

# EXECUTIVE COMMITTEE

March 16, 2017 at 11:30AM

## I. HUMAN RIGHTS MONTHLY REPORT –

## II. PRESENTATION- Ethics Board Report – Ken Walter, Chair

## III. DISCUSSION

1. None

## IV. RESOLUTIONS:

1. Update the County's Title VI Program
2. Appoint Sharon Morgan to the Human Rights Commission
3. Reappoint two members to the Community Services Board
4. Create a Fiscal Administrative Officer position in the Department of Family Services
5. Authorize agreement with Sullivan County Federation for the Homeless, Inc., to provide services under the Workforce Innovation and Opportunity Act
6. Authorize Ancillary lease Agreement with the NYS Department of Labor
7. Set salaries of Attorney in Family Services Legal Department
8. Authorize contract with Care Transitions Network for people with Serious Mental Illness
9. Increase the County's Department of Motor Vehicles Fee Retention
10. Authorize software support agreement for the Allen tunnel Tax Collection System (Treasurer's Office)
11. Authorize a change order for the agreement with The Pike Company
12. Authorize submission and execution of a Federal Section 5311 Formula Grant for Rural Area Program with the NYSDOT

## v. PUBLIC COMMENT

**EXHIBIT A WILL BE DISTRIBUTED AT THE EXECUTIVE COMMITTEE MEETING**

**RESOLUTION NO. \_\_\_\_ INTRODUCED BY EXECUTIVE COMMITTEE TO UPDATE THE COUNTY'S TITLE VI PROGRAM**

WHEREAS, pursuant to Resolution No.: 292-16 adopted by the Sullivan County Legislature on June 23, 2016 the County of Sullivan ("County") adopted a Title VI Program ("Program"); and

WHEREAS, in order to ensure compliance the Program needs to be updated; and

WHEREAS, attached hereto as Exhibit A are amendments and additions to the Program ("Updated Program").

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature adopts the Updated Program and hereby authorizes the County Manager and the County Attorney to execute same.

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

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

and adopted on motion dated: \_\_\_\_\_, 2016

**RESOLUTION NO. INTRODUCED BY EXECUTIVE COMMITTEE TO APPOINT ONE MEMBER 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**, a vacancy was created due to the term expiration of Issac Green Diebboll in December 2016, and

**WHEREAS**, it is the desire of the legislature to appoint Sharon Morgan to fill Issac Green Diebboll’s expired term, 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 appoint the following member to the Human Rights Commission to fill the expired term of Issac Green Diebboll:

**Appoint:**

**Member**  
Sharon Morgan

**Term Expires**  
December 31, 2019

**RESOLUTION INTRODUCED BY THE 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, 2017; and

**WHEREAS**, the appointment shall be for a four (4) year term starting on January 1, 2017 and ending on December 31, 2020.

**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.

<b>RE-APPOINTMENTS TO THE CSB</b>	<b>TERM</b>
Sherry Eidel	1/1/2017 - 12/31/2020
Maureen Stewart	1/1/2017 - 12/31/2020

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2017.

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

**To:** Sullivan County Legislature

**Fr:** Joseph A. Todora; Commissioner/Director

**Re:** Request for Consideration of a Resolution: To appoint two (2) people to the CSB.

**Date:** January 31, 2017

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

*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.

3A

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:

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.

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): Joseph Todora, Commissioner/Director

Pre-Legislative Approvals:

- A. <sup>Assistant</sup> Director of Purchasing: Cyrus Lewis Date 3/7/17
- B. Management and Budget: Jane Myers Date 3/7/17
- C. Law Department: [Signature] Date 3/7/17
- D. County Manager: [Signature] Date 3/8/17
- E. Other as Required: [Signature] Date 3/13/17

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

**RESOLUTION NO.            INTRODUCED BY EXECUTIVE COMMITTEE TO CREATE A FISCAL  
ADMINISTRATIVE OFFICER POSITION IN THE DEPARTMENT OF FAMILY SERVICES**

**WHEREAS**, the Accounting Unit of the Department of Family Services (DFS) is responsible for submitting reimbursement claims from Federal and State governments, accounting for all agency programs including Home Energy Assistance Program (HEAP), Adult Protective, Child Protective, Day Care and Foster Care. It is also responsible for updating the accounts payable and receivable, payroll and tracking time and attendance and preparing the budget; and

**WHEREAS**, there is a need to create the position of Fiscal Administrative Officer to assist the Senior Fiscal Administrative Officer with the ongoing, day-to-day operations of the Accounting Unit at the Department of Family Services; and

**WHEREAS**, the Commissioner of the Division of Health and Family Services agrees with the need to create the Fiscal Administrative Officer position; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Fiscal Administrative Officer position be created and the salary set at \$60,000.

