

EXECUTIVE COMMITTEE

June 15, 2017 at 11:30AM

I. HUMAN RIGHTS MONTHLY REPORT

II. COUNTY MANAGER'S MONTHLY REPORT

III. PRESENTATIONS:

1. Charter Review Commission (CRC Recommendations to the Legislature)
2. Hour Exchange Program (HRC)

IV. DISCUSSION - None

V. RESOLUTIONS:

1. Set Public Hearing for a proposed local law to impose the Wireless Communications Surcharges
2. Create five (5) Deputy Sheriff positions in the Sheriff's Office
3. Set the salary for Investigator position in the Sullivan County District Attorney's Office
4. Create one Senior Community Services Employment Program Worker
5. Authorize the reclassification of a Crew Leader to Senior Crew Leader for CWD
6. Amend the agreement with LaBella Associates DPC with respect to the new Sullivan County Jail
7. Modify Resolution No. 469-16 regarding Elan Planning, Design and Landscape Architecture, PLLC
8. Authorize the acceptance of a SEQRA Determination for the remaining Sullivan County Greater Catskills Flood Remediation Program Project
9. Execute Subordination Agreement, Mortgage satisfactions and other post-closing documents in connection with New York State Home Program Grant
10. Modify resolution no. 23-15 appointing Otto as NYSEG Representative
11. Accept NYSDOT Aviation Capital Agreement for the design of the Transient Aircraft parking Apron Extension at the SCIA
12. Accept NYSDOT Aviation Capital Agreement for design and construction to replace guidance signs and MITL at SCIA
13. Authorize Sullivan County Office for the Aging to apply for and accept the NY CONNECTS Expansion and Enhancement Allocation
14. Authorize the acceptance of the Labor Shed and Large Scale Economic Development Impact Study

15. Authorize agreement with the Workforce Development Board of Sullivan, Inc for the provision of one stop operator services under the Workforce Innovation and Opportunity Act
16. Authorize modification with Sullivan County BOCES to provide services under the Workforce Innovation and Opportunity Act
17. Convey LI 46.-1-40.2 to the Town of Liberty
18. Include past service performed by certain county employees as Acting Department Heads to qualify for a salary increase

VI. PUBLIC COMMENT

County Manager's Monthly Report 6-15-17

County Manager's Activities

- Met with Commissioners and department heads to discuss current issues, initiatives and concerns
- Monitored and discussed ongoing construction of County Jail
 - Continue to negotiate terms of Intermunicipal Agreement with the Village of Monticello for offsite utilities
- Worked on Transportation initiatives:
 - Vanpool RFP
 - Shortline/CoachUSA enhanced services
- Discussed various initiatives and issues with new Deputy County Manager
- Participated in SUNY Sullivan 2017-2018 budget discussions
- Moving toward more building security measures at Government Center
- Worked on wellness initiative via Monster Run organizers
- Reviewing operational needs and demands of the Airport with Deputy County Manager
- Helping develop hospitality curriculum with BOCES, SUNY Sullivan, Workforce Development
- Investigating veterans discounts for County Parks
- Reviewed Plans & Progress Grant applications
- Participated in the Internal Green Committee
- Continuing to discuss Shared Services opportunities with County, town and village officials
- Participating in Sullivan County Land Bank Corporation meetings
- Continued work on the Route 17 Corridor Analysis RFP
- Held meetings with committee chairs and department heads to discuss monthly agendas
- Attended monthly Legislative Committee and Full Board meetings
- Attended Consolidated Funding Application seminar at SUNY Sullivan
- Spoke at opening of Catskill Regional Medical Center Urgent/Primary Care Center
- Spoke at Memorial Day service at County Veterans Cemetery
- Spoke at Solarize Sullivan info seminar in Bethel
- Attended Retired Senior Volunteer Program (RSVP) Luncheon at the Villa Roma
- Attended Sullivan County Visitors Association Board meeting
- Attended Sullivan County Chamber of Commerce monthly meeting

Deputy County Manager's Activities

- Started work April 24
- Met and continue to meet commissioners, department heads, county employees, and local businesspeople and citizens, who have been very welcoming and helpful

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- Getting up to speed on a wide range of County issues and Legislature's agenda
- Working diligently with Personnel and Human Resources to fill funded vacancies in various departments
- Coordinating affordable facelift of 42-year-old Government Center, including repainting and new signage throughout
- Led effort to secure bids for sidewalk repairs and parking lot striping/sealing at the Gov't. Ctr.
- Moving forward on installing new, energy-efficient heating, air-conditioning and ventilation system at the Government Center
- Beginning to address pressing space issues in both Liberty and Monticello facilities

Director of Communications' Activities

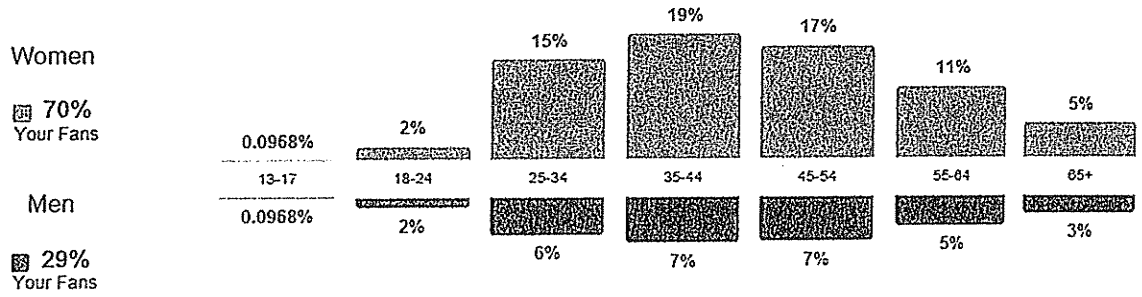
- Started work May 22
- Immediately began coordinating communication efforts across County departments
- Substantially increased Facebook activity, posting press releases, alerts, photos and videos on average once a day:
 - Main SC Gov't. Facebook page saw page views jump by 74%, with 53 new likes (a 179% increase), 54 new followers (a 170% increase) and a reach of 12,934 (a 2,278% increase)
 - Public Health Services page saw reach of 1,018 (a 99% increase)
- Posted complete array of photos of awardees at RSVP Luncheon
- Facebook posts have so far included Office for the Aging, Health & Family Services, Public Health Services, Treasurer's Office, County Clerk's Office, Legislature, Division of Public Works, Cornell Cooperative Extension, Division of Planning & Environmental Management, Personnel, Center for Workforce Development, Veterans Service Agency
- Began posting job listings on Facebook at no cost, views exceeding 1,000 for certain posts
- Twitter feed starting to become more active
- Official LinkedIn page established for the County
- Instagram page in the works
- Writing an average of a press release a day, plus speeches for County Manager and various Legislators
- Edited documents for various County officials
- Held press conference on Delaware River Flexible Flow Management Plan's expiration
- Earned multiple media mentions in Mid-Hudson News, Times Herald-Record, Sullivan County Democrat, River Reporter, Tri-Valley Townsman, Shawangunk Journal
- Expanded media contact list to include more area newspapers, TV channels, radio stations and online publications
- Redesigned and retitled County Manager's Newsletter
- Planning "Our Parks Are Open to You" press conference for later this month

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- Developing publicity permission form

Age, gender, language and location of fans of Sullivan County Government Facebook Page

The people who like your Page



Country	Your Fans	City	Your Fans	Language	Your Fans
United States of America	1,026	Monticello, NY	127	English (US)	1,019
Israel	3	Liberty, NY	109	English (UK)	7
India	2	New York, NY	59	Spanish	4
Chile	1	Wurtsboro, NY	32	English (Pirate)	1
Japan	1	Hurleyville, NY	27	Spanish (Spain)	1
		Livingston Manor, NY	25	Portuguese (Portugal)	1
		Rock Hill, NY	23		
		Callicoon, NY	22		
		Woodbourne, NY	22		
		Woodridge, NY	21		

[See More](#)

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**RESOLUTION NO. ____ INTRODUCED BY THE EXECUTIVE COMMITTEE TO SET
A PUBLIC HEARING FOR A PROPOSED LOCAL LAW TO IMPOSE THE WIRELESS
COMMUNICATIONS SURCHARGES PURSUANT TO TAX LAW § 186-G**

WHEREAS, there has been introduced and presented at a meeting of the Sullivan County Legislature held on June 15, 2017 a proposed Local Law to “Impose the Wireless Communications Surcharges Pursuant to Tax Law § 186-g”.

