCIES				2,450
A-4010-44-40-4001	CONTRACT AGENCIES			800	
A-4010-44-42-4205	OFFICE PRINTING				800
A-4010-44-47-4701	DEPT RENTALS			2,450	
A-4050-41-4103	AUTO/TRAVEL MEALS				90
A-4050-41-4104	AUTO/TRAVEL MILEAGE/TOLLS			200	
A-4050-41-4108	AUTO/TRAVEL AUTO TRAVEL OTHER				235
A-4050-42-4205	OFFICE PRINTING			235	
A-4050-43-4301	COMPUTER SUPPLIES				543
A-4050-43-4301	COMPUTER SUPPLIES				53
A-4050-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT				200
A-4050-45-4543	SPEC DEPT SUPPLY FOOD			53	
A-4050-46-4607	MISC SERV/EXP ANSWERING SERVICE			90	
A-4082-10-1011	PERSONAL SERV REGULAR PAY				4,020
A-4082-43-4311	COMPUTER WEBINAR AND RELATED EXPENSES			20	
A-4082-45-4507	SPEC DEPT SUPPLY MEDICAL/CLINICAL			4,000	
A-4320-40-42-4203	OFFICE OFFICE SUPPLIES				564
A-4320-40-42-4207	OFFICE FURNITURE			564	
A-4320-40-45-4507	SPEC DEPT SUPPLY MEDICAL/CLINICAL			150	
A-4320-41-42-4203	OFFICE OFFICE SUPPLIES				150
A-5610-42-4203	OFFICE OFFICE SUPPLIES			15	

December 2013
 Modifications to the 2013 Sullivan County Budget

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A-5610-43-4301	COMPUTER SUPPLIES			50	
A-5610-45-4502	SPEC DEPT SUPPLY GASOLINE			305	
A-5610-45-4537	SPEC DEPT SUPPLY DIESEL FUEL			1,000	
A-5610-45-4540	SPEC DEPT SUPPLY PARTS/FLUIDS/FILTERS				50
A-5610-45-4540	SPEC DEPT SUPPLY PARTS/FLUIDS/FILTERS				275
A-5610-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT				250
A-5610-46-4612	MISC SERV/EXP EMPL TRAINING				300
A-5610-46-4612	MISC SERV/EXP EMPL TRAINING			300	
A-5610-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			825	
A-5680-10-1011	PERSONAL SERV REGULAR PAY				27,400
A-5680-10-1011	PERSONAL SERV REGULAR PAY				2,700
A-5680-10-1012	PERSONAL SERV OVERTIME PAY			200	
A-5680-21-2105	FIXED AUTOMOTIVE EQUIP			35,000	
A-6010-38-40-4017	CONTRACT MEDICAL			1,000	
A-6010-38-40-4035	CONTRACT COOPERATIVE EXTENSION				25,660
A-6010-38-41-4103	AUTO/TRAVEL MEALS			3,000	
A-6010-38-41-4104	AUTO/TRAVEL MILEAGE/TOLLS			4,060	
A-6010-38-41-4104	AUTO/TRAVEL MILEAGE/TOLLS				4,060
A-6010-38-43-4309	COMPUTER WMS CHARGEBACKS			21,745	
A-6010-38-46-4610	MISC SERV/EXP EMPL NOTARY/CERTIFICATION			60	
A-6010-38-47-4708	DEPT INSURANCE			3,915	
A-6293-42-4203	OFFICE OFFICE SUPPLIES				80
A-6293-42-4204	OFFICE POSTAGE			80	
A-6293-47-4760	DEPT CLIENT EXPENSES			1,000	
A-6293-47-4760	DEPT CLIENT EXPENSES			1,500	
A-6293-47-4780	DEPT CLIENT TRAINING				1,500
A-6293-47-4780	DEPT CLIENT TRAINING				1,500
A-6510-41-4102	AUTO/TRAVEL LODGING				300
A-6510-42-4204	OFFICE POSTAGE			300	
A-6610-41-4106	AUTO/TRAVEL REPAIRS/MAINTENANCE			1,000	
A-6610-47-4712	DEPT EQUIP CALIBRATION			225	
A-7110-82-40-4015	CONTRACT PROPERTY MAINTENANCE				1,725
A-7110-82-41-4104	AUTO/TRAVEL MILEAGE/TOLLS				65
A-7110-82-42-4203	OFFICE OFFICE SUPPLIES			40	
A-7110-82-42-4205	OFFICE PRINTING				70