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



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

**To:** Sullivan County Legislature

**Fr:** Joseph A. Todora, Commissioner

**Re:** Request for Consideration of a Resolution: To Create a Fiscal Administrative Officer Position

**Date:** 3/16/2017

**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.]

Assist in filing reimbursement claims to the Federal and State government, assist in management of accounting dept to insure accuracy and timeliness of payments to vendors and clients., Assist Sr FAO in day to day operations.

**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: \$ 97,903.00

Are funds already budgeted? Yes  No

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

If "No", specify proposed source of funds: Funded through existing vacancy in dept.,

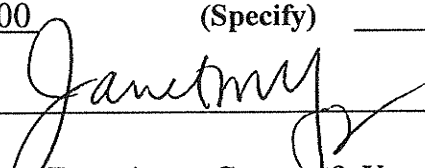
Estimated Cost Breakdown by Source: represents Salary and Benefits.

County	\$ <u>25,455.00</u>	Grant(s)	\$ _____
--------	---------------------	----------	----------

State	\$ <u>24,476.00</u>	Other	\$ _____
-------	---------------------	-------	----------

Federal Government	\$ <u>47,972.00</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. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

4A

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. <sup>Assistant</sup> Director of Purchasing: [Signature] Date 3/8/17
- B. Management and Budget: [Signature] Date 3/8/17
- C. Law Department: [Signature] Date 3/8/17
- D. County Manager: [Signature] Date 3/10/17
- E. Commissioner: [Signature] Date 3/6/17

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

**RESOLUTION NO.      INTRODUCED BY THE EXECUTIVE COMMITTEE  
TO AUTHORIZE AN AGREEMENT WITH SULLIVAN COUNTY  
FEDERATION FOR THE HOMELESS, INC. TO PROVIDE SERVICES UNDER  
THE WORKFORCE INNOVATION AND OPPORTUNITY ACT.**

**WHEREAS**, the Center for Workforce Development is responsible for the administration and implementation of the federal Workforce Innovation and Opportunity Act (WIOA) Title 1B Youth funds, and

**WHEREAS**, the WIOA Section 123 requires that local provisions of education, employment and training services to youth be competitively bid, and

**WHEREAS**, the Center for Workforce Development issued a Request for Proposal, RFP #16-09 and Federation for the Homeless submitted a winning bid to provide occupational skills training, leadership development training and entrepreneurial skills training services to WIOA enrolled youth. The Federation for the Homeless has been providing these services under Resolution #240-16 from May 1, 2016 to be expiring June 30, 2017 for an amount not to exceed \$30,000, and

**WHEREAS**, the Center for Workforce Development has reviewed and determined this project successful and is requesting an extension of this contract through June 30, 2018 and an additional allocation of \$69,200, and

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is hereby authorized to execute a modification agreement with the Federation for the Homeless as described above. Said agreement to be in form and approved by the County Attorney.

**BE IT FURTHER RESOLVED**, that the above agreement will be contingent upon the County receiving the necessary Federal allocations.

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

5

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

To: Sullivan County Legislature

Fr: Laura Quigley, Director of Center for Workforce Development

Re: Request for Consideration of a Resolution: **CONTRACT WITH FEDERATION FOR THE HOMELESS**

Date: March 1, 2017

**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.]

Increase and extend Contract-COS & Federation for the Homeless under the WIOA Youth Funding. Currently under RFP #16-09, Resolution #240-16 dated 5/19/16. This resolution will extend contract through June 30, 2018 and allocate an additional \$69,200 of WIOA youth funds.

Is subject of Resolution mandated? Explain:

Under WIOA Youth Services this must be competitively procured.

Does Resolution require expenditure of funds? Yes  No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 69,200.00

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): A-6293-R4791-R336-Federal Aid-WIOA Youth

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

Estimated Cost Breakdown by Source:

County	\$ <u>0.00</u>	Grant(s)	\$ <u>0.00</u>
State	\$ <u>0.00</u>	Other	\$ <u>0.00</u>
Federal Government	\$ <u>69,200.00</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.

