



SULLIVAN COUNTY LEGISLATURE
Planning, Environmental Management and Real Property Committee
Thursday, October 6, 2016 ~ 12:30 PM

Committee Members: Alan Sorensen (Chair); Catherine Owens (Vice Chair); Joe Perrello, Ira Steingart & Nadia Rajsz

AGENDA

PRESENTATIONS: None

DISCUSSION: None

RESOLUTIONS:

COUNTY ATTORNEY - None

COUNTY TREASURER – None

PLANNING –

- 1. To authorize the County Manager to Execute Contract with HAAS Landscape Architects for Professional Design Services.**
- 2. To authorize Round 3 contracts for the 2016 Plans and Progress Small Grants Program.**

REAL PROPERTY -None

DEPARTMENT/PROGRAM UPDATES AND REPORTS:

County Attorney: - None
County Treasurer: - Update on Current Issues
Real Property: - Monthly Deed and Subdivision Report

DIVISION DISCUSSION ITEMS: None

PUBLIC COMMENTS:

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

To: Sullivan County Legislature

Fr: Heather Jacksy, Senior Planner, Planning and Environmental Management

Re: Request for Consideration of a Resolution: to Authorize Award and Execution of Contract

Date: September 26, 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.]

Allow DPEM to contract with a consultant who will perform engineering services for a river access in the Town of Highland, paid for through a grant from the NYS DOS

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: \$ 25,000.00

Are funds already budgeted? Yes No

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

If "No", specify proposed source of funds: reimbursement from NYS grant

Estimated Cost Breakdown by Source:

County	\$ _____	Grant(s)	\$ _____
State	\$ <u>25,000.00</u>	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 [Haas Landscape Architects] of
[19 South Washington St. Binghamton NY]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 10/15/2017 To 07/15/2018

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.]:

These services are part of a grant

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$25,000

Efforts made to find Less Costly alternative:

issued an RFP to find the most cost effective best qualified consultant

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

these funds will come from a grant through the NYS DOS

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

RFP issued, proposed consultant most responsible bidder *RFP-R-16-13/KJ*

Person(s) responsible for monitoring contract (Title): Senior Planner

Pre-Legislative Approvals:

- A. Director of Purchasing: *Kathy Jones* Date 9/26/16
- B. Management and Budget: *Jamie Myers* Date 10/3/16
- C. Law Department: *[Signature]* Date 10.3.16
- D. County Manager: *[Signature]* Date 10/4/16
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

Resolution No. _____

RESOLUTION INTRODUCED BY PLANNING AND ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO EXECUTE CONTRACT WITH HAAS LANDSCAPE ARCHITECTS FOR PROFESSIONAL DESIGN SERVICES

WHEREAS, the Division of Planning and Environmental Management has grant funding to complete engineering for a river access in the Town of Highland, and

WHEREAS, a request for proposals was issued through the Department of Purchasing by the Division of Planning and Environmental Management, and

WHEREAS, proposals were received for Professional Design Services for Assistance on Design and Engineering for a River Access in the Town of Highland, along the Upper Delaware River, and

WHEREAS, the proposal from HAAS Landscape Architects, 9 South Washington Street, Binghamton, New York 13903, is the responsible proposer for this project, and

WHEREAS, the Division of Planning and Environmental Management recommends that an award be made.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a contract with HAAS Landscape Architects, in an amount not to exceed \$25,000, in accordance with RFP-16-13, and 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: Freda C. Eisenberg, Planning Commissioner

Re: Request for Consideration of a Resolution: To Authorize Round 3 Contracts for the 2016
Plans and Progress Small Grants Program

Date: September 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 authorize round 3 contracts with the projects listed in Schedule A for the 2016 Plans and Progress Small Grants Program.

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: \$ 50,360.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A-8020-90-47-4763

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

Estimated Cost Breakdown by Source:

County	\$ <u>50,360.00</u>	Grant(s)	\$ _____
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State	\$ _____	Other	\$ _____
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Federal Government	\$ _____	(Specify)	_____
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Verified by Budget Office: 

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

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

Pre-Legislative Approvals:

- A. Director of Purchasing: Kathy Jones Date 9/30/16
- B. Management and Budget: Jane Myers Date 10/3/16
- C. Law Department: [Signature] Date 10/3/16
- D. County Manager: Jul Petrus Date 10/4/16
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. -16 INTRODUCED BY THE PLANNING, ENVIRONMENTAL
MANAGEMENT AND REAL PROPERTY COMMITTEE TO AUTHORIZE ROUND 3
CONTRACTS FOR THE 2016 PLANS AND PROGRESS SMALL GRANTS PROGRAM**

WHEREAS, the Sullivan County Legislature allocated \$100,000 in the FY 2016 budget to be distributed to local communities, non-profits and civic-organizations through the Plans and Progress Small Grants program; and

WHEREAS, the program is designed to accept applications on a rolling basis with periodic reviews; and

WHEREAS, the program review committee assessed recent applications and presented its recommendations to the Sullivan County Legislature; and

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature approves the projects listed in the attached Schedule A and the disbursement of the associated funds, and

BE IT FURTHER RESOLVED, that the Sullivan County Legislature authorizes the County Manager to enter into contracts with these award recipients for these projects upon meeting the guidelines of the Plans and Progress small grants program, said contracts to be in a form approved by the County Attorney.