NOW, THEREFORE, BE IT RESOLVED, that a public hearing be held on said proposed Local Law by the Sullivan County Legislature on July 20, 2017 at 1:50 p.m., in the Legislative Chambers, County Government Center, Monticello, New York, and at least six (6) days’ notice of the public hearing be given by the Clerk of the Sullivan County Legislature by due posting thereof on the bulletin board of the County of Sullivan and by publishing such notice at least once in the official newspapers of the County.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2017.

COUNTY OF SULLIVAN
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that there has been duly presented and introduced at a meeting of the Legislature of the County of Sullivan, New York, held on June 15, 2017, a proposed Local Law to "Impose the Wireless Communications Surcharges Pursuant to Tax Law § 186-g".

NOTICE IS FURTHER GIVEN that the Legislature of the County of Sullivan will conduct a public hearing on the aforesaid proposed Local Law at the Legislature's Meeting Room, County Government Center, Monticello, New York, 12701, on July 20, 2017 at 1:50 p.m. at which time all persons interested will be heard.

DATED: June 15, 2017
Monticello, New York

ANNMARIE MARTIN
Clerk of the Legislature
County of Sullivan, New York

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INSTRUCTIONS FOR MODEL ENACTMENT # 1

- This model enactment has been drafted to achieve the purpose of imposing the Wireless Communications Surcharge authorized by Tax Law § 186-g. Any changes could render it insufficient to achieve that purpose. If you are considering changes to this model, please contact Stephanie Scalzo in the Department of Taxation and Finance's Office of Counsel at (518) 457-2153.
- A locality may enact the Wireless Communications Surcharge as a local law, ordinance or resolution. Please note that a local law can only be amended by local law; an ordinance can be amended by ordinance or local law; and a resolution can be amended by local law, ordinance, or resolution.
- This model enactment has been prepared for localities that want to impose the surcharges authorized by Tax Law § 186-g effective December 1, 2017. If the locality elects to impose such surcharges at a later date, please contact our office for further instruction. Please note that the Wireless Communications Surcharge can take effect **only** on the 1st day of March, June, September, or December.
- In order for the surcharges to take effect, the locality must adopt its enactment and mail a **certified copy** to the New York State Commissioner of Taxation and Finance by **certified or registered** mail at least **90 days** prior to the effective date. The Commissioner **may** reduce the period to not less than 30 days prior to the effective date if the locality requests a waiver in writing. For the surcharges to take effect December 1, 2017, any waiver request must be mailed by November 1, 2017.
- Mail the Tax Department's certified copy, with the clerk's raised seal, and waiver request, if applicable, to:

Deborah R. Liebman, Esq.
Deputy Counsel
New York State Department of Taxation and Finance
Building 9, Room 228
W.A. Harriman State Campus
Albany, New York 12227
- **Within five days of enactment**, the locality **must** also file certified copies of the enactment with:
 - Secretary of State;
 - State Comptroller; **and**
 - County or City clerk (as the case may be).

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MODEL ENACTMENT # 2
WIRELESS COMMUNICATIONS SURCHARGE
For Use by a County or City that Currently Imposes a Wireless Communications Surcharge authorized
by the County Law

This model enactment has been prepared by the New York State Commissioner of Taxation and Finance for use by a city having a population of one million or more, and a county, other than a county wholly within such a city, to **repeal** the surcharge authorized by Article 6 of the County Law and **elect** the imposition of the Wireless Communications Surcharge described in Tax Law § 186-g on both prepaid and postpaid wireless communications effective December 1, 2017.

PLEASE FOLLOW INSTRUCTIONS CAREFULLY

[CHOOSE ONE-RESOLUTION/LOCAL LAW/ORDINANCE]

of the

[INSERT PROPER TITLE OF LEGISLATIVE BODY] of the
[COUNTY/CITY] of [INSERT COUNTY/CITY NAME], repealing the
wireless communications surcharge authorized by Article Six of the
County Law of the State of New York; and imposing the wireless
communications surcharges pursuant to the authority of Tax Law § 186-g.

Be it enacted by the [INSERT PROPER TITLE OF LEGISLATIVE BODY] of the [COUNTY/CITY] of [INSERT COUNTY/CITY NAME], as follows:

SECTION 1. [INSERT TITLE OF THE INITIAL ENACTMENT THAT IMPOSED THE WIRELESS SURCHARGE CURRENTLY AUTHORIZED BY THE COUNTY LAW] [RESOLUTION/LOCAL LAW/ORDINANCE] No. [INSERT IDENTIFYING NUMBER OF INITIAL WIRELESS SURCHARGE ENACTMENT], of [INSERT YEAR OF INITIAL ENACTMENT] as amended, is hereby REPEALED.

SECTION 2. Imposition of wireless communications surcharges. (a) Pursuant to the authority of Tax Law § 186-g, there are hereby imposed and there shall be paid surcharges within the territorial limits of the [COUNTY/CITY] of [INSERT COUNTY/CITY NAME] on: (i) wireless communications service provided to a wireless communications customer with a place of primary use within such [COUNTY/CITY], at the rate of thirty cents per month on each wireless communications device in service during any part of the month; and (ii) the retail sale of prepaid wireless communications service sold within such [COUNTY/CITY], at the rate of thirty cents per retail sale, whether or not any tangible personal property is sold therewith.

(b) Wireless communications service suppliers shall begin to add such surcharge to the billings of its customers and prepaid wireless communications sellers shall begin to collect such surcharge from its customers commencing December 1, 2017.

(c) Each wireless communications service supplier and prepaid wireless communications seller is entitled to retain, as an administrative fee, an amount equal to three percent of its collections of the surcharges imposed by this [RESOLUTION/LOCAL LAW/ORDINANCE], provided that the supplier or seller files any required return and remits the surcharges due to the New York State Commissioner of Taxation and Finance on or before its due date.

SECTION 3. Administration of surcharges. The surcharges imposed by this [RESOLUTION/LOCAL LAW/ORDINANCE] shall be administered and collected by the New York State Commissioner of Taxation and Finance as provided in paragraph (8) of Tax Law § 186-g, and in a like manner as the taxes imposed by Articles Twenty-eight and

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Twenty-nine of the Tax Law.

SECTION 4. Applicability of State law to surcharges imposed by this [RESOLUTION/LOCAL LAW/ORDINANCE]. All the provisions of Tax Law § 186-g shall apply to the surcharges imposed by this [RESOLUTION/LOCAL LAW/ORDINANCE] with the same force and effect as if those provisions had been set forth in full in this [RESOLUTION/LOCAL LAW/ORDINANCE], except to the extent that any of those provisions is either inconsistent with or not relevant to the surcharges imposed by this [RESOLUTION/LOCAL LAW/ORDINANCE].