December 2013
 Modifications to the 2013 Sullivan County Budget

Account Code	Account Description	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-7110-82-44-4401	UTILITY ELECTRIC			250	
A-7110-82-45-4503	SPEC DEPT SUPPLY RECREATION			350	
A-7110-82-45-4526	SPEC DEPT SUPPLY PAINT			500	
A-7110-82-45-4526	SPEC DEPT SUPPLY PAINT			250	
A-7110-82-45-4527	SPEC DEPT SUPPLY MISC STONE				250
A-7110-82-45-4532	SPEC DEPT SUPPLY SEED/MULCH ETC				325
A-7110-82-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			8,500	
A-7110-82-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT				1,750
A-7110-82-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT				1,500
A-7110-82-46-4601	MISC SERV/EXP SALES TAX EXPENSE				250
A-7110-82-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			1,500	
A-7110-82-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			1,500	
A-7110-82-47-4729	DEPT SPECIAL PROJECTS			900	
A-7110-82-80-8001	EMPL BENFTS FICA AND MEDICARE				4,100
A-7110-82-80-8005	EMPL BENFTS RETIREMENT				2,750
A-7110-82-80-8007	EMPL BENFTS DISABILITY			95	
A-7110-83-47-4710	DEPT DEPT MISC/OTHER			25	
A-7110-83-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				25
A-7110-84-45-4505	SPEC DEPT SUPPLY BLDG/PROP MAINTENANCE			120	
A-7110-84-45-4505	SPEC DEPT SUPPLY BLDG/PROP MAINTENANCE			25	
A-7110-84-45-4532	SPEC DEPT SUPPLY SEED/MULCH ETC				25
A-7110-84-45-4532	SPEC DEPT SUPPLY SEED/MULCH ETC				120
A-7110-84-45-4532	SPEC DEPT SUPPLY SEED/MULCH ETC				350
A-7110-84-47-4729	DEPT SPECIAL PROJECTS			900	
A-7110-85-47-4729	DEPT SPECIAL PROJECTS			900	
A-7110-86-45-4526	SPEC DEPT SUPPLY PAINT				280
A-7110-86-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			650	
A-7110-86-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			280	
A-7110-86-47-4729	DEPT SPECIAL PROJECTS			900	
A-7310-40-4013	CONTRACT CONTRACT OTHER			22,600	
A-7310-47-4753	DEPT YTH 100% REIMB DELINQCY PREVENTN			14,445	
A-7310-47-4761	DEPT YTH 50% REIMB DELINQCY PREVENTN			10,725	
A-7310-R3820-R337	ST AID YOUTH PROGRAM YOUTH BUREAU	50,739			
A-7450-203-10-1011	PERSONAL SERV REGULAR PAY				500
A-7450-203-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			500	

December 2013
 Modifications to the 2013 Sullivan County Budget

Account Code	Account Description	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-7450-203-47-4729	DEPT SPECIAL PROJECTS			900	
A-7520-10-1011	PERSONAL SERV REGULAR PAY				6,000
A-7520-10-1011	PERSONAL SERV REGULAR PAY				600
A-7520-40-4015	CONTRACT PROPERTY MAINTENANCE				940
A-7520-42-4201	OFFICE ADVERTISING			550	
A-7520-42-4203	OFFICE OFFICE SUPPLIES			600	
A-7520-45-4501	SPEC DEPT SUPPLY SPEC DEPT SUPPLY MISC/OTHER			550	150
A-7520-45-4503	SPEC DEPT SUPPLY RECREATION			550	
A-7520-45-4503	SPEC DEPT SUPPLY RECREATION			100	
A-7520-45-4527	SPEC DEPT SUPPLY MISC STONE			100	100
A-7520-46-4609	MISC SERV/EXP SPECIAL SERV/OTHER			100	
A-7520-47-4703	DEPT DUES				200
A-7520-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			1,600	
A-7520-47-4729	DEPT SPECIAL PROJECTS				760
A-7520-47-4729	DEPT SPECIAL PROJECTS				100
A-7520-47-4729	DEPT SPECIAL PROJECTS			950	
A-7520-80-8001	EMPL BENFTS FICA AND MEDICARE				600
A-8020-90-10-1011	PERSONAL SERV REGULAR PAY				71
A-8020-90-10-1012	PERSONAL SERV OVERTIME PAY			71	
A-8020-90-41-4105	AUTO/TRAVEL REGISTRATION FEES			55	
A-8020-90-41-4105	AUTO/TRAVEL REGISTRATION FEES			60	
A-8020-90-41-4109	AUTO/TRAVEL CO FLEET CHARGEBACK				55
A-8020-90-42-4201	OFFICE ADVERTISING			44	
A-8020-90-42-4204	OFFICE POSTAGE			186	
A-8020-90-47-4763	DEPT NEW INITIATIVES				230
A-8020-90-47-4763	DEPT NEW INITIATIVES				60
A-8745-R3089-R167	ST AID GEN GOV DEPARTMENTAL AID	1,000			
A-8745-R3089-R167	ST AID GEN GOV DEPARTMENTAL AID	50,500			
A-8745-R3089-R167	ST AID GEN GOV DEPARTMENTAL AID	1,530			
A-8745-R3089-R167	ST AID GEN GOV DEPARTMENTAL AID	5,000			
A-9999-R1150-R239	OFF TRACK BETTING SURCHARGE MAIN		20,406		
General Fund Total		348,823	20,406	489,532	161,115
CL-8160-40-4015	CONTRACT PROPERTY MAINTENANCE			1,250	
CL-8160-45-4540	SPEC DEPT SUPPLY PARTS/FLUIDS/FILTERS				5,500

