



EXECUTIVE COMMITTEE
March 17, 2016 at 11:30AM

COMMITTEE MEMBERS: Alvarez, Rajs, Samuelson, McCarthy, Owens, Ward, Perrello, Steingart, and Sorensen

I. COUNTY MANAGER'S MONTHLY REPORT – See Attached

II. PRESENTATION

1. None

III. DISCUSSION

1. Vacancies
2. Live Streaming Time Warner Cable – Legislator Owens

IV. RESOLUTIONS :

1. Accept the recommendations of the Sullivan County Solid Waste/Recycling Fee Grievance Committee
2. Appoint Lorraine Lopez to the position of Executive Director Human Rights Commission
3. Create one (1) temporary Administrative Assistant Position in Probation
4. Enter into a stipulation of settlement in an Article 78 Lawsuit involving Adult Care Center and Shenoy Wellington
5. Execute Retainer Agreement with Bryan Kaplan, ESQ for defense work
6. Authorize contract with Mid-State Communications and Electronics, Inc.
7. Calling for an increase in the share of revenue counties retain for providing state DMV services (out of March 3rd Government Services)
8. Reappoint two members (Miller and Mustavs) to Community Services Board
9. Appoint one member (Smith) to the Community Services Board
10. Authorize agreement with a Court Approved Monitor for the Board of Elections
11. Authorize agreement with Corporate Services EAP and Catholic Charities for EAP
12. Accept Fiscal Year 2016 Emergency Management Performance Grant \$34,048.00
13. Authorize to apply and accept a State Homeland Security Grant \$210,000.00.
14. Enter into an agreement with pharmacies holding a controlled substance registration certificate and to accept the controlled substances from the Sullivan County Coroners
15. Authorize contract with Medical Solutions Group, Inc
16. Modify Resoultion No. 129-14 and 61-15 regarding Prime Rehabilitation Services

V. PUBLIC COMMENT

County Manager's Monthly Report 3-17-16

Current Departmental Initiatives

- Met with Commissioners and department heads to discuss current issues, initiatives and concerns
- Met with staff to receive updates on progress related to emergency repairs in Probation after flooding
- Held regular meetings with staff to discuss updates related to the jail project
 - Discussed and drafted a resolution for Blackcreek re: security systems at the new jail, off site utilities, and cost estimates
 - Discussed offsite utilities, including water and sewer with the Village of Monticello
 - Received and discussed updated cost estimates
 - Met to discuss financing options for the Jail project
 - Held a meeting to discuss coordination with staff and vendors as the project moves forward
- Met with the County Treasurer, Commissioner and Management and Budget and County Auditor to discuss various fiscal and policy issues
- Held discussion with regard to contracts to be reviewed at Management and Budget Committee meeting
- Held meeting to discuss the Enterprise fleet management contract
- Discussed potential sustainable initiatives to be included on Jail project with SASD and county staff
- Met with staff to discuss internal controls and staffing for Probation
- Discussed potential operating agreement with Gravity Renewables for purchase of hydroelectric power
- Held monthly update meeting for Radio Communication project
- Discussed various legal issues with County Attorney's Office
- Met with department heads to review and discuss Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards
- Met to discuss countywide travel policy
- Met to discuss C-PACE (Property Assessed Clean Energy Program)

Union and Employee Relations

- Addressed step III grievance
- Discussed flex time for employees in Probation

Participation in Other Meetings/Events

- Held meetings with committee chairs and department heads to discuss monthly agendas

- Attended monthly Legislative Committee and Full Board meetings
- Attended Real Property Advisory Board Meeting
- Attended Electrical Licensing Board Meeting
- Attended SCVA Board of Directors Meeting
- Attended conference call for SC Partnership Board
- Attended conference call hosted by ICMA – Thriving as a High Performance Organization
- Attended the Partnership Revolving Loan Board meeting
- Attended conference call for an update on the NYS Executive Budget
- Attended a tour of a natural gas compressor station in Hancock, NY
- Attending meeting of the SC Tobacco Asset Securitization Corporation
- Attending a Special Executive Meeting with regard to Sales Tax sharing

Vacancy Request Fact Sheet

Date: 3/17/2016

Department: DFS

Department Head: Joseph A. Todora, Commissioner

Position/Duties: Family Services Investigator Trainee w/ Backfills Budget Position: 2242 *gnv*

Works on the Front End Detection System (FEDS) to investigate certain state-recommended indicators to prevent the pay out of unnecessary welfare benefits. Position also investigates reports of fraudulent behavior in order to recoup overpayments or referring to law enforcement for arrest.

Salary: \$ 29,565

Benefits: \$ 28,879

Total Cost: \$ 58,444

County Share: \$ 26,884

Federal Share: \$ 31,560

State Share: \$

Other:

Mandated:

Budgeted: \$ Budget Line: 6010-55-10-1011/80-8001/8002/8005/8006/8007

Date of Vacancy: 3/18/2016

Notes: _____

Date Received 3/14/16

Date Reviewed _____

Approved _____

Committee Vote:

Denied _____

YES _____ NO _____

Held _____

Reviewed: *[Signature]*
Joseph A. Todora, Commissioner


VI

Vacancy Request Fact Sheet

Date: March 14, 2016

Department: Public Health Services

Department Head: Nancy McGraw, Public Health Director

Position / Duties: Community Health Nurse – Pos. #4010-34-2333 

Salary: \$ 63,074 (The wage for this position includes 4-year experiential and contractual stipend for a F/T nurse. The base wage for this position is \$58,574.)

Benefits: \$ 37,685

Total Cost: \$100,759

County Share: \$ 0

Federal Share: \$ 0

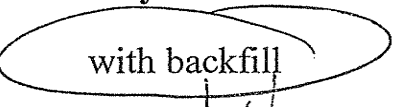
State Share: \$ 0

Other: Medicare, Medicaid and third party insurances cover the personnel cost of this position; this position will assist with CHHA visits when needed and will therefore generate additional revenue to cover this position.

Mandated: No, but this is a revenue producing position. Visits generated by third party insurances for CHHA cover the cost of the position. Additionally, nursing positions are critical to fill to maintain services to the public.