SECTION 5. Net collections received by this [COUNTY/CITY] from the surcharges imposed by this [RESOLUTION/LOCAL LAW/ORDINANCE] shall be expended only upon authorization of the [INSERT PROPER TITLE OF LEGISLATIVE BODY] of the [COUNTY/CITY] of [INSERT COUNTY/CITY NAME] and only for payment of system costs, eligible wireless 911 service costs, or other costs associated with the administration, design, installation, construction, operation, or maintenance of public safety communications networks or a system to provide enhanced wireless 911 service serving such [COUNTY/CITY], as provided in paragraph (9) of Tax Law § 186-g, including, but not limited to, hardware, software, consultants, financing and other acquisition costs. The [COUNTY/CITY] shall separately account for and keep adequate books and records of the amount and object or purpose of all expenditures of all such monies. If, at the end of any fiscal year, the total amount of all such monies exceeds the amount necessary for payment of the above mentioned costs in such fiscal year, such excess shall be reserved and carried over for the payment of those costs in the following fiscal year.

SECTION 6. Effective date. This [RESOLUTION/LOCAL LAW/ORDINANCE] shall take effect December 1, 2017.

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INSTRUCTIONS FOR MODEL ENACTMENT # 2

- This model enactment has been drafted to achieve the purpose of imposing the Wireless Communications Surcharge authorized by Tax Law § 186-g. Any changes could render it insufficient to achieve that purpose. If you are considering changes to this model, please contact Stephanie Scalzo in the Department of Taxation and Finance's Office of Counsel at (518) 457-2153.
- A locality may enact the Wireless Communications Surcharge as a local law, ordinance or resolution. However, a local law can only be amended by local law; an ordinance can be amended by ordinance or local law; and a resolution can be amended by local law, ordinance, or resolution. Therefore, if a locality enacted its wireless surcharge as identified in Section 1 by local law, then it must be repealed by local law. If the surcharge had been enacted by ordinance, then it may be repealed by either local law or ordinance. Finally, if the surcharge had been enacted by resolution, then it may be repealed by either local law, ordinance, or resolution.
- If the locality's resolution/local law/ordinance identified in Section 1 enacted and/or amended additional items besides its initial wireless surcharge, specify the subdivision of the resolution/local law/ordinance enacting the wireless surcharge so that only that portion that is repealed.
- Retain the phrase "as amended" in Section 1 ONLY if the resolution/local law/ordinance being amended has been previously amended.
- This model enactment has been prepared for localities that currently impose a wireless communications surcharge pursuant to the authority of Article 6 of the County Law and that want to impose the surcharges authorized by Tax Law § 186-g effective December 1, 2017. Because the authority to impose the surcharge in the County Law is repealed effective December 1, 2017, a locality that currently imposes that surcharge must impose the new surcharge effective December 1, 2017 if it wants collections of the surcharge to continue without interruption. If the locality elects to impose such surcharge at a later date, please contact our office for further instructions. Please note that the Wireless Communications Surcharge can take effect **only** on the 1st day of March, June, September, or December.
- In order for the surcharges to take effect, the locality must adopt its enactment and mail a **certified copy** to the New York State Commissioner of Taxation and Finance by **certified or registered** mail at least **90 days** prior to the effective date. The Commissioner **may** reduce the period to not less than 30 days prior to the effective date if the locality requests a waiver in writing. For the surcharges to take effect December 1, 2017, any waiver request must be mailed by November 1, 2017.
- Mail the Tax Department's certified copy, with the clerk's raised seal, and waiver request, if applicable, to:

Deborah R. Liebman, Esq.
Deputy Counsel
New York State Department of Taxation and Finance
Building 9, Room 228
W.A. Harriman State Campus
Albany, New York 12227
- **Within five days of enactment**, the locality must also file certified copies of the enactment with:
 - Secretary of State;
 - State Comptroller; and
 - County or City clerk (as the case may be).

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Department of
Taxation and Finance

DEBORAH R. LIEBMAN
Deputy Counsel

May 30, 2017

Ms. Cheryl A. McCausland, County Attorney
County Government Center
100 North Street
Monticello, NY 12701

Re: New Tax Law § 186-g Wireless Communications Surcharges and Repeal of
County Law Wireless Surcharge

Dear Ms. McCausland:

We are writing to advise you that the authority granted to certain localities under Article 6 of the County Law to impose a wireless communications surcharge has been repealed by enacted State budget legislation effective December 1, 2017 (Part EEE of Chapter 59 of the Laws of 2017). Therefore, as of December 1, 2017, if your County or City currently imposes a wireless surcharge under the authority of Article 6 of the County Law, it will no longer have the authority to do so.

In place of this authority, the budget legislation authorized New York City and all counties outside New York City to impose a new State administered wireless surcharge pursuant to Tax Law § 186-g. This new law expands the existing wireless surcharge authority to include prepaid wireless service.

Localities now are authorized to adopt a local law, ordinance or resolution imposing the Tax Law § 186-g surcharges to take effect on or after December 1, 2017. Because the prior County Law authority is repealed as of December 1, 2017, a locality that currently imposes a wireless surcharge authorized by the County Law must adopt a new enactment imposing the surcharges authorized by Tax Law § 186-g effective December 1, 2017, if it wants surcharge collections to continue without interruption.

The significant differences between the wireless surcharges authorized by the County Law and the new Tax Law § 186-g surcharges are as follows:

1. **Collection and Administration:** Tax Law § 186-g surcharges will be administered and collected by the Commissioner of Taxation and Finance, as opposed to the individual localities, and all the provisions of Tax Law Articles 28 (regarding the State sales tax) and 29 (authorizing the imposition of local sales taxes), including the provisions relating to definitions, exemptions, returns, personal liability, collection, payment, and administration, will apply to such surcharges.
2. **Prepaid Wireless Communications Service Included:** While the County Law authorized a locality to impose a surcharge upon only postpaid wireless communications service, the new Tax Law § 186-g authority includes both postpaid and prepaid wireless

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communications service. A locality that chooses to adopt the Tax Law § 186-g surcharges must impose **both the postpaid and prepaid components** and cannot impose one without the other.

3. **Surcharge Rates:** A locality that chooses to adopt the Tax Law § 186-g surcharges must impose the surcharges at the rate of \$0.30 per month on postpaid wireless communications service and \$0.30 per retail sale on prepaid wireless communications service.
4. **Administrative Fee:** The administrative fee a seller/supplier is entitled to retain is increased from 2% to 3% of surcharge collections. However, the seller/supplier will no longer be eligible for this fee if it does not timely file its surcharge returns and pay the full amount due.

In order for the local surcharges to take effect, the locality must adopt its enactment and mail a certified copy to the Commissioner of Taxation and Finance by certified or registered mail at least 90 days prior to the effective date. Therefore, if a locality wants to begin imposing the surcharges on December 1, 2017, it must mail its enactment **no later than September 2, 2017**. The Commissioner is authorized to reduce this period to not less than 30 days prior to the effective date (*i.e.*, November 1, 2017) if the locality requests a waiver in writing by that date.

To assist localities with this process, the Department has prepared two model local enactments and instructions for their enactment (enclosed).

If your County or City does not currently impose a local wireless surcharge, but wishes to impose the new Tax Law § 186-g surcharges effective December 1, 2017, please use Model Enactment # 1.

If your County or City currently imposes a local wireless surcharge and wishes to impose the new Tax Law § 186-g surcharges effective December 1, 2017, please use Model Enactment # 2. ***Please note that if your County or City is currently imposing a local wireless surcharge and fails to adopt a new enactment effective December 1, 2017, local authority to collect the wireless surcharge will cease on November 30, 2017.***

If you have any questions about this process or about the enclosed model enactments, please contact Stephanie Scalzo, Esq., of my staff at (518) 457-2153.

