



## **EXECUTIVE COMMITTEE**

**November 17, 2016 at 11:30AM**

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

**I. HUMAN RIGHTS MONTHLY REPORT**

**II. COUNTY MANAGER'S MONTHLY REPORT**

**III. PRESENTATIONS- None**

**IV. DISCUSSION**

1. Vacancies
2. Government Center Art Display

**V. RESOLUTIONS:**

1. Reclassify position #2965 District Attorney Investigator to the position of Task Force Officer
2. Establish a standard work day for two elected officials
3. Ratify and endorse execution of DOT TAP/CMAQ Grant Application by Commissioner of Planning and Environmental Management
4. Authorize additional insurance coverage \$158,354
5. Authorize contract with Black Creek Integrated Systems Corporation for security system
6. Appoint Hendrickson to the RSVP Advisory Committee
7. Convey LI 106.-1-8 127.-2-5 LI 108-6-21 to Schrader
8. Convey LI 106-1-1 to Collin
9. Reappoint four (4) members to the Sullivan County Commission on Human Rights
10. Authorize contract with Elan Planning, Design and Landscape Architecture, PLLC to conduct a Strategic Plan for the Thompson-Monticello Gateway Corridor
11. Authorize financial and in-kind support for the Sullivan County Land Bank Corporation

**VI. PUBLIC COMMENT**

6

Vacancy Request Fact Sheet

**Date:** 11/03/16

**Department:** Division of Public Works

**Department Head:** Edward McAndrew, P.E., Commissi

**Position / Duties:** *AW*

Position # 1374 - Construction Equipment Operator II and backfills

Operates skillfully all construction and maintenance equipment, pavers, graders, dozers and excavators; operates truck at or over 26,000 lb. G.V.W. with plow, wing and sander; performs minor repairs and maintenance work on equipment and reports daily on operating condition of assigned equipment.

**Salary:** \$50,981.65

**Benefits:** \$34,919.24

**Total Cost:** \$85,900.89

**County Share:** \$85,900.89

**Federal Share:**

**State Share:**

**Other:**

**Mandated:**

**Budgeted:** Yes  No

**Budget Line:** DM-5130-48

**Date of Vacancy:** 11/07/2016

**Notes:**

Vacated due to promotion.

<i>For Administrative/Legislative Use ONLY</i>	
Date Received <u>11/9/16</u>	Date Reviewed _____
Approved _____	Committee Vote:
Denied _____	Yes ___ No ___
Held _____	

VI

62

Vacancy Request Fact Sheet

**Date:** 11/03/16

**Department:** Division of Public Works

**Department Head:** Edward McAndrew, P.E., Commissi

**Position / Duties:** *✓ M*

Position # 1567 - Assistant Housekeeping Supervisor and backfill  
Plans, develops, organizes, implements procedures, evaluates and directes the overall operation of the Housekeeping Department in the Adult Care Center. Supervision is exercised over all staff assigned to the residential care institution.

**Salary:** \$59,871.73

**Benefits:** \$37,266.25

**Total Cost:** \$97,137.98

**County Share:** \$97,137.98

**Federal Share:**

**State Share:**

**Other:**

**Mandated:**

**Budgeted:** Yes  No

**Budget Line:** A-1620-24

**Date of Vacancy:** 12/30/16

**Notes:**

Retirement

<i>For Administrative/Legislative Use ONLY</i>	
Date Received <u>11/9/16</u>	Date Reviewed _____
Approved _____	Committee Vote:
Denied _____	Yes ___ No ___
Held _____	

V2

Vacancy Request Fact Sheet

Date: 11/4/2016

Department: DFS

Department Head: Joseph A. Todora, Commissioner

Position/Duties: Caseworker w/ backfills

Budget Position: 645 *WJ*

The Caseworker position is to be assigned to Children's Services. Caseworker provides case work services for individuals and/or their families, including children, to assist them in their economic, emotional, social and environmental difficulties. Caseworker formulates and carries out plans to meet the needs of the individual or family. Provides counseling to motivate the individual or family to increase their own capacity and confidence in their ability to handle problems.