Budgeted: Yes **Budget Line:** A4010-34-10-1011 – Personal Services Regular Pay and for the various benefits: A4010-34-80-8001 through A4010-34-80-8007

Date of Vacancy: 1-13-16

Notes: with backfill 

Date Received 3/14/16

Date Reviewed _____

Approved _____

Committee Vote:

Denied _____

Yes _____ **No** _____

Held _____

V2

Vacancy Request Fact Sheet

Date: 3/3/16

Department: Public Health Services

Department Head: Nancy McGraw, Public Health Director

Position / Duties: Senior Account Clerk – Pos. #4010-33.1952 *JM*

Salary: Entry \$25,884/Full \$27,246 – Hired on or after 9/1/10
Entry \$28,759/Full \$30,273–Hired prior to 9/1/10

Benefits **: Entry \$28,046 /Full \$28,464 – Hired on or after 9/1/10
Entry \$28,928/Full \$29,392 –Hired prior to 9/1/10

** Family health insurance coverage assumed when calculating the estimated 2016 benefits totals.

Total Cost: Entry \$53,930/Full \$55,710– Hired on or after 9/1/10
Entry \$57,687/Full \$59,665 –Hired prior to 9/1/10

County Share: See total cost above. (Note: a portion of this position is funded with revenue generated from home visits by CHHA nurses.)

Federal Share: \$0.00

State Share: \$0.00

Other: See "Note" above

Mandated: No, but due to the heavy workload of our fiscal staff, filling this position is sorely needed. This position will work with accounts receivable, accounts payable, assist the billing office with extracting & submitting claims for services & inputting revenue receipts into the billing system, maintain PHS county car mileage and maintenance, etc.

Budgeted: Yes –The accounts to be charged would be: A4010-33-10-1011 – Personal Services Regular Pay and for the various benefits: A4010-33-80-8001 through A4010-33-80-8007

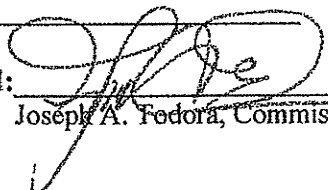
Date of Vacancy: Employee retired; her last work date was 2/29/16.

Date Received 3/4/16 **Date Reviewed** _____

Approved _____ **Committee Vote:**

Denied _____ **Yes** _____ **No** _____

Held _____

Reviewed:  _____
Joseph A. Fedora, Commissioner

V3

Vacancy Request Fact Sheet

Date: March 1, 2016

Department: Dept. of Community Services

Department Head: Joe Todora, DCS



Position/Duties: Account Clerk/Typist (#2808) / This person will help to do: billing, appointments, obtain authorizations from various insurance companies for services and payment, answer phones, schedules appointments, type's doctor's notes & attains doctor's signature on the typed notes & treatment plans to help maintain our electronic medical record compliance.

Salary: \$23,795 / \$25,047

Benefits: \$24,491/\$24,818

Total Cost: \$48,286 / \$49,865

County Share: 0

Federal Share: \$16,400

State Share: 0

Other: Revenue from our other units helps to cover this cost

Mandated: No

Budgeted: Yes **Budget Line:** A4310-10-1011

Date of Vacancy: 2/29/2016

Notes: Previous person took a promotion.

Date Received 3/1/16

Date Reviewed _____

Approved _____

Committee Vote:

Denied _____

YES _____ **NO** _____

Held _____

V4

Vacancy Request Fact Sheet

Date: 03/10/16

Department: MIS

Department Head: Lorne D. Green, CIO

Position / Duties: POS 2882

Title: Webmaster

Duties: This position is responsible for development and management of the county's Internet and Intranet Web sites. The work involves responsibility to coordinate, write, edit, design and produce web sites. Also, all departmental social media maintenance/postings as well as browser-based application/database development (both internal and external apps).

Salary: \$51,746.00
Benefits: ~~\$20,000.00~~ 35,042
Total Cost: ~~\$71,746.00~~ 86,788
County Share: ~~\$71,746.00~~ 86,788

Federal Share:

State Share:

Other:

Mandated: No

Budgeted: Yes No **Budget Line:**

Date of Vacancy: 03/14/2016

Notes:

Backfilling a vacancy created as a result of an internal appointment to the position of Client Support Technician I in MIS.

<i>For Administrative/Legislative Use ONLY</i>	
Date Received <u>3/10/16</u>	Date Reviewed _____
Approved _____	Committee Vote:
Denied _____	Yes ___ No ___
Held _____	

V5

Vacancy Request Fact Sheet

Date: 3/17/2016

Department: DFS

Department Head: Joseph A. Todora, Commissioner

Position/Duties: Family Services Investigator Trainee RPT w/ Backfills Budget Position: 2833

Works on the Front End Detection System (FEDS) to investigate certain state-recommended indicators to prevent the pay out of unnecessary welfare benefits. Position also investigates reports of fraudulent behavior in order to recoup overpayments or referring to law enforcement for arrest.

Salary: \$ 18,302

Benefits: \$ 25,540	10,393
Total Cost: \$ 43,842	28,695
County Share: \$ 20,167	13,200
Federal Share: \$ 23,674	15,495

State Share: \$

Other:

Mandated:

Budgeted: \$ Budget Line: 6010-55-10-1011/80-8001/8002/8005/8006/8007

Date of Vacancy: 2/2/2016

Notes: _____

Date Received 3/14/16

Date Reviewed _____

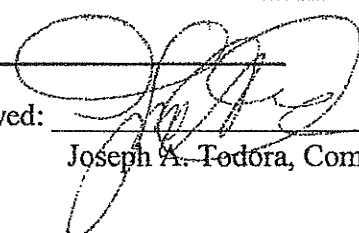
Approved _____

Committee Vote:

Denied _____

YES _____ NO _____

Held _____

Reviewed: 
Joseph A. Todora, Commissioner

V6

RESOLUTION OF THE 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 _____, 2016.