December 2013
 Modifications to the 2013 Sullivan County Budget

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CL-8160-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			4,250	
CL-8160-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			17,000	
CL-8160-R3989-R167	ST AID HOME/COMM ASSIST DEPARTMENTAL AID	17,000			
	Solid Waste Fund Total	17,000		22,500	5,500
D-3310-45-4501	SPEC DEPT SUPPLY SPEC DEPT SUPPLY MISC/OTHER				200
D-3310-45-4526	SPEC DEPT SUPPLY PAINT			200	
D-5020-42-4201	OFFICE ADVERTISING				150
D-5020-42-4205	OFFICE PRINTING				400
D-5020-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			250	
D-5020-46-4609	MISC SERV/EXP SPECIAL SERV/OTHER				150
D-5020-47-4710	DEPT DEPT MISC/OTHER			250	
D-5020-47-4712	DEPT EQUIP CALIBRATION			200	
D-5110-45-44-4406	UTILITY WIRELESS COMMUNICATIONS			760	
D-5110-45-45-4521	SPEC DEPT SUPPLY CULVERT PIPE			5,350	5,800
D-5110-45-45-4522	SPEC DEPT SUPPLY GUIDERAIL				870
D-5110-45-45-4528	SPEC DEPT SUPPLY CATCH BASIN				
D-5110-45-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			1,150	
D-5110-45-47-4701	DEPT RENTALS				1,910
D-5110-45-47-4701	DEPT RENTALS			10,100	
D-5110-45-47-4720	DEPT LABORATORY/XRAY EXPENSE				8,780
D-5110-46-45-4527	SPEC DEPT SUPPLY MISC STONE				3,000
D-5110-46-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			3,000	
D-5110-47-45-4518	SPEC DEPT SUPPLY ROAD SURFACE TREATMENT				1,600
D-5110-47-47-4720	DEPT LABORATORY/XRAY EXPENSE			1,600	
	County Road Fund Total			22,860	22,860
DM-5130-48-41-4106	AUTO/TRAVEL REPAIRS/MAINTENANCE				1,075
DM-5130-48-41-4106	AUTO/TRAVEL REPAIRS/MAINTENANCE			1,000	
DM-5130-48-45-4501	SPEC DEPT SUPPLY SPEC DEPT SUPPLY MISC/OTHER			1,900	
DM-5130-48-45-4505	SPEC DEPT SUPPLY BLDG/PROP MAINTENANCE			500	
DM-5130-48-45-4505	SPEC DEPT SUPPLY BLDG/PROP MAINTENANCE			150	
DM-5130-48-45-4538	SPEC DEPT SUPPLY TIRES			15,000	
DM-5130-48-45-4538	SPEC DEPT SUPPLY TIRES			1,000	
DM-5130-48-45-4538	SPEC DEPT SUPPLY TIRES			4,485	