Salary: \$ 33,638

Benefits: \$ 30,087

Total Cost: \$ 63,725

County Share: \$ 11,471

Federal Share: \$ 36,323

State Share: \$ 15,931

Budgeted: Yes

Budget Line: 6010-57-10-1011/80-8001/8002/8005/8006/8007

Date of Vacancy: 11/18/2016

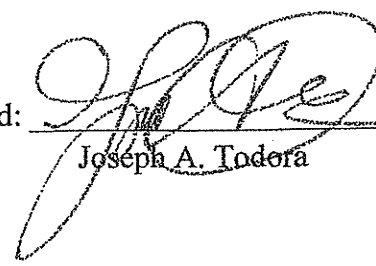
Notes:

\_\_\_\_\_  
Date Received 11/7/16 Date Reviewed \_\_\_\_\_

Approved \_\_\_\_\_ Committee Vote:

Denied \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_

Held \_\_\_\_\_

Reviewed:   
Joseph A. Todora

V3

Vacancy Request Fact Sheet

Date: October 27, 2016

Department: Adult Care Center

Department Head: Shennoy Wellington

Position/Duties: Leisure Time Activity Aide, full time

Budget Position: 2392 *1997*

Assists residents with various activity programs including organizing the planned activity, assists with the monthly activity calendar, organize and run evening activity programs

Salary: \$ 25,047

Benefits: \$25,788

Total Cost: \$ 50,835

County Share: \$1,703

Federal Share: \$11,616

State Share: \$31,696

Other: \$5,820

Mandated: no

Budgeted: yes Budget Line: EI-6020-65

Date of Vacancy: 10/20/16

Date Received 10/28/16

Date Reviewed \_\_\_\_\_

Approved \_\_\_\_\_

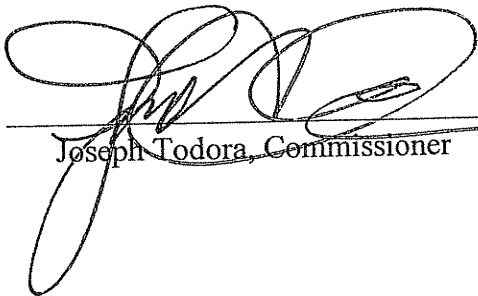
Committee Vote:

Denied \_\_\_\_\_

YES \_\_\_\_\_ NO \_\_\_\_\_

Held \_\_\_\_\_

Reviewed:

  
Joseph Todora, Commissioner

V4

**RESOLUTION NO. \_\_\_\_\_ INTRODUCED BY THE EXECUTIVE COMMITTEE TO RECLASSIFY POSITION NO. 2965 DISTRICT ATTORNEY INVESTIGATOR TO THE POSITION OF TASK FORCE OFFICER.**

**WHEREAS**, there is currently a need to reclassify Position No. 2965 designated as District Attorney Investigator, and

**WHEREAS**, the duties assigned to this person are unique and different from the duties of other District Attorney Investigators, and

**WHEREAS**, the District Attorney has requested that the Personnel Officer review the incumbent's Job Classification Questionnaire to determine if the position should be reclassified to more accurately reflect the duties being performed, and

**WHEREAS**, the Personnel Officer has created the position of Task Force Officer based upon a review of the Job Classification Questionnaire and the unique duties being performed and has recommended that the position be reclassified.

**NOW THEREFORE BE IT RESOLVED:**

1. The Sullivan County Legislature hereby authorizes the creation of the position of Task Force Officer.
2. The Sullivan County Legislature hereby authorizes the funding of the position of Task Force Officer in an amount equal to the incumbent's current compensation.
3. The Sullivan County District Attorney's Office Position No. 2965 is hereby reclassified from District Attorney Investigator to Task Force Officer, effective immediately.

Moved by \_\_\_\_\_,

Seconded by \_\_\_\_\_,

And adopted on a motion on \_\_\_\_\_, 2016 .

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

**To:** Sullivan County Legislature

**Fr:** James R. Farrell, District Attorney

**Re:** Request for Consideration of a Resolution: Reclassify Position No. 2965

**Date:** 11/14/2016

**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.]

Reclassify Position No. 2965, Sullivan County District Attorney Investigator to  
Task Force Officer.

**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): A1165

If "No", specify proposed source of funds: \_\_\_\_\_

**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.

JA

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): \_\_\_\_\_



**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 \_\_\_\_\_

**RESOLUTION NO. INTRODUCED BY EXECUTIVE COMMITTEE ESTABLISHING A STANDARD WORK DAY FOR ELECTED OFFICIALS**

**WHEREAS**, effective August 12, 2009, New York State adopted a new regulation 315.4 for additional reporting requirements for elected or appointed officials that more clearly defines the process for reporting time worked for those officials who are members of the New York State Retirement System, and

**WHEREAS**, one (1) three month record of work activities were submitted to the Clerk of the Legislature by those elected officials that do not maintain a daily record of actual time worked.