Very truly yours,

AMANDA HILLER
Deputy Commissioner and Counsel

By:



Deborah Liebman
Deputy Counsel

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RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO CREATE FIVE (5) DEPUTY SHERIFF POSITIONS IN THE SHERIFF'S OFFICE

WHEREAS, the Sullivan County Sheriff has requested that five (5) Deputy Sheriff positions be created in the Sheriff's Office; and

WHEREAS, in an effort to enhance public safety in Sullivan County as well as meet the staffing needs of the Sullivan County Sheriff's Office, the Sheriff wishes to create five (5) Deputy Sheriff positions; and

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the creation of five (5) Deputy Sheriff positions in the Sheriff'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: Michael Schiff, Sheriff

Re: Request for Consideration of a Resolution: Create 5 Deputy Sheriffs

Date: 06/12/2017

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.]
TO CREATE FIVE (5) DEPUTY SHERIFF POSITIONS IN THE SHERIFF'S OFFICE

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: \$ 457,289.00

Are funds already budgeted? Yes No

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

If "No", specify proposed source of funds: Budget Modification

Estimated Cost Breakdown by Source:

County	\$ <u>457,289.00</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.

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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. ^{Assistant} Director of Purchasing: Amyson Lewis Date 6/12/17
- B. Management and Budget: [Signature] Date 6-12-17
- C. Law Department: [Signature] Date 6/12/17
- D. County Manager: [Signature] Date 6/12/17
- E. Other as Required: _____ Date _____

Vetted in Executive Committee on 06/15/2017

**RESOLUTION NO. INTRODUCED BY THE EXECUTIVE
COMMITTEE TO SET THE SALARY FOR INVESTIGATOR POSITION IN THE
SULLIVAN COUNTY DISTRICT ATTORNEY’S OFFICE**

WHEREAS, the Sullivan County District Attorney’s Office has requested permission to fill Position #2967, District Attorney Investigator; and

WHEREAS, the Sullivan County District Attorney indicates that filing this position is critical to the public safety needs and operational efficiency of the Sullivan County District Attorney’s Office

WHEREAS, the District Attorney makes the following salary recommendations for Position #2967, District Attorney Investigator:

District Attorney Investigator - \$51,000 p/yr

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby finds approves funding Position #2967, District Attorney Investigator, at an annual salary of \$51,000.00.

**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: Create one(1) Senior Comm Services
Emp.Program Wrker TFT position

Date: June 9, 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.]

Create position for Senior Community Services Employment Program Worker TFT. There are currently two positions but one additional position is needed. These positions are part time paid work experience opportunities for low income older workers funded through the federal Title V Older Worker program.

Is subject of Resolution mandated? Explain:

Yes. Federal Title V of the Older American Act of 1965.

Does Resolution require expenditure of funds? Yes No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 11,477.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A-6293-R1989-R332-Economic Assist-Title V

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>\$11,477.00</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.

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:

N/A

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.]:

N/A

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): _____

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Amyson Lewis Date 6/9/17
- B. Management and Budget: Janet Mygale Date 6/9/17
- C. Law Department: [Signature] Date 6/12/17
- D. County Manager: [Signature] Date 6/12/17
- E. Other as Required: Laura Pung Date 6/12/17

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY THE EXECUTIVE
COMMITTEE TO AUTHORIZE THE RECLASSIFICATION OF CREW
LEADER TO SENIOR CREW LEADER FOR THE CENTER FOR
WORKFORCE DEVELOPMENT**

WHEREAS, the Center for Workforce Development is in receipt of funds from NYS to operate the Summer Youth Employment Program (SYEP), and

WHEREAS, the Center for Workforce Development also receives funds under the federal Workforce Innovation and Opportunities Act Title 1B to provide youth services, and

WHEREAS, the Summer Youth Employment Program provides paid work experience opportunities for youth from July 10, 2017 through August 18, 2017, and

WHEREAS, one (1) Senior Crew Leader will provide daily supervision and education activities for eligible youth, and

WHEREAS, there is a currently a position (#2894) for Crew Leader and there is a need for creating an additional Senior Crew Leader position, and it is in the best interest of the program to reclassify Crew Leader to Senior Crew Leader, and

WHEREAS, the Senior Crew Leader will be paid \$17/hour

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes reclassification of a Crew Leader to a Senior Crew Leader and filling of one (1) Senior Crew Leader position for the Center for Workforce Development.

BE IT FURTHER RESOLVED, that all positions will be vacated at the end of the program season.

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: Reclassification of Crew Leader position to Senior Crew Leader position

Date: June 9, 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.]

Reclassify Crew Leader position #2894 to Senior Crew Leader. Past employee returning to work for the Summer Youth Employment Program (SYEP) and qualifies as a Senior Crew Leader.

Is subject of Resolution mandated? Explain:

Yes. TANF funds support the 2017 Summer Youth Employment Program (SYEP)

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 4,460.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A-6293-R4789-R314-Federal Aid-SYEP

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>4,460.00</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.

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:

N/A

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.]:

N/A

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): Laura Quigley, Director CWD

Pre-Legislative Approvals:

A. ^{Assistant} Director of Purchasing: Amson Lewis Date 6/9/17

B. Management and Budget: [Signature] Date 6/9/17

C. Law Department: [Signature] Date 6/12/17

D. County Manager: [Signature] Date 6/12/17

E. Other as Required: [Signature] Date 6/12/17

Vetted in _____ Committee on _____

**RESOLUTION NO. _____ INTRODUCED BY THE EXECUTIVE COMMITTEE TO
AUTHORIZE AN AMENDMENT TO THE AGREEMENT WITH LABELLA
ASSOCIATES, D.P.C. WITH RESPECT TO THE NEW SULLIVAN COUNTY JAIL**

WHEREAS, pursuant to Resolution 8-06, the County of Sullivan entered into an agreement with LaBella Associates, D.P.C. ("LaBella") for architectural services related to the siting and building of a new jail complex; and

WHEREAS, pursuant to Resolution 192-15, the agreement was amended to reflect additional design services that were required but not specifically included in the original agreement; and

WHEREAS, since 2006, LaBella has been asked to engage in a variety of additional services to accommodate final determinations made with regard to the jail site including, but not limited to, bid alternate design work and off-site utility design, and

WHEREAS, in an effort to address the practical needs of the County as well as aspects of off-site utility design to accommodate the needs of the Village of Monticello, additional services are required.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is hereby authorized to execute a modification agreement with LaBella, to reflect a scope of services for the additional off-site utility design work to complete the new Sullivan County Jail project which work is to include a Topographic Land Survey, Utility Survey, Right Of Way survey and related deliverables, in an amount not to exceed \$36,859.

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: Joshua Potosek, County Manager

Re: Request for Consideration of a Resolution: Amendment to LaBella Agreement

Date: 06/12/2017

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.]

TO AUTHORIZE AN AMENDMENT TO THE AGREEMENT WITH LABELLA ASSOCIATES, D.P.C. WITH RESPECT TO THE NEW SULLIVAN COUNTY JAIL

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: \$ 36,859.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): H42-3997-21-2101

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

Estimated Cost Breakdown by Source:

County	\$ <u>36,859.00</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.