December 2013
 Modifications to the 2013 Sullivan County Budget

Account Code	Account Description	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
DM-5130-48-45-4540	SPEC DEPT SUPPLY PARTS/FLUIDS/FILTERS			15,000	
DM-5130-48-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			4,000	
DM-5130-48-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			3,500	
DM-5130-48-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			500	
DM-5130-48-45-4549	SPEC DEPT SUPPLY SAFETY			175	
DM-5130-48-45-4549	SPEC DEPT SUPPLY SAFETY			75	
DM-5130-48-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			200	
DM-5130-48-47-4767	DEPT NYS/US REGTRY FEES/FINES/ASSESS			350	
DM-5130-48-80-8002	EMPL BENFTS HLTH INSUR ACTIVE EMPLOYEE				4,400
DM-5130-49-41-4106	AUTO/TRAVEL REPAIRS/MAINTENANCE				1,000
DM-5130-49-44-4401	UTILITY ELECTRIC				2,500
DM-5130-49-44-4402	UTILITY FUEL OIL			2,500	
DM-5130-49-45-4501	SPEC DEPT SUPPLY SPEC DEPT SUPPLY MISC/OTHER			70	
DM-5130-49-45-4537	SPEC DEPT SUPPLY DIESEL FUEL				4,000
DM-5130-49-45-4540	SPEC DEPT SUPPLY PARTS/FLUIDS/FILTERS				5,650
DM-5130-49-45-4540	SPEC DEPT SUPPLY PARTS/FLUIDS/FILTERS				2,400
DM-5130-49-46-4603	MISC SERV/EXP EMPL UNIFORM ALLOWANCE				150
DM-5130-49-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			200	
DM-5130-49-47-4767	DEPT NYS/US REGTRY FEES/FINES/ASSESS			570	
DM-9997-R1710-R129	PUBLIC WORKS CHARGE CENTRAL GARAGE	30,000			
Road Machinery Fund Total		30,000	-	51,175	21,175

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

To: Sullivan County Legislature

Fr: County Clerks Office and County Treasurers Office

Re: Request for Consideration of a Resolution: To Apportion the Mortgage Tax

Date: 11/12/13

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.]

Disburse the mortgage tax to the Towns and Villages

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: \$ _____

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: Janet Myers

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.)

_____ N/A *Oliver Lewis*

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

Pre-Legislative Approvals:

- A. Director of Purchasing: ^{N/A} Angela Serius Date 12/10/13
- B. Management and Budget: Janet Myer Date 12/10/13
- C. Law Department: S. J. Gassman Date 12/10/13
- D. County Manager: John Poter Date 12/10/13
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY MANAGEMENT AND BUDGET COMMITTEE
TO APPORTION MORTGAGE TAX**

WHEREAS, Section 261 of the Tax Law of the State of New York requires apportionment of the mortgage tax, and

WHEREAS, the County Clerk and the County Treasurer have submitted a quarterly report, for the period of July 2013 to September 2013, to the Clerk of the Legislature, and

WHEREAS, The County Legislature has apportioned, among the various towns and incorporated villages of the County of Sullivan, the equitable share of the mortgage tax;

NOW, THEREFORE, BE IT RESOLVED, that the County Treasurer draw checks for each of the towns and villages the quarterly mortgage tax so apportioned, as follows:

TOWNS	
Bethel	20,235.27
Callicoon	7,055.46
Cohecton	9,576.92
Delaware	13,823.72
Fallsburg	50,751.63
Forestburgh	6,979.49
Fremont	10,537.62
Highland	9,961.98
Liberty	61,187.33
Lumberland	14,780.02
Mamakating	37,924.64
Neversink	17,408.49
Rockland	16,804.71
Thompson	62,152.77
Tusten	4,218.64

VILLAGES	
Bloomington	617.26
Jeffersonville	464.76
Liberty	11,164.21
Monticello	7,051.13
Woodridge	1,730.46
Wurtsboro	1,547.70

TOTAL	365,974.21
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**Moved by
adopted on motion**

seconded by

declared duly

**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 adopt a fee schedule for the Sullivan County
OFA Volunteer Recognition Luncheon Journal

Date: December 12, 2013

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.]

The Sullivan County Office for the Aging would like to raise funds to assist in supporting RSVP activities, specifically for the volunteer medical transportation provided by RSVP volunteers, by selling ads in the journal that is distributed at the Luncheon

Is subject of Resolution mandated? Explain:

No, this resolution is meant to create revenue for our Retired Senior Volunteer Program.

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): _____

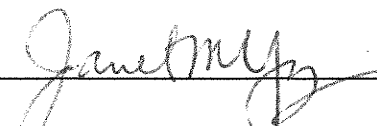
If "No", specify proposed source of funds: Outside/non-county contributions

Estimated Cost Breakdown by Source:

County \$ _____ **Grant(s)** \$ _____

State \$ _____ **Other** \$ _____

Federal Government \$ _____ **(Specify)** Fundraiser effort to support RSVP

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.)