Feb-16

APPENDIX A - RECOMMENDED APPROVAL LIST

TOWN	SBL	CLASS CODE	PRIMARY OWNER	ADDRESS	TWN ST ZIP	FEE	New Bill	IMPACT	DETAIL
Fallsburg	14-1-12.1	720	Town of Fallsburg	PO Box 2019	S. Fallsburg 12779	\$ 300.00	\$ -	\$ 300.00	For 2015, Town pays the max fee. 2016 is correct
Liberty	36-1-25.5	210	Rudolph Belanchia	88 Barton Road	Liberty 12754	\$ 120.00	\$ 108.00	\$ 12.00	Enhanced STAR reduction
Lumberland	31-1-11.2	314	Thomas Modlema	2680 St. Rt 97	Pond Eddy 12770	\$ 120.00	\$ -	\$ 120.00	Vacant per assessor
Lumberland	31-1-11.7	210	Thomas Modlema	2680 St. Rt 97	Pond Eddy 12770	\$ 120.00	\$ 108.00	\$ 12.00	
Mamakating	63-1-21.3	210	Sandra Hagen	2581 SR 209	Wurtsboro 12790	\$ 300.00	\$ 120.00	\$ 180.00	Property is single family residence
Thompson	45-5-7	311	Carol McNeaney	165 Coopers Corners Rd	Monticello 12701	\$ 120.00	\$ -	\$ 120.00	
Thompson	68-1-9	930	State of New York			\$ 300.00	\$ -	\$ 300.00	
						<u>\$ 1,380.00</u>	<u>\$ 336.00</u>	<u>\$ 1,044.00</u>	

APPENDIX B - RECOMMENDED DENIAL LIST

TOWN	SBL	CLASS CODE	PRIMARY OWNER	ADDRESS	TOWN ST ZIP	FEE
Cochecton	9-1-17.5	210	Michael & Carla Meigel	6452 St. Rt 52	Lake Huntington 12752	\$ 120.00
Fallsburg	34-6-4	484	Hurteville Sullivan First	PO Box 372	Hurteville 12747	\$ 120.00
Thompson	11-1-43.2	312	Carol McEaney	165 Coopers Corners Rd	Monticello 12701	\$ 120.00

1b

**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: March 11, 2016

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: \$ _____

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 \$3,946.00 **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.

1C

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): _____

Ad.

Pre-Legislative Approvals:

A. Director of Purchasing: _____ **Date** _____

B. Management and Budget: _____ **Date** _____

C. Law Department: _____ **Date** _____

D. County Manager: _____ **Date** _____

E. Other as Required: _____ **Date** _____

Vetted in Executive _____ **Committee on** _____

RESOLUTION NO. INTRODUCED BY EXECUTIVE COMMITTEE TO APPOINT LORRAINE LOPEZ TO THE POSITION OF EXECUTIVE DIRECTOR HUMAN RIGHTS COMMISSION

WHEREAS, the position of Executive Director of the Human Rights Commission for the County of Sullivan is currently vacant due to the resignation of Eric Monroe in January 2016, and

WHEREAS, this position is a part-time position, and

WHEREAS, after conducting a search and interviews for such candidate it is the recommendation of the Executive Committee of the Human Rights Commission that Lorraine Lopez be appointed to the position effective March 21, 2016, and

WHEREAS, there is a need for the salary for said part-time position to be established.

NOW, THEREFORE, BE IT RESOLVED, that Lorraine Lopez be appointed to the position of Executive Director of the Human Rights Commission for the County of Sullivan at the salary of \$ 23,100 per year.

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO CREATE ONE (1) TEMPORARY ADMINISTRATIVE ASSISTANT POSITION IN THE PROBATION DEPARTMENT

WHEREAS, it is projected that there will be a vacancy in the Administrative Assistant position in the Probation Department in April of 2016, and,

WHEREAS, the Probation Director has requested a temporary Administrative Assistant position be created for purposes of cross training and to prevent a disruption in service within the department, and

WHEREAS, the temporary Administrative Assistant position is to be abolished once the permanent Administrative Assistant position becomes vacant.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the creation of one (1) temporary Administrative Assistant position in the Probation with a salary set in accordance with the provisions of the Teamsters Collective Bargaining Agreement, and

BE IT FURTHER RESOLVED, the Sullivan County Legislature gives approval to fill the position, and

BE IT FURTHER RESOLVED that the temporary Administrative Assistant position is to be abolished once the permanent Administrative Assistant position becomes vacant.

RESOLUTION NO. ____ INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE COUNTY ATTORNEY TO ENTER INTO A STIPULATION OF SETTLEMENT IN AN ARTICLE 78 LAWSUIT INVOLVING THE SULLIVAN COUNTY ADULT CARE CENTER and SHENNOY WELLINGTON as Administrator

WHEREAS, an employee of the Sullivan County Adult Care Center brought an Article 78 action against Sullivan County and Shennoy Wellington as Administrator of the Sullivan County Adult Care Center with regard to actions taken by the Administrator concerning the termination of the employee following a Civil Service Section 71 Hearing, and

WHEREAS, the Defendants denied having done anything improper, and

WHEREAS, it became apparent that an amicable resolution would be preferable to the continued expense of the lawsuit, and

WHEREAS, the Parties have now entered into a mutually acceptable Stipulation wherein the Plaintiff shall be provided with full back pay, adjusted for workers' compensation and interim earnings, and shall further receive full service credit for purposes of vacation and sick leave accruals, and

NOW THEREFORE BE IT RESOLVED THAT: the County Attorney is authorized to execute the Stipulation and the County Manager is authorized to make the compensatory damage payments called for in said Stipulation.

Moved by _____ ,
Seconded by _____ ,
and adopted on motion _____ , 2016.

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

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

WHEREAS, under the County's insurance agreement, if outside counsel is employed and if a tort matter results in a substantial award, the outside counsel's costs may count towards the County's self insured retention, and

WHEREAS, Mr. Kaplan handles State of New York municipal liability claims involving automobile accidents involving County vehicles; slip and fall accidents on County owned or controlled properties; roadway design defect cases for County controlled roads and intersections; prisoner claims that do not involve Federal, Constitutional issues and contract issues involving County agencies, 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 enter into an agreement for the period effective January 1, 2016 through December 31, 2019, to assure a continuity of his excellent representation.

