



EXECUTIVE COMMITTEE
October 19, 2017 at 11:30AM

- I. HUMAN RIGHTS MONTHLY REPORT – Ari Mir-Pontier**
- II. COUNTY MANAGER’S MONTHLY REPORT - Josh Potosek**
- III. PRESENTATION – 2018 Tentative Budget**
- IV. RESOLUTIONS:**
 1. Set public hearing for 11/16/17 at 1 :30PM Lease of County Owned Property for a specific project for a term not to exceed forty (40) years
 2. Set a public hearing for 11/16/17 at 1 :50PM for a proposed lease with Jane Axamethy for the Bake House at the Sullivan County International Airport
 3. Issue a Negative Declaration pursuant to the NYS Environmental Quality Review Act with respect to the Jail Project
 4. Authorize the County Manager to extend the Ancillary Lease Agreement with the NYS Department of Labor
 5. Rescind Resolution No. 183-08 due to Sullivan County withdrawing its application to the NYSDEC for the Phase II Landfill permit
 6. Make a modification of salary and hourly wages county wide to full time positions for the purposes of attraction and retention
 7. Appoint Julio Garaicoechea to the Sullivan County Revolving Loan Fund (RLF) Advisory Board
 8. Authorize contract with the Local Initiatives Support Corporation (LISC) and the Sullivan County Land Bank Corporation (SCLBC)
- V. PUBLIC COMMENT**

County Manager's Monthly Report 10-19-17

County Manager's Activities

- Met with commissioners and department heads to discuss current issues, initiatives and concerns
- Monitored, discussed and visited site of ongoing construction of County Jail
- Attended and appeared in promotional video for Partnership's Annual Dinner
- Discussed various initiatives and issues with Deputy County Manager
- With Deputy Manager, attended negotiations with Teamsters and PBA
- Focused on preparing 2018 Tentative County Budget, with numerous staff meetings
- Attended Hope Farm ribboncutting at SUNY Sullivan in support of effort
- Continued working with Sullivan County Visitors Association, Division of Public Works and Legislature on siting a new visitors' center
- Attended and spoke at Senator Schumer press conference on toxic algae blooms
- Met with Mamakating Town Supervisor on variety of topics
- Attended monthly Sullivan County Chamber of Commerce meeting
- Attended Public Health Services' Opioid Solutions Conference at Bethel Woods
- Held meetings with committee chairs and department heads to discuss monthly agendas
- Attended monthly Legislative Committee and Full Board meetings

Deputy County Manager's Activities

- Continuing to conduct Leadership Training Seminars every Wednesday, featuring 10-12 employees per seminar, close to 100 attendees thus far
- Led tours of the Sullivan County Airport with potential development partners
- Toured Emergency Training Center and made recommendations for improvements
- Coordinated and attended Senator Schumer's press conference on toxic algae blooms
- Deeply involved in preparation of 2018 Tentative County Budget
- Attended and appeared in promotional video for Partnership's Annual Dinner
- Conducted successful EMS Roundtable, which brought together various first aid responders and the agencies which can assist them, so as to create a collaborative structure
- Finalizing easement for new jail's water infrastructure
- Participated in employee introductions at all orientations
- Worked with Congressman Faso to obtain support letter for Postal Service dropbox donations for American flag retirements

Director of Communications' Activities

- Maintained and regularly posted to Facebook, Twitter, Instagram, LinkedIn and YouTube channels

CMI

- Continued to increase Facebook activity, posting press releases, alerts, photos and videos 2-6 times a day:
 - Main SC Gov't. Facebook page now past 1,300 fans, while reaching a record 32,000 users over the course of the past month
 - Public Health Services page is above 200 fans, while reaching 8,473 users over the course of the past month
 - Now helping manage 911 and Fort Delaware pages
- Published more videos on both Facebook and YouTube, which tend to get the highest engagement and views from users
- Wrote/edited/posted 16 press releases, some with accompanying photos and imagery
- Redesigning Transportation Brochure with Director Ruthann Hayden
- Aiding preparation of 2018 Tentative County Budget
- Attended and helped market Opioid Solutions Conference at Bethel Woods
- Attended and helped market the Veterans Service Agency Annual Stand Down
- Publicized arrival of new Adult Care Center administrator
- Trained in maintenance of WIC Strong site through NYS
- Helping develop O&W Rail Trail site on Weebly in collaboration with Planning
- Planning a radio tower project ribboncutting in the spring
- Participated in WJFF program with Luis Alvarez regarding Charter Review public info sessions
- Attended and photographed Sullivan County Volunteer Firefighters Association Parade
- Continued participation in Employee Wellness Steering Committee
- Wrote and edited letters and other documents for various County officials
- Close to completing update to social media policy in concert with County Attorney's Office, with particular attention on chain of accountability and oversight
- Designed, wrote, photographed and published County Manager's Newsletter, which is now being distributed to SCVA and Partnership members as well
- Obtaining quotes for new logo for Adult Care Center's renaming; planning a reveal ceremony later this year
- Preparing a dedication ceremony for newly renamed Gladys Olmsted Public Health Services Building
- Successfully executed third "Citizen of the Month" presentation at full Legislature meeting, including recognition, certificate printing, interviewing, scripting, writing/distributing press release, and requisite photography
- Coordinated highly successful tour of casino/Veria; another one coming
- Trained on submitting resolutions and reports in new agenda system