**NOW THEREFORE BE IT RESOLVED**, that the Sullivan County Legislature hereby establishes the following as standard work days for two elected officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the Clerk of the Legislature.

<b>Title of Elected Official</b>	<b>Name</b>	<b>Standard Work Day/(hrs/day)</b>	<b>Term</b>	<b>Participates in Employers Time Keeping System</b>	<b>Days per month based on Record of Activities</b>	<b>Filed 30 or 90 day record</b>
Legislator	Alan Sorensen	6	01/01/16-12/31/19	N	21.75	90
Legislator	Ira Steingart	6	01/01/16-12/31/19	N	22.61	90

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature does hereby attest that the above elected officials have submitted a three month log of activities and signed Form RS 2419 Recertification of the Record of Activities and such is on file with the Clerk to the Legislature.

Resolution No. \_\_\_\_\_

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO RATIFY AND ENDORSE EXECUTION OF DOT TAP/CMAQ GRANT APPLICATION BY COMMISSIONER OF PLANNING AND ENVIRONMENTAL MANAGEMENT.**

WHEREAS, Resolution 427-16 of the Sullivan County Legislature authorized the filing of an application to the New York State Department of Transportation ("DOT") for a grant to provide funding to develop a traffic light and sidewalk improvement in Hurleyville was adopted on October 20, 2016 (the "Application"), and

WHEREAS, said resolution authorized the County Manager and / or the Chairman of the County Legislature to execute any and all necessary document with respect to said Application; and

WHEREAS, on Friday, October 21, 2016, said Application was signed and submitted to DOT by the Commissioner of Planning and Environmental Management to ensure timely submission.

**NOW, THEREFORE, BE IT RESOLVED**, that the execution of the Application by the Commissioner of Planning and Environmental Management is hereby ratified and endorsed with equal effect as if originally authorized pursuant to Resolution 427-16.

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2016.

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE**

**RESOLUTION TO AUTHORIZE ADDITIONAL INSURANCE COVERAGE**

**WHEREAS**, bid proposals were received for the Construction of the New Sullivan County Jail Project, and

**WHEREAS**, The Pike Company, One Circle Street, Rochester, New York 14607, is the lowest responsible bidder for this work,

**WHEREAS**, the County will be purchasing additional insurance to protect the interests of the County throughout the construction process.

**NOW, THEREFORE, BE IT RESOLVED**, that the Director of Risk Management is authorized to bind coverage as follows:

\$74,169,767.00 Limit of Coverage	Builders Risk Policy (Construction of Sheriff's Administration and Road Patrol Building) \$82,104.00 2 year term from effective date of coverage
\$5,000,000.00 Limit of Coverage	Pollution Liability - \$76,250.00 3 year term from effective date of coverage.

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: Risk Management

Re: Request for Consideration of a Resolution: Additional Insurance for New Sullivan County Jail Construction Project

Date: November 18, 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.]

Authorization for the County to bind coverage for Builder's Risk Policy and Pollution Liability for the New Sullivan County Jail Construction Project

**Is subject of Resolution mandated? Explain:**

Purchase of additional insurance coverages

Does Resolution require expenditure of funds? Yes  No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 158,304

Are funds already budgeted? Yes  No

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

If "No", specify proposed source of funds: \_\_\_\_\_

Estimated Cost Breakdown by Source:

County	\$ <u>158,134</u>	Grant(s)	\$ _____
State	\$ _____	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:

Not Applicable

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:

Quotes from Broker

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Not Applicable

\_\_\_\_\_  
\_\_\_\_\_

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 11/17/16
- B. Management and Budget: Janet Miller Date 11/14/16
- C. Law Department: [Signature] Date 11/14/16
- D. County Manager: [Signature] Date 11/14/16
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

Resolution No. \_\_\_\_\_

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

**WHEREAS**, Resolution No. 16-44, adopted by the Sullivan County Legislature on February 18, 2016, authorized the County Manager to proceed with the system design utilizing Black Creek's Super Display Touchscreen Security System (hardware and software), with the understanding that the most updated software and equipment will be supplied upon award of the construction of the new Sullivan County Jail, and