NOW THEREFORE BE IT RESOLVED, that the County Manager is hereby authorized to execute a Retainer Agreement with Bryan Kaplan, Esq., through December 31, 2019 in the amount of \$66,000.00 per annum, for legal services and representation in the defense of municipal liability claims, plus additional costs and disbursements as set forth in the County's 2015 agreement with Mr. Kaplan, and

BE IT FURTHER RESOLVED, that the Retainer Agreement shall be in a form approved by the County Attorney.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2016.

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

To: Sullivan County Legislature

Fr: Cheryl McCausland, County Attorney

Re: Request for Consideration of a Resolution: to enter into a Retainer Agreement with Bryan Kaplan, Esq.

Date: February 29, 2016

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 retainer agreement with Bryan Kaplan, Esq., for defense work done on behalf 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: \$ 66,000.00

Are funds already budgeted? Yes No

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

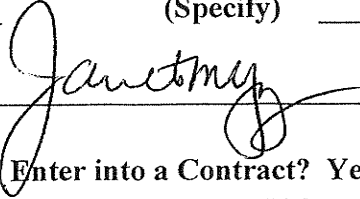
If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County \$ 66,000.00 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 [Bryan Kaplan, Esq.] of
[_____]

Nature of Other Party to Contract: Individual Other:

Duration of Contract: From 01/01/2016 To 12/31/2019

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 05/01/2008 To 12/31/2015

Amount authorized by prior contract(s): 58,000.00

Resolutions authorizing prior contracts (Resolution #s): 193-08, 417-08, 534-10, 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.]:

under the County's insurance agreement, if outside counsel is employed and if a tort matter results in a substantial award, the outside counsel's costs may count 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): 66,000.00

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 PKJ

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

Pre-Legislative Approvals:

- A. Director of Purchasing: *Dusty Jones* Date *2/29/16*
- B. Management and Budget: *Jane Mlyn* Date *3/11/16*
- C. Law Department: *[Signature]* Date *2/29/16*
- D. County Manager: *[Signature]* Date *3/1/16*
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. _____ INTRODUCED BY EXECUTIVE COMMITTEE TO
AUTHORIZE AWARD AND EXECUTION OF CONTRACT WITH, MID-STATE
COMMUNICATIONS & ELECTRONICS, INC.**

WHEREAS, bids were received for Phase III Site Development for the Emergency Communications Upgrade Project, and

WHEREAS, Mid-State Communications & Electronics, Inc., 185 Clear Road, Oriskany, NY 13424, is the lowest responsible bidder for this project, and

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

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is authorized to execute a contract with Mid-State Communications & Electronics, Inc., in accordance with Bid No. B-16-05, for Phase III communication site development services in the amount not to exceed \$554,000.

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

To: Sullivan County Legislature

Fr: Richard Martinkovic, Public Safety Commissioner

Re: Request for Consideration of a Resolution: To award Phase III Site Development contract to Mid-State Communicaitons & Electronics Inc.

Date: 3/17/2016

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 will allow the County Manager to enter into an agreement with Mid-State Communications & Electronics, Inc for the Phase III tower site development (Monticello and Lumberland) as part of the Public Safety Communications Upgrade Project.

Is subject of Resolution mandated? Explain:

No, however necessary to complete the communications upgrade project.

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 554,000.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): H53-3997-40-4006

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

Estimated Cost Breakdown by Source:

County	\$ <u>554,000.00</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.

BA

Request for Authority to Enter into Contract with [Mid-State Comm & Elect] of [Oriskany, NY]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 03/18/2016 To 12/31/2016

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:

N/A

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 construction of these final two towers are essential for improved communications and coverage of the future public safety communications system.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$554,000

Efforts made to find Less Costly alternative:

Bid #B-16-05

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

No cost sharing opportunities available at this time. There may come future opportunities for co-location by others to help offset maintenance costs.

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

Bid #B-16-05

Person(s) responsible for monitoring contract (Title): Public Safety Commissioner

Pre-Legislative Approvals:

- A. Director of Purchasing: Nancy Jones Date 3/9/16.
- B. Management and Budget: [Signature] Date 3/14/16
- C. Law Department: [Signature] Date 3/14/16
- D. County Manager: [Signature] Date 3/15/16
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. _____ - 16 RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE
CALLING FOR AN INCREASE IN THE SHARE OF REVENUE COUNTIES RETAIN FOR
PROVIDING STATE DMV SERVICES**

WHEREAS, 52 of 62 New York Counties are mandated by the State to operate a local Department of Motor Vehicles Office; AND

WHEREAS, this local DMV operation is one of many examples of shared services that counties provide for the State; AND

WHEREAS, under current law the State of New York takes 87.3% of all fees collected from the work performed by the county operated DMV's; AND

WHEREAS, the remaining 12.7% county share has not been increased since 1999, yet the amount of work required by the local DMV offices has increased in that same time period; AND

WHEREAS, the Governor and the State Legislature have repeatedly stated that lowering the property tax burden on local residents is a key priority ; AND

WHEREAS, increasing the county DMV revenue sharing rate will provide counties with needed revenue to continue to provide necessary local government services and reduce pressure on property taxes without increasing costs or fees to local residents; AND

WHEREAS, there is a clear inequity present when a county DMV provides all the services, including overhead and staffing needs, to fulfill these DMV services needed for state residents, yet the State takes 87.3% of the revenue generated from providing said services; AND

WHEREAS, the State Senate recognized this inequity placed on counties and attempted to reduce the burden of local property taxpayers by overwhelmingly passing Senator Patty Richie's bill S-4964, which would raise the 12.7% county share up to a 25% share; AND

WHEREAS, counties recognize the important function of the State DMV in providing both support to counties and resident services; accordingly, any loss in the State DMV operational budget that occurs from increasing county revenue should be made whole through the State General Fund.