5A

Request for Authority to Enter into Contract with [ Federation for the Homeless ] of  
[ 9 Monticello Street, Monticello, NY 12701 ]

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

Duration of Contract: From 05/01/2016 To 06/30/2018

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 05/01/2016 To 06/30/2017

Amount authorized by prior contract(s): 30,000.00

Resolutions authorizing prior contracts (Resolution #s): #240-16

Future Renewal Options if any:

This Agreement can be renewed annually for two cycles

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:

Federal Workforce Innovation and Opportunity Act (WIOA), Section 123

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): \$99,200.00 from 5/1/16 thru 6/30/18

Efforts made to find Less Costly alternative:

N/A

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 #16-09

Person(s) responsible for monitoring contract (Title): Laura Quigley, Director CWD

56

Pre-Legislative Approvals:

- A. Director of Purchasing: Assistant C. Lynn Lewis Date 3/1/17
- B. Management and Budget: Janet Myz Date 3/3/17
- C. Law Department: [Signature] Date 3/1/17
- D. County Manager: [Signature] Date 3/3/17
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

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

**RESOLUTION NO.            INTRODUCED BY THE EXECUTIVE COMMITTEE  
TO AUTHORIZE THE COUNTY MANAGER TO ENTER INTO AN  
ANCILLARY LEASE AGREEMENT WITH THE NEW YORK STATE  
DEPARTMENT OF LABOR**

**WHEREAS**, the Center for Workforce Development rents space from the New York State Department of Labor (NYSDOL) to form the Sullivan Works One-Stop Center which is required by the Federal Workforce Innovation and Opportunity Act (WIOA), and

**WHEREAS**, the Department of Labor leases space at 50 North Street, Monticello, New York, and

**WHEREAS**, a lease agreement would cover the period July 1, 2016 through June 30, 2017, and

**WHEREAS**, the annual rent shall total \$57,726.55 (2,323 square feet at a rate of \$24.85 per square foot) respectively, for charges which shall include cleaning, electricity, and all other costs relating to the use, occupation, operation and maintenance of the space,

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is hereby authorized to enter into the lease agreement with NYSDOL, and such lease shall be in the form approved by the County Attorney.

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



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

To: Sullivan County Legislature

Fr: Laura Quigley, Director of Center for Workforce Development

Re: Request for Consideration of a Resolution: SPACE RENTAL FOR ONE-STOP CENTER

Date: March 1, 2017

**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 allow the County Manager to sign a lease agreement with the NYS Department of Labor for space at the One Stop Center. This resolution covers the lease period of 7/1/16-6/30/17. According to Federal regulations, payment for space cannot be made until after the time period has passed.

Is subject of Resolution mandated? Explain:

Yes. The Federal Workforce Innovation & Opportunity Act requires the creation of a comprehensive One Stop Center and requires the co-location of specific partners.

Does Resolution require expenditure of funds? Yes  No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 57,726.55

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): A-6293-47-4701 (Dept. Rentals)

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

Estimated Cost Breakdown by Source:

County	<u>\$0.00</u>	Grant(s)	<u>\$0.00</u>
State	<u>\$0.00</u>	Other	<u>\$0.00</u>
Federal Government	<u>\$57,726.55</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.

bA

Request for Authority to Enter into Contract with [ NYS Dept. of Labor ] of  
[ State Office Building Campus, Building 12, Albany, NY 12240 ]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From 07/01/2016 To 06/30/2017

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:

Annual Ancillary Agreement

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:

Federal Workforce Innovation and Opportunity Act (WIOA), Section 123

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): 57,726.55

Efforts made to find Less Costly alternative:

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

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

N/A

Person(s) responsible for monitoring contract (Title): Laura Quigley, Director CWD

Pre-Legislative Approvals:

- A. <sup>Assistant</sup> Director of Purchasing: Cayden Lewis Date 3/1/17
- B. Management and Budget: Jandy Date 3/3/17
- C. Law Department: [Signature] Date 3/1/17
- D. County Manager: [Signature] Date 3/3/17
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

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

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO SET SALARIES OF ATTORNEYS IN FAMILY SERVICES LEGAL DEPARTMENT

WHEREAS, the salaries of the Attorneys in the Family Services Legal Department were in need of evaluation and adjustment; and

WHEREAS, the salaries of the Attorneys have been reviewed and evaluated based on job duties, responsibilities, and commensurate salaries of other Sullivan County legal staff;

NOW, THEREFORE, BE IT RESOLVED, that, effective March 1, 2017, the Sullivan County Legislature hereby sets the Family Services Legal Department Attorney salaries as follows:

<u>Position</u>	<u>Title</u>	<u>Salary</u>
1954	Senior Family Services Attorney	\$ 100,000
2508	Family Services Attorney	\$ 88,915
642	Family Services Attorney	\$ 70,000
2945	Family Services Attorney	\$ 75,076

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

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

And adopted on motion \_\_\_\_\_, 2017.