**WHEREAS**, a bid was issued to Black Creek Integrated Systems Corporation and response received on August 1, 2016, for the purchase of a security control system (hardware and software), for the New Sullivan County Jail Construction Project, and

**WHEREAS**, Black Creek Integrated Systems Corporation, 2900 Crestwood Boulevard, PO Box 101747, Irondale, Alabama, will provide equipment and services in accordance with bid contract, #B-16-35, and

**WHEREAS**, the Sullivan County Division of Public Works and LaBella Associates have approved said bid and recommend that a contract be executed, and

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be and hereby is authorized to execute an agreement with Black Creek Integrated Systems Corporation, for the Base Bid Amount and Add Alternate No. 1 (Sheriff's Administration and Road Patrol), for a total amount not to exceed \$1,878,767.00, in accordance with the bid document, #B-16-35, and shall be in such form as the County Attorney shall approve.

**Moved by** \_\_\_\_\_,  
**Seconded by** \_\_\_\_\_,  
**and adopted on motion** \_\_\_\_\_, 2016.

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

**To:** Sullivan County Legislature

**Fr:** Joshua Potosek, County Manager

**Re:** Request for Consideration of a Resolution: Authorize Award & Execution

**Date:** November 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.]

To authorize award & execution of contract with Black Creek Integrated Systems Corporation for the purchase of a security control system for the new Sullivan County Jail Construction Project.

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**Is subject of Resolution mandated? Explain:**

No

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**Does Resolution require expenditure of funds? Yes  No**

**If "Yes, provide the following information:**

**Amount to be authorized by Resolution:** \$ 1,878,767.00

**Are funds already budgeted? Yes  No**

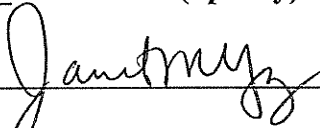
**If "Yes" specify appropriation code(s):** \_\_\_\_\_

**If "No", specify proposed source of funds:** Bond Resolution

**Estimated Cost Breakdown by Source:**

County	\$ <u>1,878,767.00</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 [ Black Creek Integrated Sys ] of  
[ 2900 Crestwood Boulevard, PO Box 101747, Irondale, Alabama ]

Nature of Other Party to Contract: Professional

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.]:

County does not have resources in-house.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$1,878,767 total project cost

Efforts made to find Less Costly alternative:

Bid No. B-16-35

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

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

B-16-35

Person(s) responsible for monitoring contract (Title): Edward McAndrew

**Pre-Legislative Approvals:**

- A. <sup>Assistant</sup> Director of Purchasing: Alyson Sears Date 11/15/16
- B. Management and Budget: Janet Myers Date 11/15/16
- C. Law Department: [Signature] Date 11/15/16
- D. County Manager: [Signature] Date 11/15/16
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in Executive Committee Committee on 11/17/2016

**Resolution No.**

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE**

**RESOLUTION TO APPOINT ONE MEMBER TO THE RSVP ADVISORY COMMITTEE**

**WHEREAS**, it is the desire to appoint Thomas C. Hendrickson to the RSVP Advisory Committee, and

**WHEREAS**, the above appointment is to commence on the date this resolution is adopted.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby appoint the following members to the RSVP Advisory Committee, for the term to expire on the date opposite of name.

**RSVP REAPPOINTMENT:**

**TERM:**

Thomas C. Hendrickson  
5 Schultz Road  
White Lake NY 12786  
Mailing Address:  
P O Box 16  
Smallwood NY 12778

11/30/2019

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2016.

6

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE**

**RESOLUTION TO CONVEY PROPERTIES ACQUIRED BY THE COUNTY OF SULLIVAN BY VIRTUE OF THE IN REM TAX-FORECLOSURE PROCEEDING FOR THE 2013 LIEN YEAR IN THE TOWN OF LIBERTY KNOWN AS LI106.-1-8 & LI27.-2-5 & 2014 LIEN YEAR IN THE TOWN OF LIBERTY KNOWN AS LI108.-6-21**

**WHEREAS**, properties located in the Town of Liberty designated on the Sullivan County Real Property Tax Map as Liberty106.-1-8, being 0.11 +/- acres, located on West St.(60% of a home) and Liberty27.-2-5, being 0.29 +/- acres, located on West St.(40% of a home), is owned by the County of Sullivan by virtue of an Article 11 foreclosure for 2013 taxes; and property located in the Town of Liberty designated on the Sullivan County Real Property Tax Map as Liberty108.-6-21, being 0.20 +/- acres, located on School St., owned by the County of Sullivan by virtue of an Article 11 foreclosure for 2014 taxes.