NOW, THEREFORE BE IT RESOLVED, as follows:

Section 1. That the Sullivan County Legislature calls upon Governor Andrew M. Cuomo and members of the State Legislature to require a substantial increase of the county DMV revenue share with the State.

Section 2. That the Clerk is hereby directed to forward via email a certified copy of this resolution to Governor Andrew M. Cuomo, Sullivan County representatives of the New York State Legislature, the New York State Association of Counties, and all Counties within New York encouraging member counties to enact similar resolutions.

Section 3. That the within resolution shall take effect immediately.

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE.

RESOLUTION TO RE-APPOINT TWO (2) MEMBERS TO THE COMMUNITY SERVICES BOARD

WHEREAS, there is a need to re-appoint two (2) members to the Community Services Board; and

WHEREAS, the appointment is to commence on January 1, 2016; and

WHEREAS, the appointment shall be for a four (4) year term ending on December 31, 2019.

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
Susan K. Miller	1/1/2016 - 12/31/2019
Eddie Mustavs	1/1/2016 - 12/31/2019

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2016.

**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 two (2) people to the CSB.

Date: February 23, 2016

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 two (2) 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 & 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.

Pre-Legislative Approvals:

- A. Director of Purchasing: Tracy Jones Date 3/8/16
- B. Management and Budget: Janet Myers Date 3/8/16
- C. Law Department: [Signature] Date 3/8/16
- D. County Manager: [Signature] Date 3/9/16
- E. Commissioner: [Signature] Date 2/24/16

Vetted in _____ Committee on _____

Resolution No. _____

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE.

RESOLUTION TO APPOINT ONE (1) MEMBER TO THE COMMUNITY SERVICES BOARD

WHEREAS, there are several vacancies on the Community Services Board, and

WHEREAS, there is a need to appoint one (1) member to fill a vacancy on the Community Services Board; and

NOW, THEREFORE, BE IT RESOLVED, the following individual to be appointed to fill a vacancy on the Sullivan County Community Services Board to reflect the date set opposite his/her name:

APPOINTMENT TO THE CSB

TERM

Sarah D. Smith, PsyD.
(to fill vacancy which has been vacant since 9/2007)

1/01/2016 to 12/31/2019

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2016.

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 one (1) person to the CSB.

Date: February 23, 2016

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 a vacant term on the Community Services Board (CSB) by appointing one (1) person, Sarah D. Smith, PsyD., 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: \$ _____

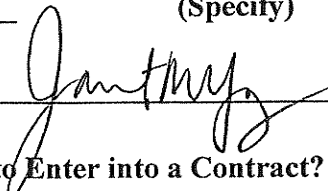
Are funds already budgeted? Yes ___ No ___

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.

Pre-Legislative Approvals:

- A. Director of Purchasing: Jay Jones Date 3/8/16
- B. Management and Budget: Janet Myers Date 3/8/16
- C. Law Department: [Signature] Date 3/8/16
- D. County Manager: [Signature] Date 3/9/16
- E. Commissioner: [Signature] Date 2/24/16

Vetted in _____ Committee on _____

**RESOLUTION NO. ____ INTRODUCED BY THE EXECUTIVE COMMITTEE TO
AUTHORIZE THE COMMISSIONERS OF THE BOARD OF ELECTIONS AND
COUNTY MANAGER TO ENTER INTO AN AGREEMENT WITH A COURT
APPOINTED MONITOR FOR THE BOARD OF ELECTIONS**

WHEREAS, a number of Plaintiffs brought a federal civil rights action against the Sullivan County Board of Elections and Commissioners Prusinski and Gaebel, (hereinafter, the “Parties”) with regard to actions taken by the Board concerning certain challenges to voter registrations during the last Bloomingburg election and the special Bloomingburg election, and

WHEREAS, the Parties entered into a mutually acceptable Consent Decree, which was “So Ordered” by the U.S. District Judge Katherine B. Forrest, and

WHEREAS, pursuant to the Consent Decree the Parties agreed to the appointment of a monitor to perform specific duties, more fully set forth in the Decree, with respect to future elections in the Village of Bloomingburg, and

WHEREAS, on March 2, 2016 the Hon. Katherine B. Forrest signed an order appointing Carmen Beauchamp Ciparick to serve as the Monitor, and

WHEREAS, as ordered in the Consent Decree the term of the monitor shall run from five years from the date of the appointment, and

WHEREAS, pursuant to the Consent Decree the County of Sullivan shall be responsible for the payment of Monitor Ciparick’s compensation, and

WHEREAS, the hourly rate for Monitor Ciparick shall not exceed \$750.00/hr.

NOW THEREFORE BE IT RESOLVED THAT: the Commissioners of the Board of Elections and County Manager are hereby authorized to enter into an agreement with Ms. Carmen Beauchamp Ciparick, Esq., as the monitor for the Board of Elections for matters pertaining to the Village of Bloomingburg, at the aforesaid rate and term.

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

, 2016.

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

To: Sullivan County Legislature

Fr: Board of Elections

Re: Request for Consideration of a Resolution: to authorize the Commissioners and County Manager to sign an Agreement with the Monitor

Date: March 9, 2016

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.]

Pursuant to the Court ordered Consent Decree and appointment of Monitor Carmen Beauchamp Ciparick the resolution authorizes the BOE Commissioners and County Manager to enter into an agreement with Ms. Ciparick.

Is subject of Resolution mandated? Explain:

Yes, Monitor Ciparick was appointed by the Court on March 2, 2016.

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$750.00 per hour

Are funds already budgeted? Yes No

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

If "No", specify proposed source of funds: A-1450-40-4013

Pending Budget modification

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 [Carmen Beauchamp Ciparick] of
[_____]

Nature of Other Party to Contract: Professional

Other:

Duration of Contract: From 03/02/2016 To 03/02/2021

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:

Court Ordered Consent Decree authorized the appointment of a Monitor dated February 1, 2016 and Appointment of Monitor Ciparick by Judge Forrest on March 2, 2016.