6A

Request for Authority to Enter into Contract with [LaBella Associates, D.P.C] of
[AMENDMENT]

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): 192-15

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): Ed McAndrew, Commissioner

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Amyson Lewis Date 6/12/17
- B. Management and Budget: [Signature] Date 6-12-17
- C. Law Department: [Signature] Date 6/12/17
- D. County Manager: [Signature] Date 6/12/17
- E. Other as Required: _____ Date _____

Vetted in Executive Committee on 06/15/2017

RESOLUTION NO. INTRODUCED BY EXECUTIVE COMMITTEE TO MODIFY RESOLUTION NO.
469-16

WHEREAS, pursuant to Resolution No. 198-16, the Sullivan County Legislature authorized the preparation and submission of a Rural Business Development Grant (RBDG) application to fund a Gateway Study for the Route 17 Corridors in Monticello/Thompson for Sullivan County; and

WHEREAS, on July 06, 2016, in response to the grant application, the County was awarded two USDA Rural Business Development Grants totaling \$67,614.00 to conduct the Gateway Study; and

WHEREAS, pursuant to Resolution No. 469-16, the Sullivan County Legislature authorized the award and execution of a contract with Elan Planning, Design & Landscape Architecture, PLLC, to conduct the Gateway Study in the amount of \$69,436.90, as per the firm's proposal submitted in response to the RFP; and

WHEREAS, additional services were requested for the development of design site plans that are beyond the scope of the original contract and are in the amount of \$1,800.00; and

WHEREAS, additional services were requested for travel to and from the project location that are beyond the scope of the original contract and are in the amount of \$1,071.00; and

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager to execute a contract modification with Elan Planning, Design & Landscape Architecture, PLLC, in an amount not to exceed total project budget of \$72,307.90, said contract to be in such form as the County Attorney shall approve.

Moved by , seconded by , put to a vote with

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

To: Sullivan County Legislature

Fr: Freda Eisenberg Planning Commissioner

Re: Request for Consideration of a Resolution: Contract Modification

Date: 06/12/17

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 the County Manager to execute a contract modification with Elan Planning, Design & Landscape Architecture, PLLC, for an additional \$2,871.00 in services that are beyond the scope of the original contract for a total project budget not to exceed \$72,307.90

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: \$ 2,871.00

Are funds already budgeted? Yes No

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

If "No", specify proposed source of funds: New Initiatives A 8020-90-47-4763

Estimated Cost Breakdown by Source:

County	\$ <u>2,871.00</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 [Lisa Nagle, Principal] of
Elan Planning, Design & Landscape Architecture, PLLC.

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 11/17/2016 To 08/31/2017

Amount authorized by prior contract(s): 69,436.90

Resolutions authorizing prior contracts (Resolution #s): 469-16

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.]:

Additional services were requested by the Steering Committee in order to complete the project to the committee's standards.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$72,307.90

Efforts made to find Less Costly alternative:

Additional requested services are the minimum services needed to complete the project.

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

\$67,614.00 of total project cost is covered by a USDA Rural Business Development Grant.

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

R-16-29 Original RFP
AL

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

Pre-Legislative Approvals:

- A. Director of Purchasing: ^{Assistant} Amerson Karpis Date 6/12/17
- B. Management and Budget: [Signature] Date 6-12-17
- C. Law Department: [Signature] Date 6/12/17
- D. County Manager: [Signature] Date 6/13/17
- E. Other as Required: [Signature] Date 6/12/17

Vetted in _____ Committee on _____

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE AUTHORIZING THE ACCEPTANCE OF A SEQRA DETERMINATION FOR THE REMAINING SULLIVAN COUNTY GREATER CATSKILLS FLOOD REMEDIATION PROGRAM PROJECT

WHEREAS, pursuant to Resolution No. 131-09 which authorized the Sullivan County Legislature to act as the Lead Agency for the SEQRA of the Greater Catskills Flood Remediation Program; and

WHEREAS, pursuant to Resolution No. 252-09 a SEQRA determination was made by the County in regard to the Greater Catskills Flood Remediation Program, said determination did not include a parcel at 967 Callicoon Center Road, Callicoon Center (“Subject Parcel”); and

WHEREAS, the Greater Catskills Flood Remediation Program is deemed an Unlisted Action under Article 8 of the Environmental Conservation Law, regulations 6 NYCRR Part 617; and

WHEREAS, the Division of Planning and Environmental Management has completed Part II of the Short Environmental Assessment Form (EAF) for Unlisted Actions on the Subject Parcel and has deemed that the inclusion of Subject Parcel to the Greater Catskills Flood Remediation Program project does not exceed any Type I threshold in 6 NYCRR, Part 617.4; and

WHEREAS, the Division of Planning and Environmental Management, pursuant to Part II of the EAF short form, determines that the inclusion of Subject Parcel to the Greater Catskills Flood Remediation Program project will not have potential adverse environmental impacts.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature as lead agency determines that the proposed action will not have a significant environmental impact and a Draft Environmental Impact Statement is not required; and

THEREFORE, BE IT FURTHER RESOLVED, that the Sullivan County Legislature in accordance with SEQRA declares a negative declaration in regard to the Greater Catskills Flood Remediation Program project located at 967 Callicoon Center Road, Callicoon Center.

Moved by,
Seconded by,
and adopted on motion.

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

To: Sullivan County Legislature

Fr: Dept. of Grants Administration

Re: Request for Consideration of a Resolution:

Date: 6/5/2017

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 accept a SEQRA determination for the remaining Sullivan County Greater Catskills Flood Remediation Program Project

Is subject of Resolution mandated? Explain:

Yes as part of acceptance of flood funding through NYS Housing Trust Fund Corporation

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 ___

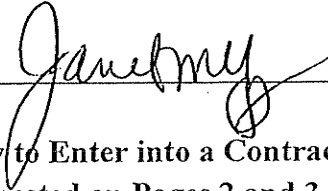
If "Yes" specify appropriation code(s): _____

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.

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.)

R-17-03

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

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: [Signature] Date 6/5/17
- B. Management and Budget: [Signature] Date 6/5/17
- C. Law Department: [Signature] Date 6/5/17
- D. County Manager: [Signature] Date 6/6/17
- E. Other as Required: [Signature] Date 6/5/17

Vetted in _____ Committee on _____

RESOLUTION NO.: _____ INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO EXECUTE SUBORDINATION AGREEMENT, MORTGAGE SATISFACTIONS AND OTHER POST-CLOSING DOCUMENTS IN CONNECTION WITH NEW YORK STATE HOME PROGRAM GRANT

WHEREAS, pursuant to Resolution No.: 308-09, the County of Sullivan accepted a grant from New York State HOME Program from the New York State Division of Housing and Community Renewal (“DHCR”) to provide funding for moderate rehabilitation of rental housing units;

WHEREAS, pursuant to the aforementioned resolution, the County of Sullivan entered into the New York State Home Program State Recipient Agreement, dated as of October 1, 2009, between the Count of Sullivan and the New York State Housing Trust Fund Corporation;

WHEREAS, the County of Sullivan’s Division of Planning and Environmental Management administered the HOME Program with respect to qualified recipients whereby recipients were loaned money for certain eligible improvements and would execute mortgages in favor of the County of Sullivan as security for said loans;

WHEREAS, as of 2013 unallocated funds remained in HOME Program, and the Division requested DHCR’s Office of Community Renewal (“OCR”) to reallocate the remaining funds to a modified program aimed at low- and moderate-income homeowner rehabilitations and said request was granted by OCR;

WHEREAS, pursuant to Resolution No.: 171-13, the County of Sullivan executed an Sub-Grantee Agreement with Rural Sullivan County Housing Corporation (“RSHCO”) dated January 16, 2013, whereby RSHCO provided program delivery and administration for the reallocated funds the “HOME Program”;

WHEREAS, pursuant to HOME Program, RSHCO entered into various project agreements with qualified home owners whereby the homeowners were loaned money for certain eligible home improvements and would execute mortgages in favor of the County of Sullivan as security for said loans; and

WHEREAS, in connection with the HOME Program, the County of Sullivan is asked, from time to time, to execute post-closing documents, including but not limited to subordination agreements and mortgage satisfactions, in connection with said mortgages.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is authorized to execute subordination agreements, mortgage satisfactions and any other post-closing documents required to be signed by the County of Sullivan, each in such form as the County Attorney shall approve.