**WHEREAS**, **Morris Schrader** has offered to purchase said properties for the sum of **THREE THOUSAND, TWO HUNDRED AND FIFTY (3,250.00) DOLLARS**, and

**WHEREAS**, there is a one family residence that is split between two of said parcels, sixty percent (60%) is located on Tax Map LI106.-1-8 and the other forty percent (40%) is located on Tax Map LI27.-2-5.

**WHEREAS**, it is in the best interest of the County of Sullivan to sell the parcels privately to **Morris Schrader** for the amount of **THREE THOUSAND, TWO HUNDRED AND FIFTY(3,250.00) DOLLARS** because these properties was not sold at previous auctions and two of said properties should be owned by the same person to have one hundred percent (100%) ownership, and

**WHEREAS**, the purchaser will also be responsible for the recording fees, plus Pro Rata 2016 County/Town taxes, and any other applicable charges, including but not limited to, omitted & pro rata taxes, water and sewer charges, if any, and

**NOW, THEREFORE, BE IT RESOLVED**, the Chairman of the Sullivan County Legislature is hereby authorized to execute the necessary documents in order to convey the aforesaid premises to **Morris Schrader** upon payment of \$3,250.00 to the County Treasurer, plus fees for the County Clerk, plus the Pro Rata 2016 County/Town taxes and any other applicable charges, including but not limited to, omitted & pro rata taxes, water and sewer charges, if any.

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:** Planning, Environmental Management and Real Property

**Re:** Request for Consideration of a Resolution: To convey property known as LI106.-1-8,  
LI27.-2-5, LI108.-6-21

**Date:** November 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 Chairman of the Legislature to execute the necessary documents in order to convey the premises known as LI106.-1-8, LI27.-2-5 & LI108.-6-21 to Morris Schrader.

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**Is subject of Resolution mandated? Explain:**

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**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:* \_\_\_\_\_

**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.

TA

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): \_\_\_\_\_

**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 \_\_\_\_\_



**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE**

**RESOLUTION TO CONVEY PROPERTY ACQUIRED BY THE COUNTY OF SULLIVAN BY VIRTUE OF THE IN REM TAX FORECLOSURE PROCEEDING FOR THE 2013 LIEN YEAR IN THE TOWN OF LIBERTY KNOWN AS LI106.-1-1**

**WHEREAS**, property located in the Town of Liberty designated on the Sullivan County Real Property Tax Map as Liberty106.-1-1, being 0.02 +/- acres, located on West St., is owned by the County of Sullivan by virtue of an Article 11 foreclosure for 2013 taxes; and

**WHEREAS**, James L. Collin has offered to purchase said property for the sum of Twenty Five (\$25.00) DOLLARS, and

**WHEREAS**, it is in the best interest of the County of Sullivan to sell the parcel privately to James Collin for the amount of TWENTY FIVE (\$25.00) DOLLARS because this property was not sold at previous auctions, and

**WHEREAS**, the purchaser will also be responsible for the recording fees, plus 2016 County/Town taxes, and any other applicable charges, including but not limited to, omitted & pro rata taxes, water and sewer charges, if any, and

**NOW, THEREFORE, BE IT RESOLVED**, the Chairman of the Sullivan County Legislature is hereby authorized to execute the necessary documents in order to convey the aforesaid premises to James Collin upon payment of \$25.00 to the County Treasurer, plus fees for the County Clerk, plus the 2016 County/Town taxes and any other applicable charges, including but not limited to, omitted & pro rata taxes, water and sewer charges, if any.

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:** Planning, Environmental Management and Real Property

**Re:** Request for Consideration of a Resolution: To convey property known as LI106.-1-1

**Date:** November 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 Chairman of the Legislature to execute the necessary documents in order to convey the premises known as LI106.-1-1 to James L. Collin.