_____ *Not Applicable if.*

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

Pre-Legislative Approvals:

- A. Director of Purchasing: *Leah Jones* Date 12/9/13
- B. Management and Budget: *Jane Mlyn* Date 12/6/13
- C. Law Department: *S. Yeager* Date 12/10/13
- D. County Manager: *John Petros* Date 12/10/13
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

RESOLUTION INTRODUCED BY THE MANAGEMENT AND BUDGET COMMITTEE TO ADOPT A FEE SCHEDULE FOR THE SULLIVAN COUNTY OFFICE FOR THE AGING VOLUNTEER RECOGNITION LUNCHEON JOURNAL AND QUARTERLY NEWSLETTERS

WHEREAS, the Retired Senior Volunteer Program (“RSVP”) provides a variety of volunteer opportunities for people age 55 years or older, and

WHEREAS, in 2012 over 300 RSVP volunteers contributed more than 62,000 hours of their time and expertise, mostly in the form of transportation to medical appointments provided to our Sullivan County seniors, and

WHEREAS, each year a Volunteer Recognition Luncheon is held to honor the RSVP volunteers, and

WHEREAS, RSVP the Office for the Aging issues a quarterly newspaper; and

WHEREAS, the Sullivan County Office for the Aging would like to raise funds to assist in supporting RSVP activities, specifically for the volunteer medical transportation provided by RSVP volunteers, by selling ads in the journal that is distributed at the Luncheon and the quarterly newsletters; and

WHEREAS, a proposed Rate Schedule has been submitted to the Legislature for adoption.

BE IT THEREFORE RESOLVED, that the rates for purchase of ads in the Volunteer Recognition Luncheon journal and quarterly newsletters shall be as follows:

- A. Full Page.....\$200.00
- B. Half Page.....\$100.00
- C. Quarter Page.....\$75.00
- D. Business Card.....\$50.00
- E. Booster.....\$15.00

Moved by _____,

Seconded by _____,

And adopted on motion _____, 2013.

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

To: Sullivan County Legislature

Fr: Sullivan County Attorney

Re: Request for Consideration of a Resolution: to pay Roemer Wallens Gold & Mineaux \$5,000

Date: 12/6/13

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.]

RWG&M investaged personnel complaints at the Division of Health & Family Services. The limit on the retainer agreement was exceeded. RWG&M would write down the final invoice for a total due of \$5,000.

Can additional

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: \$ 5,000.00

Are funds already budgeted? Yes No

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

If "No", specify proposed source of funds: A-1420-40-4007 Need Budget Mod

Estimated Cost Breakdown by Source:

County \$5,000.00 Grant(s) \$ _____

State \$ _____ Other \$ _____

Federal Government \$ _____ (Specify) _____

Verified by Budget Office: _____

Janet Myg

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 - AL

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

Pre-Legislative Approvals:

A. Director of Purchasing: Amson Lewis Date 12/10/13

B. Management and Budget: Jantmyz Date 12/10/13

C. Law Department: [Signature] Date 12/10/13

D. County Manager: [Signature] Date 12/10/13

E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

RESOLUTION NO. _____ INTRODUCED BY THE MANAGEMENT AND BUDGET COMMITTEE TO AUTHORIZE THE COUNTY ATTORNEY TO PAY A PROFESSIONAL PURSUANT TO RESOLUTION NO. 325-11 IN EXCESS OF THE \$5,000.00 CAP

WHEREAS, pursuant to Resolution No. 325-11 the County Attorney retained the services of Roemer, Wallens Gold & Mineaux LLP (hereinafter, the “Firm”) to investigate personnel complaints at the Division of Health and Family Services, and

WHEREAS, Resolution No. 325-11 was utilized since it was anticipated the cost of such services would not exceed \$5,000.00. That limit was written into the retainer agreement, and

WHEREAS, in July Mr. Roemer advised the County Attorney the cost would likely exceed the \$5,000.00, but did not have figures at that time. Mr. Roemer’s letter was furnished to the County Legislature, and

WHEREAS, on September 5th Mr. Roemer provided a tentative estimate of the total cost, and on September 19th the County Attorney met with the Executive Committee to update the Legislators, and

WHEREAS, on September 25th the County Attorney advised Mr. Roemer to separate out the bills for the excess over \$5,000.00, and