~~NO~~ VOT 2/16/17

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

To: Sullivan County Legislature

Fr: Nadia Rajsz

Re: Request for Consideration of a Resolution: Set Salaries of the DFS Legal Attorneys

Date: January 27, 2017

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 set salaries of the Attorneys in the Family Services Legal Department.

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: \$ 41,050.00

Are funds already budgeted? Yes  No

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

If "No", specify proposed source of funds: Budget Mod from General Fund

Estimated Cost Breakdown by Source:

County	\$ <u>10,262.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ <u>30,788.00</u>
Federal Government	\$ _____	(Specify)	<u>Revenue</u>

Verified by Budget Office: Janeby

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.)

N/A  
\_\_\_\_\_

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

Pre-Legislative Approvals:

- A. <sup>Assistant</sup> Director of Purchasing: Angela Lewis Date 1/30/17
- B. Management and Budget: Janet Myer Date 1/30/17
- C. Law Department: Thomas J. Cowley Date 1/30/17
- D. County Manager: John P. Moran Date 1/30/17
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in Personnel Committee on 02/02/2017

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE.**

**RESOLUTION FOR ENTER INTO A CONTRACT WITH CARE TRANSITIONS NETWORK FOR PEOPLE WITH SERIOUS MENTAL ILLNESS TO PROVIDE THE REDUCTION OF HOSPITALIZATIONS FOR PEOPLE WITH SERIOUS MENTAL ILLNESS.**

**WHEREAS**, the Federal Government has passed the Patient Protection & Affordable Care Act; and

**WHEREAS**, a provision of the Patient Protection & Affordable Care Act allows states to develop and implement Health Homes; and

**WHEREAS**, the National Council for Behavioral Health has develop a four (4) year initiative to help providers reduce all-cause re-hospitalizations for people with serious mental illness; and

**WHEREAS**, the Care Transitions Network will provide incentive payments to help offset the cost of participation in the program upon meeting their benchmarks; and

**WHEREAS**, the County of Sullivan, through the Department of Community Services (DCS), has a need to enter into an agreement with Care transitions Network for People with Serious Mental Illness for data exchange between agencies; and

**NOW, THEREFORE, BE IT RESOLVED**, the Sullivan County Legislature authorizes the County Manager to execute an agreement between the Sullivan County Department of Community Services and Care Transitions Network for People with Serious Mental Illness; and

**BE IT FURTHER RESOLVED**, the form of said agreement(s) be approved by the Sullivan County Attorney's Office.

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2017.



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

To: Sullivan County Legislature

Fr: Joseph A. Todora; Commissioner/Director

Re: Request for Consideration of a Resolution: To enter into a contract with Care Transitions Network for People with Serious Mental Illness.

Date: 3/03/2017

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 enter into a contract with Care Transitions Network for People with Serious Mental Illness to help reduce re-hospitalizations and received payments upon meeting benchmarks.

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: Recieve payments for benchmarks

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.

Request for Authority to Enter into Contract with [ Jeannie Campbell, Exec. VP ] of [ National Council for Behavioral Health ]

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

Duration of Contract: From 01/01/2017 To 12/31/2020

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.]:

This is to help providers reduce all-cause re-hospitalizations for people with serious mental illness and payments will be made to Community Services upon making certain benchmarks.

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:

N/A

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

N/A

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

\_\_\_\_\_

Person(s) responsible for monitoring contract (Title): Joseph A. Todora, Commissioner/Director

Pre-Legislative Approvals:

- A. Director of Purchasing: <sup>Assistant</sup> Ayson Lewis Date 3/7/17
- B. Management and Budget: Janet Myz Date 3/8/17
- C. Law Department: [Signature] Date 3/7/16
- D. County Manager: [Signature] Date 3/8/17
- E. Commissioner: [Signature] Date 3/6/17

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

**RESOLUTION NO. \_\_\_\_\_ INTRODUCED BY THE EXECUTIVE COMMITTEE**

**TO INCREASE THE COUNTY'S DEPARTMENT OF MOTOR VEHICLES FEE RETENTION**

**WHEREAS**, 51 OF 62 New York Counties are mandated by the State to operate a local Department of Motor Vehicles Office ("DMV"); and