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**Is subject of Resolution mandated? Explain:**

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**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:**

<b>County</b>	<b>\$</b> _____	<b>Grant(s)</b>	<b>\$</b> _____
<b>State</b>	<b>\$</b> _____	<b>Other</b>	<b>\$</b> _____
<b>Federal Government</b>	<b>\$</b> _____	<b>(Specify)</b>	_____

**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.)

\_\_\_\_\_

Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

**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 \_\_\_\_\_

**RESOLUTION NO. INTRODUCED BY EXECUTIVE COMMITTEE TO REAPPOINT FOUR (4) MEMBERS TO THE SULLIVAN COUNTY COMMISSION ON HUMAN RIGHTS**

**WHEREAS**, pursuant to the Resolution No. 490-04 adopted on December 6, 2004, the Sullivan County Legislature created a Sullivan County Commission on Human Rights (“Commission”); and

**WHEREAS**, Resolution No. 109-05 adopted on March 17, 2005, the Sullivan County Legislature appointed the members to the Commission for designated terms; and

**WHEREAS**, Resolution No. 113-06 adopted on March 16, 2006 indicates terms are to commence on January 1 and terminate on December 31 in the year in which they are scheduled to terminate.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby reappoint the following members to the Human Rights Commission with their expiration date:

**Reappointments:**

<b>Member</b>	<b>Term</b>
Peggy Johansen	1/1/17-12/31/18
Isaac Green Diebboll	1/1/17-12/31/19
Sam Encarnacion	1/1/17-12/31/19
Donna Schick	1/1/17-12/31/18

**RESOLUTION NO. INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE AWARD AND EXECUTION OF A CONTRACT WITH ELAN PLANNING, DESIGN, & LANDSCAPE ARCHITECTURE, PLLC, TO CONDUCT A STRATEGIC PLAN FOR THE THOMPSON-MONTICELLO GATEWAY CORRIDOR**

**WHEREAS**, the Division of Planning and Environmental Management (“DPEM”) and the Department of Purchasing, with input from the Village of Monticello, the Town of Thompson, the Sullivan County Partnership for Economic Development, Sullivan Renaissance and other stakeholders, developed Request for Proposal No. R-16-29 (the “RFP”) to seek Design, Planning, and Economic Development Services related to the creation of a Strategic Plan for the Thompson-Monticello Gateway Corridor for the County; and

**WHEREAS**, DPEM staff and representatives of the aforementioned organizations reviewed the proposals of (7) firms who submitted proposals and interviewed the (2) firms who were selected as finalists; and

**WHEREAS**, DPEM staff and the committee members have concluded that, based on their evaluation of the firms, the firm of Elan Planning, Design, & Landscape Architecture, PLLC, most appropriately meets the requirements for experience, approach and budget outlined in the RFP and appears to bring significant value to this project, and have therefore recommended that said firm be selected as the consultant for this project; and

**WHEREAS**, the County has been awarded two USDA Rural Business Development Grants totaling \$67,614.00 to conduct this project.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be hereby authorized to execute a contract with Elan Planning, Design, & Landscape Architecture, PLLC, in an amount not to exceed \$69,436.90, as per this firm’s proposal submitted in response to the RFP, said contract to be in such form as the County Attorney shall approve.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, put to a vote, carried and declared duly adopted on motion

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

To: Sullivan County Legislature

Fr: Freda Eisenberg, Commissioner of Planning

Re: Request for Consideration of a Resolution: Contract with consultant

Date: 11/4/2016

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.]

Contract with a consultant to develop a USDA-funded Strategic Plan for the Thompson - Monticello Gateway Corridor. The strategic plan will help the Town and Village respond to development opportunities stimulated by the new resort projects in the area.

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: \$ 69,436.90

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): yes - Account A8090-47-4763 County

If "No", specify proposed source of funds: USDA 2016 Rural Business Development Grant

Estimated Cost Breakdown by Source: Program

County	\$ <u>1,822.90</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ <u>67,614.00</u>	(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.

Request for Authority to Enter into Contract with [  Lisa Nagle, AICP ] of [  Elan Planning, Design & Landscape Architecture, PLLC. ]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From  11/17/2016 To  08/31/2017

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:

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 contract will allow the County to fulfill commitments made to USDA by accepting a grant award.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost):  Not to exceed \$69,436.90

Efforts made to find Less Costly alternative:

RFP process conducted yielding 7 proposals which were evaluated by a project committee. Firm selected was judged as capable and providing good value.

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

USDA Rural Business Development Grants covers all but \$1,822.90 of the total project cost of \$69,436.90.