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): Unknown

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): _____

106

Pre-Legislative Approvals:

- A. Director of Purchasing: *Franky Jones* Date *3/9/16*
- B. Management and Budget: *James Flynn* Date *3/11/16*
- C. Law Department: *[Signature]* Date *3/9/16*
- D. County Manager: *John P. [Signature]* Date *3/11/16*
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

RESOLUTION NO. INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE AWARD AND EXECUTE AGREEMENT

WHEREAS, Corporate Services EAP and Catholic Charities Community Services of Orange County submitted a proposal for Employee Assistance Services for Sullivan County, and

WHEREAS, the Sullivan County Director of Human Resources/Personnel Officer has approved said proposal and recommends that a contract be executed.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute an Agreement with Corporate Services EAP and Catholic Charities Community Services of Orange County, at a cost not to exceed \$18,340.00, for the contract period April 1, 2016 through March 31, 2017, with three (3), yearly extensions, at the same terms and conditions, in accordance with RFP, R-16-02, said contract to be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2016.

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

To: Sullivan County Legislature

Fr: Lynda G. Levine, Director of Human Resources/Personnel Officer

Re: Request for Consideration of a Resolution: To enter into an agreement

Date: March 14, 2016

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 enter into an agreement with EAP provider. The County is required to provide an Employees Assistance Program by virtue of Collective Bargaining Agreements and County policy.

Is subject of Resolution mandated? Explain:

Mandated by CBA's

Does Resolution require expenditure of funds? Yes No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 18,340.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A1430-40-4001

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

Estimated Cost Breakdown by Source:

County	\$ <u>18,340.00</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.

11A

Request for Authority to Enter into Contract with [Catholic Charities Com. Serv.] of
[Orange County]

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

Duration of Contract: From 04/01/2016 To 03/31/2017

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 04/01/2015 To 03/31/2016

Amount authorized by prior contract(s): 19,640.00

Resolutions authorizing prior contracts (Resolution #s): 226-15; 63-15

Future Renewal Options if any:

three (3) yearly extensions

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:

Mandated to provide EAP services by CBA

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): 18340.00

Efforts made to find Less Costly alternative:

RFP in 2016

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

N/A

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

RFP-16-02

Person(s) responsible for monitoring contract (Title): Lynda G. Levine

PH b

Pre-Legislative Approvals:

A. Director of Purchasing: _____ Date _____

B. Management and Budget: _____ Date _____

C. Law Department: _____ Date _____

D. County Manager: _____ Date _____

E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

HC

RESOLUTION NO. _____ INTRODUCED BY EXECUTIVE COMMITTEE TO ACCEPT FISCAL YEAR 2016 EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG)

WHEREAS, the Emergency Management Performance Grant, administered by the NYS Division of Homeland Security and Emergency Services/ Federal Grant Program Administration Unit, provides funding to cover a portion of the Commissioner of Public Safety's salary; and

WHEREAS, the grant award for Fiscal Year 2016 is in the amount of \$34,048.00 for the period of performance of October 1, 2015 through September 30, 2017; and

WHEREAS, Sullivan County is required to provide a local match equal to the funding award amount of \$34,048.00 – for a total project cost of \$68,096.00.

NOW, THEREFORE, BE IT RESOLVED, that the County Legislative Chairman and / or the County Manager (*as required by the funding source*) be and is hereby authorized to execute any and all necessary documents to submit the application paperwork, accept the grant award and access the funding, in such form as the County Attorney shall approve; and

BE IT FURTHER RESOLVED, that should the funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this grant funding.

Moved by _____ seconded by _____, put to a vote with _____ absent, unanimously carried and declared duly adopted on motion _____.

12

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

To: Sullivan County Legislature
Fr: Richard A. Martinkovic
Commissioner of Public Safety
Re: Request for Consideration of a Resolution:

Date: March 9, 2016

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.]

Accept Fiscal Year 2016 Emergency Management Performance Grant (EMPG)

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: \$ 68,096.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A3010

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

Estimated Cost Breakdown by Source:

County	\$ <u>34,048.00</u>	Grant(s)	\$ _____
State	\$ <u>34,048.00</u>	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: Janetmy

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: Kathy Jones Date 3/11/16
- B. Management and Budget: Janet Myz Date 3/11/16
- C. Law Department: [Signature] Date 3/11/16
- D. County Manager: [Signature] Date 3/11/16
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____



Homeland Security and Emergency Services

ANDREW M. CUOMO
Governor

JOHN P. MELVILLE
Commissioner

3/7/16
cc. AH VE
DM AF
JP.

March 3, 2016

The Honorable Luis A. Alvarez
Sullivan County Legislature Chairman
100 North Street
P.O. Box 5012
Monticello, NY 12701

RECEIVED

MAR 07 2016

SULLIVAN COUNTY LEGISLATURE

Dear Mr. Alvarez:

I am pleased to inform you that Sullivan County is awarded \$34,048 under the FY2016 Emergency Management Performance Grant (EMPG). Funding for this grant is provided by the U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA). The New York State Division of Homeland Security and Emergency Services (DHSES) will administer this funding on behalf of FEMA. Please note that the contract for this award will be executed upon the State's receipt of the official grant award from FEMA. The performance period for this grant is expected to be from October 1, 2015 through September 30, 2017.

The FY2016 EMPG application documents and grant guidance will be sent in the near future to your designated program points of contact. In order for DHSES to provide these critical funds to you as quickly as possible, your application must be submitted to DHSES no later than May 6, 2015. If you need assistance in completing your application, please contact DHSES's Grant Program Administration Office at (866) 837-9133.

Thank you for your continued support of New York State's emergency preparedness efforts. DHSES remains committed to providing you with outstanding support in the administration of your homeland security programs. If you have any questions, please contact me at (518) 242-5000 or my Director of Grants, Shelley Wahrlich, at (518) 402-2123.