WHEREAS, on September 27, 2013 the Law Department received a copy of the Firm’s completed Report and Recommendation to the Personnel Officer, dated September 24, 2013, and

WHEREAS, the Firm’s total bill for its services came to \$13,533.52, and

WHEREAS, thereafter the County Attorney spoke with Mr. Roemer and stated that while the County Attorney appreciated that the firm had in fact been careful and thorough and expended a great deal of time on the matter, the final bill was significantly in excess of what the County Legislature expected based on earlier communications and asked whether the Firm might be able to reduce the bill somewhat, and

WHEREAS, to date the County has paid the Firm \$4,881.00, and

WHEREAS, on December 3, 2013, Mr. Roemer sent a letter to the County Attorney stating that while the matter had taken much more legal time than originally anticipated in order to properly investigate the matter and prepare a thorough report, in consideration of the County's financial situation and the on-going relationship between County and the Firm they would write down the final invoice to a total balance due of \$5,000.00, and

WHEREAS, given the foregoing the total expenditure for the matter would be reduced from \$13,533.00 to \$9,881.00, and

WHEREAS, the County Attorney is satisfied the work was done thoroughly and professionally, and that the reduced final invoice should be paid.

NOW THEREFORE BE IT RESOLVED, that the County Attorney is hereby authorized to pay the Firm an additional \$5,000.00 (in addition to the \$4,881.00 already paid) as the remainder of the fee.

Moved by _____
Seconded by _____
and adopted on motion _____ 2013

**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 Create and Fund a Fort Delaware Concession

Date: December 12, 2013

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 create and fund a Fort Delaware Concession Revenue Commitment within the Fund Balance of the General Fund.

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: \$ 9,608.00

Are funds already budgeted? Yes No

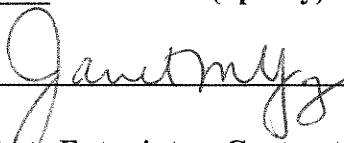
If "Yes" specify appropriation code(s): Fund Balance

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

Estimated Cost Breakdown by Source:

County	\$ <u>9,608.00</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 [_____] 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 - Ah.* _____

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

Pre-Legislative Approvals:

- A. Director of Purchasing: Cyrus Lewis Date 12/10/13
- B. Management and Budget: Janet Myz Date 12/10/13
- C. Law Department: S. J. Jorgensen Date 12/10/13
- D. County Manager: John Bond Date 12/10/13
- E. Other as Required: _____ Date _____

Vetted in Management & Budget Committee on 12/12/2013

RESOLUTION INTRODUCED BY THE MANAGEMENT AND BUDGET COMMITTEE TO CREATE AND FUND A FORT DELAWARE CONCESSION REVENUE COMMITMENT WITHIN THE FUND BALANCE OF THE GENERAL FUND

WHEREAS, the Sullivan County Legislature adopted a Fund Balance Policy (“Policy”) that proscribes a policy and procedure with respect to the assigned and unassigned fund balance in the general fund, and

WHEREAS, the “Policy” suggests that the County will endeavor to maintain an assigned and unassigned fund balance in its general fund of five percent of regular general fund operating expenditures, and

WHEREAS, the “Policy” allows for the legislature to use assigned or unassigned fund balances during or outside the budget process for one-time expenditures to meet unusual opportunities, and

WHEREAS, the County funds and operates Fort Delaware Museum (“the Fort”) located in the town of Tusten, and

WHEREAS, “the Fort” receives revenues from selling various souvenirs items, and

WHEREAS, in 2013 souvenir revenue at “the Fort” totaled \$9,608, and

WHEREAS, there is a desire to allow “the Fort” to utilize the souvenir revenue collected in 2013 for restocking of the souvenir inventory and other items county staff deems appropriate in 2014.

NOW, THEREFORE, BE IT RESOLVED, that Sullivan County Legislature appropriates \$9,608 from the unassigned fund balance in the general fund to a committed fund balance for Fort Delaware Concession Revenue in the general fund, and

BE IT FURTHER RESOLVED, that the Sullivan County Legislature authorizes staff to utilize the proceeds for restocking souvenir inventory items and other items specifically for “the Fort”, and

BE IT FURTHER REOLVED, that the Sullivan County Legislature authorizes the yearly proceeds from souvenir sales to be committed for purchases in subsequent years in accordance with the county’s procurement policy, until such time that the Sullivan County Legislature rescinds this authorization.