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.) -  RFP-16-24

RFP approved by USDA; RFP issued; 7 proposals received and reviewed by committee; 2

firms interviewed; USDA approved process and selection

Person(s) responsible for monitoring contract (Title):  Travis North, Planner



**Pre-Legislative Approvals:**

- A. Director of Purchasing: *[Signature]* Date 11/7/16
- B. Management and Budget: *[Signature]* Date 11/7/16
- C. Law Department: *[Signature]* Date 11-7-16
- D. County Manager: \_\_\_\_\_ Date \_\_\_\_\_
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**RESOLUTION NO. \_\_\_-16 INTRODUCED BY THE EXECUTIVE COMMITTEE TO  
AUTHORIZE FINANCIAL AND IN-KIND SUPPORT FOR THE SULLIVAN COUNTY  
LAND BANK CORPORATION**

**WHEREAS**, RESOLUTION NO. 286-16 authorized the formation and incorporation of the Sullivan County Land Bank Corporation (SCLBC) expressly subject to the approval of the Empire State Development Corporation (ESD) and pursuant to §1603 of the Not-for-Profit Corporation Law; and

**WHEREAS**, an application to form the Sullivan County Land Bank Corporation was submitted to ESD and approval is expected on November 17, 2016; and

**WHEREAS**, RESOLUTION NO. 286-16 further authorized the expenditure of \$100,000.00 per year, for a maximum of two years, to fund the land bank upon its incorporation; and

**WHEREAS**, RESOLUTION NO. 286-16 named specific County officials and legislators to serve an initial two (2) year term on the SCLBC Board of Directors; and

**WHEREAS**, Local Initiatives Support Corporation and Enterprise Community Partners, Inc. have jointly issued a Request for Applications for funding under the NYS Land Bank Community Revitalization Initiative (CRI), with funds to come from national settlements reached among the New York State Office of the Attorney General, Federal regulators, and Morgan Stanley, and Goldman Sachs respectively; and

**WHEREAS**, applications for the CRI funding are due on November 30, 2016; and

**WHEREAS**, applications for the CRI funding require a letter of support from a County and/or municipal sponsor;

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the expenditure of funds and staff time required to incorporate the land bank and establish procedures and policies for its administration; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes County staff to prepare an application for CRI funding for the planned Sullivan County Land Bank Corporation; and

**BE IT FURTHER RESOLVED**, that the Chairman of the Legislature is hereby authorized to sign the Cover Letter of Support for the Land Bank Funding Application required of the County and/or municipal sponsor; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature authorizes the County Manager to enter into an agreement with the Sullivan County Land Bank Corporation relative to the County funding approved in RESOLUTION NO. 286-16 referenced above, and to the provision of such in-kind staff services to the land bank as needed to support its ongoing development including, but not limited to, efforts to seek additional funding from grants and from financial or in kind services from participating municipalities and the private sector, the recruitment and oversight of project-specific consultants and/or land bank staff, the creation of a strategic plan, identification and acquisition of property, and the coordination of land bank activities with related efforts concerning code enforcement, zombie properties, and neighborhood revitalization.

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

**To:** Sullivan County Legislature

**Fr:** Freda Eisenberg, Planning & Environmental Management Commissioner

**Re:** Request for Consideration of a Resolution: Authorize Financial and In-Kind Support for the Sullivan County Land Bank Corporation

**Date:** November 15, 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.]

Authorize financial and in-kind support for the Sullivan County Land Bank Corporation to submit an application to Local Initiatives Support Corporation and Enterprise Community Partners for a NYS Land Bank Community Revitalization Initiative grant program to assist with the start-up of the land bank.

**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:** \$ 100,000.00

**Are funds already budgeted? Yes  No**

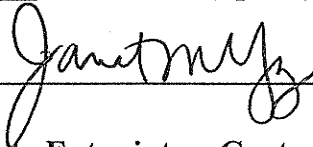
**If "Yes" specify appropriation code(s):** \_\_\_\_\_

**If "No", specify proposed source of funds:** In 2017 budget

**Estimated Cost Breakdown by Source:**

County	\$ <u>100,000.00</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.**

N/A

**Pre-Legislative Approvals:**

- A. Director of Purchasing: Kathy Jones Date 11/16/16
- B. Management and Budget: Janet Myers Date 11/16/16
- C. Law Department: [Signature] Date 11.16.16
- D. County Manager: [Signature] Date 11/16/16
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_