**WHEREAS**, local DMV offices process many no fee transactions on behalf of the State and provide numerous and regular customer service; and

**WHEREAS**, under current law, the Sullivan County Clerk remits 87.3% of all fees collected from the work performed by the County's DMV to the New York State Motor Vehicles Department; and

**WHEREAS**, the remaining 12.7% County share has not been increased since 1999, yet the amount of work required by the County DMV office has increased in that same time period; and

**WHEREAS**, increasing the local DMV revenue sharing rate with the State will not result in any increased cost or fees to local residents or taxpayers and will provide counties with the needed revenue to continue to provide necessary local government services; and

**WHEREAS**, it is inequitable that the local DMV provides services, including overhead and staffing, to fulfill State obligations to state residents, yet the State receives 87.3% of the revenue generated; and

**WHEREAS**, Senate Bill S1908 and Assembly Bill A3397 provide a more equitable distribution of fees that would require seventy-five percent (75%) of fees for in-office transactions to be forwarded to the State with the county to retain twenty-five percent (25%) of these fees, with the exception that the county retention of the fee for Enhanced Drivers' Licenses would increase from 30% to 60%, and the counties would retain eight percent (8%) of the total fee for internet transactions processed for their respective county residents; and

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

**NOW THEREFORE BE IT RESOLVED**, that the Sullivan County Legislature calls upon Governor Andrew M. Cuomo and members of the State Legislature to pass and approve Senate Bill 1908 and Assembly Bill 3397; and

**BE IT FURTHER RESOLVED**, that the Clerk of the Sullivan County Legislature forward copies of this resolution to Governor Andrew M. Cuomo, the New York State Executive Deputy Commissioner of Motor Vehicles, and the Sullivan County representatives of the New York State Legislature.

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2017.

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE SOFTWARE SUPPORT AGREEMENT FOR THE ALLEN TUNNEL TAX COLLECTION SYSTEM.**

**WHEREAS,** the Allen Tunnel Tax Collection system provides essential capabilities to support tax collection activities for the County and individual Towns in Sullivan County; and

**WHEREAS,** the County wishes to continue utilizing the Allen Tunnel Tax Collection System and sponsor its use in the individual towns and receive support as provided for in Schedule A of the proposed Allen Tunnel Agreement.

**NOW, THEREFORE, BE IT RESOLVED,** that the County Manager is authorized to enter into a 1-year support agreement covering January 1, 2017 thru December 31, 2017 with Allen Tunnel Corporation at a cost not to exceed \$38,200.00, said agreements to be in such form as the County Attorney shall approve.

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

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

**and adopted on motion** \_\_\_\_\_, 2017.

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

To: Sullivan County Legislature

Fr: Lorne D. Green, Chief Information Officer

Re: Request for Consideration of a Resolution: Software Support Agreement - Allen Tunnel Tax  
Collection System

Date: March 12, 2017

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 continued support agreement for 2017 for tax collection software in place since 2003.

Is subject of Resolution mandated? Explain:

No but a necessary tracking component to the Town's and SC Treasurer's tax collection responsibilities.

Does Resolution require expenditure of funds? Yes  No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 38,200.00

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): A1680-43-4304

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

Estimated Cost Breakdown by Source:

County	\$ <u>38,200.00</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 [ Allen Tunnel Corporation ] of [ 161 Rosedale Drive, Binghamton, NY 13905 ]

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

Duration of Contract: From 01/01/2017 To 12/31/2017

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2016 To 12/31/2016

Amount authorized by prior contract(s): 35,370.00

Resolutions authorizing prior contracts (Resolution #s): 9-03, 225-04, 226-05, 82-06, 505-06, etc

Future Renewal Options if any:

Annual

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.]:

Custom application developed by outside vendor to allow for property tax collection management by Treasurer's Office.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$38,200.00

Efforts made to find Less Costly alternative:

Custom developed application renewal of support - no alternatives currently exist.

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

None.  
\_\_\_\_\_  
\_\_\_\_\_

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

Support renewal of an existing established custom software application.