Moved by: _____,
Seconded by: _____,
and adopted on motion dated: _____, 2017

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

To: Sullivan County Legislature

Fr: Freda Eiseberg, Commissioner of Planning

Re: Request for Consideration of a Resolution: Authorize County Manager to Execute
Subordination Agreement, Mortgage Satisfactions

Date: 6/5/17

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

The resolution will allow the County Manager to to execute documents in connection with the NYS HOME program grant.

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: _____

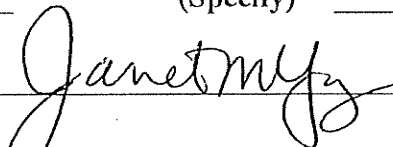
Estimated Cost Breakdown by Source:

County	\$ _____	Grant(s)	\$ _____
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State	\$ _____	Other	\$ _____
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Federal Government	\$ _____	(Specify)	_____
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Verified by Budget Office: _____



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

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

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: Assistant Cyrus Lewis Date 6/6/17
- B. Management and Budget: Jane Myers Date 6/6/17
- C. Law Department: [Signature] Date 6/6/17
- D. County Manager: [Signature] Date 6/6/17
- E. Other as Required: [Signature] Date 7/5/17

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY EXECUTIVE COMMITTEE TO MODIFY
RESOLUTION NO. 23-15 BY APPOINTING A NEW NYSEG REPRESENTATIVE TO
THE VOTING MEMBERSHIP OF THE SULLIVAN COUNTY ELECTRICAL
LICENSING BOARD**

WHEREAS, on January 22, 2015, the Legislature adopted Resolution 23-15 appointing members to the Sullivan County Electrical Licensing Board, and

WHEREAS, an email was received from Ms. Cindy Waasdorp(NYSEG Representative) indicating she could no longer serve as she travels from Rochester, New York.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to §103-3 of the Sullivan County Code, the following person is appointed to the Sullivan County Board of Electrical Licensing replacing Cindy Waasdorp and No. 347-14 will be modified to include his Term Expiration which are now set next to his name:

Voting Member Appointees

NYSEG Representative Mark Otto
(Replacing Cindy Waasdorp)

Term Expires

December 31, 2017

**RESOLUTION NO. INTRODUCED BY THE EXECUTIVE COMMITTEE TO
ACCEPT NYSDOT AVIATION CAPITAL AGREEMENT FOR THE DESIGN OF THE
TRANSIENT AIRCRAFT PARKING APRON EXTENSION AT THE SULLIVAN
COUNTY INTERNATIONAL AIRPORT (SCIA).**

WHEREAS, Sullivan County has received grants from the Federal Aviation Administration to pay 90% of the allowable costs incurred in accomplishing the following projects at Sullivan County International Airport:

Transient Aircraft Parking Apron Extension (Design).
FAA AIP Project No. 3-36-0060-XX-2017

WHEREAS, the New York State Department of Transportation is offering a matching grant to the federal grants for 50% of the non-federal share of eligible costs; and

WHEREAS, Sullivan County has committed funds for the local share of project costs. Funding shares for project costs are as follows:

Transient Aircraft Parking Apron Extension (Design)	
Federal	\$ 68,940
State	\$ 3,830
Local	\$ 3,830
Total Project Cost	\$ 76,600

WHEREAS, if Sullivan County and/or the FAA notifies the NYSDOT that Sullivan County has requested and received an increase in federal funding for a project based on increased eligible costs, and has authorized the proportionate increase in local funding, the New York State share noted above shall be increased proportionately up to a maximum increase of 15%.

NOW, THEREFORE, BE IT RESOLVED that Sullivan County enter into an agreement with the State of New York for financial assistance for the project described above at Sullivan County International Airport; and

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

BE IT FURTHER RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary documents in connection with the projects; and

BE IT FURTHER RESOLVED, that should the Aviation Capital Agreement 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.

11

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:

Date: June 15, 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 accept NYSDOT Aviation Capital Agreement for design of the
Transient Aircraft Parking Apron Extension at the SCIA.

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: \$76,600.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): H-03

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

Estimated Cost Breakdown by Source:

County \$3,830.00

Grant(s)

\$ _____

State \$3,830.00

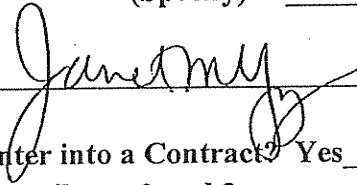
Other

\$ _____

Federal Government \$68,940.00

(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.

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: Assistant Anyson Leurs Date 6/8/17
- B. Management and Budget: Janetmy Date 6/8/17
- C. Law Department: [Signature] Date 6/8/17
- D. County Manager: [Signature] Date 6/12/17
- E. Other as Required: Edna McAll Date 6/8/17

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY THE EXECUTIVE COMMITTEE TO
ACCEPT NYSDOT AVIATION CAPITAL AGREEMENT FOR DESIGN AND
CONSTRUCTION TO REPLACE GUIDANCE SIGNS AND MITL AT THE SULLIVAN
COUNTY INTERNATIONAL AIRPORT (SCIA)**

WHEREAS, Sullivan County has received grants from the Federal Aviation Administration to pay 90% of the allowable costs incurred in accomplishing the following projects at Sullivan County International Airport; and

Replace Guidance Signs and MITL (Design /Construction)
FAA AIP Project No. 3-36-0060-XX-2017

WHEREAS, the New York State Department of Transportation is offering a matching grant to the federal grants for 50% of the non-federal share of eligible costs; and

WHEREAS, Sullivan County has committed funds for the local share of project costs. Funding shares for project costs are as follows:

Replace Guidance Signs and MITL (Design/Construction)	
Federal	\$ 733,351.68
State	\$ 40,741.76
Local	\$ 40,741.76
Total Project Cost	\$ 814,835.20

WHEREAS, if Sullivan County and/or the FAA notifies the NYSDOT that Sullivan County has requested and received an increase in federal funding for a project based on increased eligible costs, and has authorized the proportionate increase in local funding, the New York State share noted above shall be increased proportionately up to a maximum increase of 15%.

NOW, THEREFORE, BE IT RESOLVED that Sullivan County enter into an agreement with the State of New York for financial assistance for the project described above at Sullivan County International Airport; and

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

BE IT FURTHER RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary documents in connection with the projects; and

BE IT FURTHER RESOLVED, that should the Aviation Capital Agreement 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

12

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:

Date: June 15, 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 accept NYSDOT Aviation Capital Agreement for the design and construction to replace Guidance Signs and MITL at the SCIA.