Sincerely,

John P. Melville
Commissioner

12d

**RESOLUTION NO. INTRODUCED BY THE EXECUTIVE COMMITTEE TO
AUTHORIZE THE COUNTY MANAGER TO APPLY AND ACCEPT A STATE
HOMELAND SECURITY PROGRAM (SHSP) 2016 GRANT AWARD FROM THE NEW
YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY
SERVICES**

WHEREAS, the New York State Division of Homeland Security and Emergency Services provides funds to support efforts of emergency management/homeland security; and

WHEREAS, the New York State Division of Homeland Security and Emergency Services provides funds for the law enforcement community to support their terrorism prevention and preparedness efforts; and

WHEREAS, Sullivan County has been awarded a \$210,000.00 reimbursable, two part grant from the New York State Division of Homeland Security and Emergency Services – State Homeland Security Program (*SHSP*); and

WHEREAS, Sullivan County has been awarded \$157,500.00 from the SHSP for support planning, equipment, training and exercise needs associated with preparedness and prevention activities; and

WHEREAS, Sullivan County has been awarded \$52,500.00 from the SHSP - State Law Enforcement Terrorism Prevention Program (SLETPP) for the law enforcement community to support their terrorism prevention and preparedness efforts; and

WHEREAS, Sullivan County is not required to provide any local cash match.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and / or their authorized representative (*as required by the funding source*) to execute any and all necessary documents to submit the FY16 SHSP / SLETPP application for funding; and

BE IT FURTHER RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager, and / or Chairman of the County Legislature (*as required by the funding source*) to accept the award, and enter into an award agreement or contract to administer the funding secured, in such form as the County Attorney shall approve; and

BE IT FURTHER RESOLVED, that should the FY16 SHSP / SLETPP funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.

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

To: Sullivan County Legislature
Fr: Richard A. Martinkovic
Commissioner of Public Safety
Re: Request for Consideration of a Resolution:
Date: March 9, 2016

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 apply and accept a State Homeland Security Program (SHSP) 2016 Grant Award from the New York State Division of Homeland Security and Emergency Services

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 ___

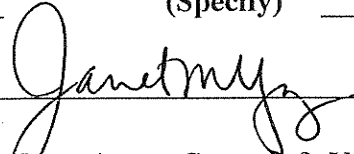
If "Yes" specify appropriation code(s): _____

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

Estimated Cost Breakdown by Source:

County	\$ _____	Grant(s)	\$ <u>210,000.00</u>
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

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

Pre-Legislative Approvals:

- A. Director of Purchasing: Kathy Jones Date 3/11/16
- B. Management and Budget: Janelmy Date 3/11/16
- C. Law Department: [Signature] Date 3/11/16
- D. County Manager: [Signature] Date 3/14/16
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____



**Homeland Security
and Emergency Services**

8/7/16
C. AH, VI
DM, A
JP

ANDREW M. CUOMO
Governor

JOHN P. MELVILLE
Commissioner

February 26, 2016

The Honorable Luis A. Alvarez
Sullivan County Legislature Chairman
100 North Street, P.O. Box 5012
Monticello, NY 12701

RECEIVED

MAR 07 2016

SULLIVAN COUNTY LEGISLATURE

Dear Mr. Alvarez:

I am pleased to inform you that Sullivan County is awarded \$210,000 under the FY2016 State Homeland Security Program (SHSP). Funding for this grant is provided by the U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA). The New York State Division of Homeland Security and Emergency Services (DHSES) will administer this funding on behalf of FEMA. Please note that the contract for this award will be executed upon the State's receipt of the official grant award from FEMA.

This funding is provided to your County to support regional preparedness efforts. Your application for these funds must be developed in conjunction with appropriate local stakeholders and it should address the greatest homeland security needs within your entire County. Your SHSP projects must also comply with Federal grant guidelines and they must support the 2014-2016 New York State Homeland Security Strategy, which is available online at <http://www.dhSES.ny.gov/planning/>. Please refer to the enclosed FY2016 SHSP Program Guidance and Application worksheet for further details on this grant program. DHSES's Grants Program Administration Office will work with your designated SHSP Points of Contact to provide additional administrative guidance, as needed.

Federal guidelines require that 25 percent \$52,500 of your total award be directed to law enforcement terrorism prevention activities. These activities should be consistent with the efforts of your local Counter Terrorism Zone (CTZ).

Based on the State's risk profile and the results of the County Emergency Preparedness Assessment (CEPA) program, DHSES has identified the following priorities for the FY2016 SHSP:

- Advancement of regional partnerships to build capabilities in a coordinated and cost-effective way
- Maturation of citizen preparedness efforts, building on the Governor's Citizen Preparedness Program
- Development of effective cyber security programs and policies
- Enhancement of law enforcement information-sharing capabilities in coordination with

13d

- the New York State Intelligence Center (NYSIC) and your local CTZ
- Continued coordination of Emergency Management planning efforts, focusing on identified gap areas in your jurisdiction
 - Sustainment of effective programs and existing capabilities

Please note that DHSES is requiring that the Chief Executive of each County or City that receives SHSP funding sign a certification outlining your compliance with a series of related "Priority Preparedness Objectives" that have been designated by the State for the FY2016 SHSP. Specifics on these State priorities and the certification form are contained in the enclosed Program Guidance. A signed copy of the certification form must be submitted with your application.

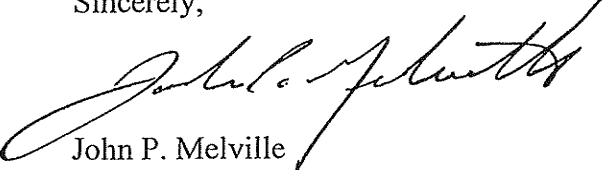
In December 2015, DHSES marked a significant milestone for the CEPA program with the completion of initial CEPA reports for every county in the state. I thank you for your county's participation in this process and urge you to consider leveraging your CEPA report, in addition to the priorities outlined above, to inform your FY2016 SHSP application.

Also, as you develop your application for funding, I ask that you carefully consider which projects you prioritize this year. DHS has dramatically increased the level of project detail required from grantees and it is becoming increasingly difficult to change projects during the grant period.

The performance period for the FY2016 grant is expected to be from September 1, 2016 through August 31, 2019. Your application must contain projects that can be completed during the performance period as extensions will not be allowed. In order for DHSES to provide these critical funds to you as quickly as possible, your application must be submitted to DHSES no later than March 29, 2016.