Person(s) responsible for monitoring contract (Title): Lorne D. Green, CIO

Pre-Legislative Approvals:

- Assistant*
- A. Director of Purchasing: Aurora Lewis Date 3/13/17
- B. Management and Budget: Janet My Date 3/13/17
- C. Law Department: Thomas J. Cawley Date 3/13/17
- D. County Manager: [Signature] Date 3/13/17
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

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



**RESOLUTION NO.                    INTRODUCED BY THE EXECUTIVE COMMITTEE TO  
AUTHORIZE THE EXECUTION OF A CHANGE ORDER.**

**WHEREAS**, Resolution 428-16 adopted October 20, 2016 authorized an agreement with The Pike Company to provide construction services for the New Sullivan County Jail; and

**WHEREAS**, the agreement contained a line item for rock excavation and a unit price associated with any additional rock excavation required; and

**WHEREAS**, the agreement contains a contingency line item of \$1 million dollars; and

**WHEREAS**, Resolution 431-16 adopted October 20, 2016 defined the Change Order policy for the New Sullivan County Jail Project which provides a maximum limit of \$25,000 for change without a Legislative resolution; and

**WHEREAS**, the current estimate for rock excavation exceeds the contract amount by \$192,200 which is in excess of the established threshold .

**NOW, THEREFORE, BE IT RESOLVED**, that the County Legislature authorized the amount of \$192,200 to be moved from the contingency line item to the rock excavation line item via a contract change order; and

**BE IT FURTHER RESOLVED**, that such change be executed by the County Manager, Commissioner of Management and Budget and the Commissioner of the Division of Public Works in such form as the County Attorney shall approve.

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2017.

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

To: Sullivan County Legislature

Fr: Edward McAndrew, P.E.

Re: Request for Consideration of a Resolution: To authorize a change order for Pike Co.

Date: March 16, 2017

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 authorize a change order with Pike Company for additional rock excavation.

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: \$ 192,200

Are funds already budgeted? Yes  No

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

If "No", specify proposed source of funds: Contingency Line Item in Contract

Estimated Cost Breakdown by Source:

County	\$ <u>192,200</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 and 3.

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:

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

11b-

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

---

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

**Pre-Legislative Approvals:**

- A. <sup>Assistant</sup> Director of Purchasing: Amyson Lewis Date 3/13/17
- B. Management and Budget: Janet My... Date 3/13/17
- C. Law Department: [Signature] Date 3/13/17
- D. County Manager: [Signature] Date 3/13/17
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

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

**RESOLUTION NO. \_\_\_\_\_ INTRODUCED BY THE PUBLIC WORKS COMMITTEE TO AUTHORIZE THE EXECUTION AND SUBMISSION OF A FEDERAL SECTION 5311 FORMULA GRANT FOR RURAL AREA PROGRAM APPLICATION WITH THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION (NYS DOT)**

**WHEREAS**, the County of Sullivan –Department of Transportation is submitting a request for a grant of funds to the NYSDOT, pursuant to Section 5311, Title 49 United States Code, for a project(s) to provide public mass transportation service for the County of Sullivan via the Sullivan County Department of Transportation for the 2017 & 2018 fiscal years and has committed the local share; and

**WHEREAS**, the County of Sullivan –Department of Transportation and the State of New York have entered into a continuing agreement which authorizes the undertaking of the project(s) and reimbursement of the Federal and applicable State Shares; and

**WHEREAS**, the County of Sullivan –Department of Transportation is eligible for funding through such grant; and

**WHEREAS**, the County desires to pursue funding for the Department of Transportation through such grants.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager, Chairman of the County Legislature, and / or their authorized representative (*as required by the funding source*) is authorized to act on behalf of the County of Sullivan to sign the application and progress and complete the above named project(s);

**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 Federal Section 5311 Formula Grant for Rural Area Program funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.

**Moved by,  
Seconded by,  
and adopted on motion, 2017**

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

To: Sullivan County Legislature

Fr: Edward McAndrew, P.E.

Re: Request for Consideration of a Resolution: To authorize the execution and submission

Date: March 16, 2017

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 authorize the execution and submission of a Federal Section 5311  
Formula Grant for Rural Area Program application with the NYSDOT.

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 \_\_\_

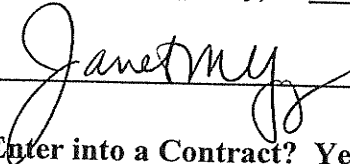
If "Yes" specify appropriation code(s): \_\_\_\_\_

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

Estimated Cost Breakdown by Source:

County	\$ _____	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: \_\_\_\_\_



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

If "Yes", provide information requested on Pages 2 and 3.

12A

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. <sup>Assistant</sup> Director of Purchasing: Amerson Lewis Date 3/13/17

B. Management and Budget: [Signature] Date 3/13/17

C. Law Department: [Signature] Date 3/15/17

D. County Manager: [Signature] Date 3/13/17

E. Other as Required: \_\_\_\_\_ Date Ed 3

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