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: \$814,835.20

Are funds already budgeted? Yes No

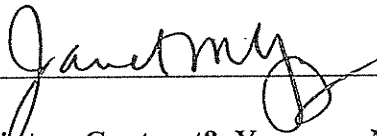
If "Yes" specify appropriation code(s): H-03

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

Estimated Cost Breakdown by Source:

County	<u>\$40,741.76</u>	Grant(s)	\$ _____
State	<u>\$40,741.76</u>	Other	\$ _____
Federal Government	<u>\$733,351.68</u>	(Specify)	_____

Verified by Budget Office: _____



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

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

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. ^{Assistant} Director of Purchasing: Anson Lewis Date 6/8/17
- B. Management and Budget: [Signature] Date 6/9/17
- C. Law Department: [Signature] Date 6/8/17
- D. County Manager: [Signature] Date 6/12/17
- E. Other as Required: Edel mch Date 6/8/17

Vetted in _____ Committee on _____

RESOLUTION _____ INTRODUCED BY THE EXECUTIVE COMMITTEE

RESOLUTION TO AUTHORIZE THE SULLIVAN COUNTY OFFICE FOR THE AGING TO APPLY FOR AND ACCEPT THE NY CONNECTS EXPANSION AND ENHANCEMENT ALLOCATION (*FEDERAL BALANCING INCENTIVE PROGRAM – BIP*) IN THE AMOUNT OF \$259,956.00 FOR THE PERIOD 1/1/17 TO 3/31/18.

WHEREAS, the allocation will allow the SULLIVAN NYCONNECTS Program (“Program”) to meet the requirements of the federal Balancing Incentive Program (*BIP*); and

WHEREAS, there is no matching funds requirement to the allocation; and

WHEREAS, the Sullivan County Office for the Aging as the administrator of the Program will collaborate with the County’s Division of Health & Family Services and with other partnering agencies; and

WHEREAS, implementation of the three (3) required structural changes in the Program will allow SULLIVAN NYCONNECTS to assist individuals of any age or disability who need long term services and support, as well as their caregivers and professionals.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the Director of the Office for the Aging, the County’s authorized representative (*as required by the funding source*) to execute any and all necessary documents to submit the NY Connects Expansion and Enhancement allocation application and to accept the awarding of funds, in such form as the County Attorney’s Office shall approve; and

BE IT FURTHER RESOLVED, that should the BIP allocation 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: Sullivan County Office for the Aging

Re: Request for Consideration of a Resolution:

Date: May 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 apply for and accept an allocation from NYS OFA for the BIP/NY Connects Expansion and Enhancement 1/1/2017 through 3/31/2018 program

Is subject of Resolution mandated? Explain:

Yes, authorized under section 10202 of the patient Protection and Affordable Care Act of 2010 (ACA)

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 259,956.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): Salary & Benefits for NY Connects Coordinator

If "No", specify proposed source of funds: BIP/NY Connects Expansion and Enhancement

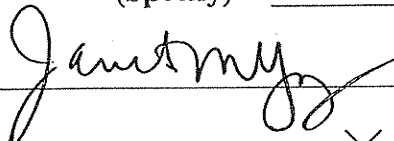
Estimated Cost Breakdown by Source: 1/1/17-3/31/18 program

County \$ 0.00 Grant(s) \$ _____

State \$ 0.00 Other \$ _____

Federal Government \$ 259,956.00 (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.

13A

Request for Authority to Enter into Contract with [To be Determined] of
[_____]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 01/01/2017 To 03/31/2018

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 08/01/2015 To 12/31/2016

Amount authorized by prior contract(s): 269,315.00

Resolutions authorizing prior contracts (Resolution #s): 259-15

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 Sullivan County Office for the Aging does not have resources in-house to meet all the requirements of the program.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$5,000.00

Efforts made to find Less Costly alternative:

We reimburse Community Services for 50% of the cost of both salary & benefits of an employee who works for both program services.

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

Please see prior note

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

Person(s) responsible for monitoring contract (Title): Deborah Allen, Director

Pre-Legislative Approvals:

- Assistant*
A. Director of Purchasing: *Augustin Lewis* Date *6/6/17*
B. Management and Budget: *Janet My* Date *6/9/17*
C. Law Department: *[Signature]* Date *6/8/17*
D. County Manager: *[Signature]* Date *6/12/17*
E. Other as Required: *[Signature]* Date *6/5/17*

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY THE EXECUTIVE COMMITTEE TO
AUTHORIZE THE ACCEPTANCE OF THE LABOR SHED AND LARGE SCALE
ECONOMIC DEVELOPMENT IMPACT STUDY**

WHEREAS, under Resolution #193-15 the Sullivan County Legislature authorized the County Manager to execute any and all necessary documents to submit an application under the USDA/Rural Development RBDG Program for funding, to accept the award, and enter into an award agreement to conduct a labor shed and large scale economic development impact study, with the Center for Workforce Development administering the funds under the grant program, and

WHEREAS, under RFP 15-41 and Resolution #17-16 adopted by the Sullivan County Legislature on January 28, 2016 an Agreement was entered as of February 1, 2016 between the County of Sullivan and Capacity Business Consulting, and

WHEREAS, the grant award ending date is June 30, 2017 and the final report has been submitted to the County Legislature for formal acceptance, and

NOW, THEREFORE, BE IT RESOLVED, the Sullivan County Legislature hereby formally accepts the Labor Shed Study and the County Manager is hereby authorized to sign the final report as required by the funding source award agreement. Said report and letter to be in a form approved by the County Attorney.

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

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: Acceptance of Labor Shed Study

Date: June 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.]

The United States Department of Agriculture Rural Development (USDA) requires the County Legislature to approve the final report for the grant award ending on June 30, 2017. The report "Labor Shed and Large Scale Economic Impact Study" was completed by Capacity Business Consulting.

Is subject of Resolution mandated? Explain:

USDA grant mandates County Legislature approval of final report.

Does Resolution require expenditure of funds? Yes No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 8,400.00

Are funds already budgeted? Yes No

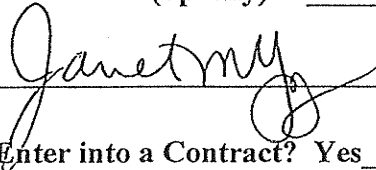
If "Yes" specify appropriation code(s): A-6293-R4789-R167-Federal Aid-Departmental Aid

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>8,400.00</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.

14A

Request for Authority to Enter into Contract with _____ of _____

Nature of Other Party to Contract: .

Other:

Duration of Contract: From 09/01/2015 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): 93,576.00

Resolutions authorizing prior contracts (Resolution #s): #193-15 & #17-16

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:

United States Department of Agriculture Rural Development (USDA)

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): \$93,576. (subject to local match of \$118,889)

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 #15-41

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

Pre-Legislative Approvals:

- A. Director of Purchasing: ^{Assistant} Amyson Lewis Date 6/9/17
- B. Management and Budget: Janet Myer Date 6/9/17
- C. Law Department: [Signature] Date 6/12/17
- D. County Manager: [Signature] Date 6/12/17
- E. Other as Required: Laura Quigg Date 6/12/17

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY THE EXECUTIVE COMMITTEE TO
AUTHORIZE AN AGREEMENT WITH THE WORKFORCE DEVELOPMENT BOARD OF
SULLIVAN INC FOR THE PROVISION OF ONE STOP OPERATOR SERVICES UNDER
THE WORKFORCE INNOVATION AND OPPORTUNITY ACT.**

WHEREAS, the Workforce Investment and Opportunity Act ("WIOA") requires a One Stop Operator to coordinate the delivery of services by the required One Stop system partners and service providers, and

WHEREAS, the WIOA Section 121(d)(2)(a) requires that the One Stop Operator be selected through a competitive process, and

WHEREAS, Purchasing and Central Services issued a Request for Proposal, RFP #17-07, and there were no respondents, and

WHEREAS, the Workforce Development Board and the County agree that the functions of the One Stop Operator will be performed by the Center for Workforce Development at an amount not to exceed \$3,000, and

WHEREAS, the agreement will be effective from July 1, 2017 through June 30, 2018 with the option of annual renewals through June 30, 2021.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is hereby authorized to enter into an agreement with the Workforce Development Board as described above. Said agreement to be in 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 Center for Workforce Development

Re: Request for Consideration of a Resolution: One Stop Operator Agreement

Date: June 7, 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 approve the County Manager to enter into an agreement to have the Center for Workforce Development perform the functions of the federal WIOA required One Stop Operator. The Operator will convene partners quarterly to monitor service delivery across system and provides report to the Workforce Development Board (WDB). The functions will be incorporated into the work of existing staff who currently perform other duties.