Thank you for your continued support of New York State's homeland security efforts. DHSES remains committed to providing you with outstanding support in the administration of your homeland security programs. If you have any questions, please contact me at (518) 242-5000 or my Director of Grants, Shelley Wahrlich, at (518) 402-2123.

Sincerely,



John P. Melville
Commissioner

Enclosures

13e

~~2~~

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

To: Sullivan County Legislature

Fr: Sullivan County Coroners

Re: Request for Consideration of a Resolution:

Date: March 14, 2016

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.]

For the County to enter into an agreement with pharmacies for the collection of controlled substances obtained by the Sullivan County Coroners during the course of their duties.

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: Janet My

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.

14A

Pre-Legislative Approvals:

- A. Director of Purchasing: ^{Assistant} Angen Sews Date 3/14/16
- B. Management and Budget: Janet My Date 3/14/16
- C. Law Department: [Signature] Date 3/14/16
- D. County Manager: [Signature] Date 3/5/16
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE
AWARD AND EXECUTION OF CONTRACT**

WHEREAS, proposals were received for various oxygen services for the Sullivan County Adult Care Center, and

- WHEREAS, Medical Solutions Group, Inc., 100 Broadhollow Road, Suite 105, Farmingdale, New York 11735, is qualified to provide these services, and

WHEREAS, the Sullivan County Adult Care Center has approved said proposer and recommends that a contract be executed.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is authorized to execute a contract with Medical Solutions Group, Inc., in accordance with Quote No. Q-16-05, for a total cost not to exceed \$50,000.00, for the contract period, April 1, 2016 through March 31, 2017, with three (3) additional, yearly, extensions, as per pricing submitted with proposal, and shall be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2016.

Request for Authority to Enter into Contract with [Medical Solutions Group, Inc.] of
[100 Broadhollow Road, Suite 105, Farmingdale, NY 11735]

Nature of Other Party to Contract: Out Of County Vendor Other:

Duration of Contract: From 04/01/2016 To 03/31/2017

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:

Three additional yearly extensions are available.

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 provide services in house.

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:

Quote No. Q-16-05

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

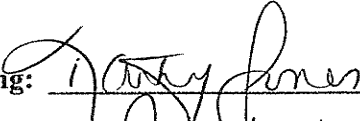
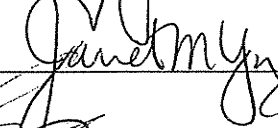
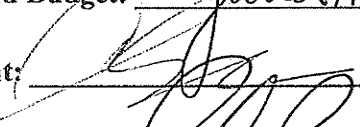
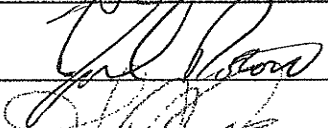
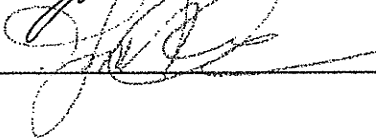
N/A

15b

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)
RFP-R-13-56

Person(s) responsible for monitoring contract (Title): Director of Rehabilitation

Pre-Legislative Approvals:

- A. Director of Purchasing:  Date 3/14/16
- B. Management and Budget:  Date 3/14/16
- C. Law Department:  Date 3/14/16
- D. County Manager:  Date 3/5/16
- E. Other as Required:  Date 3/14/16

Vetted in _____ Committee on _____

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE

RESOLUTION TO MODIFY RESOLUTION NO. 129-14 & RESOLUTION 61-15 PRIME REHABILITATION SERVICES

WHEREAS, Prime Rehabilitation Services, 1940 Commerce Street, Suite 210, Yorktown Heights, New York 10598, was awarded the contract for rehabilitation services for the Sullivan County Adult Care Center, and

WHEREAS, Due to the completion of the new Rehabilitation Unit for short term rehab patients, additional services are required and the total amount of the contract must be increased from, "an amount not to exceed \$425,000.00" to "an amount not to exceed \$430,000.00", for the remainder of 2015, and

WHEREAS, This agreement shall be extended through December 31, 2016 for an additional amount not to exceed \$517,500.00, for the term January 1, 2016 through December 31, 2016.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a Modification Agreement with Prime Rehabilitation Services, for a total amounts noted above, in accordance with RFP, R-13-56, said contract modification to be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2016.

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

To: Sullivan County Legislature

Fr: Adult Care Center, Shennoy Wellington

Re: Request for Consideration of a Resolution: Prime Rehabilitation Services

Date:

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.]

Authorization is additional for \$5,000.00 for 2015 and for 2016 not to exceed \$517,500.00. The increase is directly related to increase in Medicare A and Manage care resident and rehabilitation services.

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: \$ 517,500.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): 6020-63-68-69-70-40-4014

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

Estimated Cost Breakdown by Source:

County	\$ <u>55,656.00</u>	Grant(s)	\$ _____
State	\$ <u>346,462.00</u>	Other	\$ <u>43,055.00</u>
Federal Government	\$ <u>72,327.00</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 and 3.

16A

Request for Authority to Enter into Contract with [Prime Rehab Services] of
[Yorktown Heights, NY]

Nature of Other Party to Contract: Out Of County Vendor Other:

Duration of Contract: From 01/01/2014 To 12/31/2016

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2012 To 12/31/2013

Amount authorized by prior contract(s): 500,000.00

Resolutions authorizing prior contracts (Resolution #s): 552-11

Future Renewal Options if any:

2 additional yearly extensions are available.

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 provide services in house.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 2015 - \$430,000.00 and 2016 \$517,500.00

Efforts made to find Less Costly alternative:

Prime was lowest proposer for RFP R-13-56

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

N/A

16b

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)
RFP-R-13-56

Person(s) responsible for monitoring contract (Title): Director of Rehabilitation

Pre-Legislative Approvals:

- A. Director of Purchasing: [Signature] Date 3/14/16
- B. Management and Budget: [Signature] Date 3/14/16
- C. Law Department: [Signature] Date 3/14/16
- D. County Manager: [Signature] Date 3/15/16
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

ABC