Moved by _____, **Seconded by** _____, put to a vote, _____
unanimously carried and **declared duly adopted on motion** _____.

Schedule A: Round 3 Plans & Progress Program Recommendation Awards

Applicant	Applicant Address	Applicant District	District(s) of Project Impact	Project	Award Recommendation
St. Peter's Church	PO Box 154, Swan Lake, NY 12783	6	6	"Chat Day 2017" and follow up initiatives on preventing drug abuse	\$2,000
Liberty Museum	46 S. Main St., Liberty NY 12754	6	6	Cultural Courtyard - Barn Bridge	\$4,450
Delaware Highlands Conservancy	PO Box 219, Narrowsburg, NY 12764	1	9	Interpretive trail educational materials and signage/Monticello	\$4,260
Town of Liberty	119 N. Main St., Liberty, NY 12754	6	6	ADA Interpretive Trail / Walnut Mountain Park	\$7,000
Town of Neversink	PO Box 307, Grahamsville, NY 12740	3	3	Fencing and ADA ramp for Route 42 Community Park	\$7,000
Woodridge	PO Box 655, Woodridge, NY 12789	7	7	Section of O&W Trail refurbishment and protection	\$7,050
Town of Fallsburg	PO Box 2019, South Fallsburg, NY 12779	7	7	Fish Stocking	\$1,000
Cochecton Center Community Center	PO Box 326, Lake Huntington, NY 12752	1	1	Exterior painting of building	\$3,600
Cornell Cooperative Extension	64 Ferndale- Loomis Rd., Liberty, NY 12754	6	Multiple	Design and install "Right to Farm Community" signs	\$9,000
Delaware Company	PO Box 88, Barryville, NY 12719	2	2 & 1	Design, fabricate, and install memorial at Minisink Battleground	\$5,000

S.C.R.P.T.S. DEED/SUBDIVISION REPORT

MONTH OF August 2016			DEEDS		SUBDIVISION LOTS			
SUBDIVISION LOTS	DEEDS	TOWN	MONTH	2015	2016	2015	2016	
	37	BETHEL	JANUARY	236	250	0	7	
	17	CALLICOON	FEBRUARY	214	301	68	22	
	5	COCHECTON	MARCH	219	305	2	4	
	22	DELAWARE	APRIL	254	274	4	0	
2	79	FALLSBURG	MAY	249	280	7	16	
	16	FORESTBURGH	JUNE	272	343	4	95	
	11	FREMONT	JULY	479	505	10	28	
	14	HIGHLAND	AUGUST	348	457	5	2	
	48	LIBERTY	SEPTEMBER					
	16	LUMBERLAND	OCTOBER					
	80	MAMAKATING	NOVEMBER					
	12	NEVERSINK	DECEMBER					
	17	ROCKLAND	TOTAL	2271	2715	100	174	
	75	THOMPSON						
	8	TUSTEN						
2	457							
			2715 NEW DEEDS RECEIVED IN 2016					
			174 NEW SUBDIVISION LOTS FILED IN 2016					

This report reflects the number of deeds received for processing during August 2016.

0 of the Subdivision lots in August were Condominiums units

S.C.R.P.T.S. E-911 ADDRESS REPORT

MONTH OF		August	2016	NEW E-SITES ADDED			ADDRESS VERIFICATION & OTHER ISSUES	
NEW E-SITES ADDED	ADDRESS VERIFICATIONS ETC	TOWN	MONTH	2015	2016	2015	2016	
		BETHEL	JANUARY	69	0	11	9	
	1	CALLICOON	FEBRUARY	57	16	4	9	
		COCHECTON	MARCH	142	14	26	22	
1	1	DELAWARE	APRIL	14	36	8	12	
	1	FALLSBURG	MAY	14	87	18	10	
1	2	FORESTBURGH	JUNE	13	109	13	17	
		FREMONT	JULY	13	932	15	8	
	1	HIGHLAND	AUGUST	42	95	21	11	
21		LIBERTY	SEPTEMBER					
	1	LUMBERLAND	OCTOBER					
20	1	MAMAKATING	NOVEMBER					
1		NEVERSINK	DECEMBER					
22		ROCKLAND						
29	2	THOMPSON						
	1	TUSTEN						
		OUTSIDE CO.	TOTAL	364	1289	116	98	
95	11							

This report reflects the number of new E-Sites created in August 2016 as well as the # of address verifications, etc.

Other issues include 0 new road and address changes and corrections.