Is subject of Resolution mandated? Explain:

Yes under the Workforce Investment and Opportunity Act (WIOA) Section 121(d)(2)(A)

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 3,000.00

Are funds already budgeted? Yes No

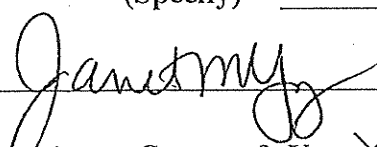
If "Yes" specify appropriation code(s): 10-1011

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

Estimated Cost Breakdown by Source:

County	\$ <u>3,000.00</u>	Grant(s)	\$ <u>0.00</u>
State	\$ <u>0.00</u>	Other	\$ <u>0.00</u>
Federal Government	\$ <u>0.00</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.

15A

Request for Authority to Enter into Contract with [WDB] of
[Monticello NY 12701]

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

Duration of Contract: From 07/01/2017 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:

3 additional annual renewals

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:

Workforce Investment & Opportunity Act Section 121(d)(2)(A). It will have an Operator in place as required by law.

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.]:

N/A

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 3,000

Efforts made to find Less Costly alternative:

N/A

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

RFP was issued. There were no respondents.

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

RFP #17-07

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

15b

Pre-Legislative Approvals:

- Assistant
- A. Director of Purchasing: Amyson Lowry Date 6/9/17
- B. Management and Budget: Janet My Date 6/9/17
- C. Law Department: [Signature] Date 6/12/17
- D. County Manager: [Signature] Date 6/12/17
- E. Other as Required: Laura Pungf Date 6/12/17

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY THE EXECUTIVE COMMITTEE
TO AUTHORIZE A MODIFICATION AGREEMENT BETWEEN THE COUNTY
OF SULLIVAN AND SULLIVAN COUNTY BOCES 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, Purchasing and Central Services issued a Request for Proposal, RFP #16-09 and Sullivan County BOCES submitted the successful proposal to provide Occupational Skills Training, Tutoring and Study Skills Training, and Basic Skills Upgrade and High School Equivalency training to WIOA enrolled youth, and

WHEREAS, Sullivan County BOCES has been providing these services pursuant to an Agreement dated May 1, 2016 authorized by Resolution #238-16 ("Original Agreement"). The Original Agreement is for a total amount not to exceed \$50,000 and is set to expire on June 30, 2017, and

WHEREAS, the Center for Workforce Development has reviewed and determined that it is to the best interest of the County to extend this Contract to allow for additional training with an extension of the original agreement through June 30, 2018 with the total amount still not to exceed \$50,000.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is hereby authorized to execute an extension agreement with Sullivan County BOCES as described above. Said agreement to be in form 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

16

**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 Sullivan County BOCES

Date: June 9, 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.]

Extend Contract with Sullivan County BOCES under the Workforce Innovation and Opportunity Act (WIOA) youth funds through June 30, 2018. SC BOCES provides education and training services to enrolled youth.

Is subject of Resolution mandated? Explain:

Yes. Under WIOA youth services must be competitively procured.

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 ___

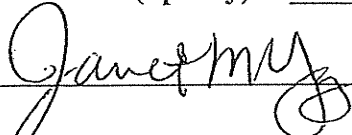
If "Yes" specify appropriation code(s): _____

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

Estimated Cost Breakdown by Source:

County	\$0.00	Grant(s)	\$0.00
State	\$0.00	Other	\$0.00
Federal Government	\$0.00	(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.

16A

Request for Authority to Enter into Contract with [Sullivan County BOCES] of
16 Wierk Avenue, Liberty, NY 12754]

Nature of Other Party to Contract: Professional 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): 50,000.00

Resolutions authorizing prior contracts (Resolution #s): #238-16

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): \$50,000.00 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

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Amson Leurs Date 6/9/17
- B. Management and Budget: Jenny Date 6/9/17
- C. Law Department: [Signature] Date 6/12/17
- D. County Manager: [Signature] Date 6/12/17
- E. Other as Required: Laura Pugh Date 6/12/17

Vetted in _____ Committee on _____

#6C

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO CONVEY PROPERTY ACQUIRED BY THE COUNTY OF SULLIVAN BY VIRTUE OF THE IN REM TAX FORECLOSURE PROCEEDING FOR THE 2015 LIEN YEAR IN THE TOWN OF LIBERTY KNOWN AS LI46.-1-40.2

WHEREAS, property located in the Town of Liberty designated on the Sullivan County Real Property Tax Map as Liberty 46.-1-40.2, being 30.00 x 125.20 +/- feet, located on State Route 55 is owned by the County of Sullivan by virtue of an Article 11 foreclosure for 2015 taxes; and

WHEREAS, The Town of Liberty has offered to purchase said property for the amount of delinquent taxes owed to the county and

WHEREAS, it is in the best interest of the County of Sullivan to sell this parcel to Town of Liberty for the amount of delinquent taxes owed to the county this piece of property will be beneficial to the community and the town and

WHEREAS, the purchaser will also be responsible for the recording fees, 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 Town of Liberty upon payment of amount of delinquent taxes owed to the County, plus fees for the County Clerk, 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 _____, 2017.

RESOLUTION NO. _____ INTRODUCED BY THE EXECUTIVE COMMITTEE TO INCLUDE PAST SERVICE PERFORMED BY CERTAIN COUNTY EMPLOYEES AS ACTING DEPARTMENT HEADS TO QUALIFY FOR A SALARY INCREASE.

WHEREAS, Resolution No. 193-07 adopted by the Sullivan County Legislature (“Legislature”) on April 26, 2007, enacted a policy to authorize a compensation increase for designated department head deputies who, upon a vacancy in the office, perform the duties of a department head for more than ninety (90) consecutive days, and

WHEREAS, the policy provides for a deputy department head to be paid the budgeted salary of the department head and for the compensation to be retroactive to day one of performing such services, and

WHEREAS, Resolution No. 242-17 adopted by the Legislature on May 18, 2017, expanded the above-mentioned policy to include all managerial officers, officials or employees (hereafter, “Managerial Officer”) regardless of the title or position they hold, and

WHEREAS, there are times when a Managerial Officer has been asked to step into the position of a vacant department head for periods of time that never reach the consecutive ninety (90) day threshold, and the Legislature now seeks to expand the opportunities to qualify for additional compensation.

NOW THEREFORE BE IT RESOLVED, the policies previously adopted by the Legislature by resolutions 193-07 and 242-17 are further amended as follows:

1. Separate from the qualifications set forth in the prior resolutions, there are times when the ninety (90) day requirement for a Managerial Officer to perform the duties of a department head may be met by an accumulation of said ninety (90) days over the four (4) year period prior to the then current request to act.
2. The accumulation of said ninety (90) days shall be confirmed by the County Manager and the Human Resources Director/Personnel Officer.
3. Notwithstanding the retroactive accumulation of time for purposes of qualification, the increase in compensation to the Managerial Officer who qualifies under the terms of this Resolution shall not be retroactive to any period of time after which the Managerial Officer qualified, but shall be effective on the first day the Managerial Officer acts as a department head pursuant to a then-current request.
4. The remaining terms and conditions in the policy adopted by the Legislature on April 26, 2007 and amended on May 18, 2017 shall remain in full force and effect.
5. This amendment to the policy shall take effect immediately.

Moved _____

18