CM 2

RESOLUTION NO. ____ INTRODUCED BY THE EXECUTIVE COMMITTEE TO SET A PUBLIC HEARING FOR A PROPOSED LOCAL LAW ENTITLED "AUTHORIZING THE COUNTY OF SULLIVAN, NOTWITHSTANDING SECTION 215 OF THE COUNTY LAW, TO ENTER INTO A LEASE OF COUNTY OWNED REAL PROPERTY FOR A SPECIFIC PROJECT FOR A TERM NOT TO EXCEED FORTY (40) YEARS"

WHEREAS, there has been introduced at a meeting of the Sullivan County Legislature held on October 19, 2017, a proposed Local Law entitled "AUTHORIZING THE COUNTY OF SULLIVAN, NOTWITHSTANDING SECTION 215 OF THE COUNTY LAW, TO ENTER INTO A LEASE OF COUNTY OWNED REAL PROPERTY FOR A SPECIFIC PROJECT FOR A TERM NOT TO EXCEED FORTY (40) YEARS."

NOW, THEREFORE, BE IT RESOLVED, that a public hearing be held on said proposed local law by the Sullivan County Legislature on November 16, 2017 at 1:30PM, 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 October 19, 2017, a proposed Local Law entitled "AUTHORIZING THE COUNTY OF SULLIVAN, NOTWITHSTANDING SECTION 215 OF THE COUNTY LAW, TO ENTER INTO A LEASE OF COUNTY OWNED REAL PROPERTY FOR A SPECIFIC PROJECT FOR A TERM NOT TO EXCEED FORTY (40) YEARS."

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 November 16, 2017 at 1:30PM at which time all persons interested will be heard.

DATED: Monticello, New York
October 19, 2017

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

1A

RESOLUTION NO.: ____ INTRODUCED BY THE EXECUTIVE COMMITTEE TO SET A PUBLIC HEARING FOR A PROPOSED LEASE WITH JANE AXAMETHY FOR THE BAKE HOUSE AT THE SULLIVAN COUNTY INTERNATIONAL AIRPORT

WHEREAS, there has been introduced at a meeting of the Sullivan County Legislature held on October 19, 2017 a proposal to extend the current lease of Jane Axamethy dba The Bake House at the Sullivan County International Airport for four additional years.

NOW, THEREFORE, BE IT RESOLVED, that a public hearing be held on said proposed extension by the Sullivan County Legislature on **November 16, 2017** at **1:50 PM**, in the Legislative Chambers, County Government Center, Monticello, New York, and at least ten (10) 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.

COUNTY OF SULLIVAN

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Legislature of the County of Sullivan will conduct a public hearing on the aforesaid on proposed extension of the current lease of Jane Axaemethy dba The Bake House at the Sullivan County International Airport for four additional years at the Legislature's Hearing Room, County Government Center, Monticello, New York, 12701, on November 16, 2017 at 1:50 PM at which time all persons interested will be heard.

DATED: October 19, 2017

ANNMARIE MARTIN

Clerk of the Legislature

County of Sullivan, New York

2A

RESOLUTION NO. ____ INTRODUCED BY THE EXECUTIVE COMMITTEE TO ISSUE A NEGATIVE DECLARATION PURSUANT TO THE NEW YORK STATE ENVIRONMENTAL QUALITY REVIEW ACT WITH RESPECT TO THE JAIL PROJECT OFFSITE UTILITY WORK AND EASEMENTS AND TO AUTHORIZE THE COUNTY ATTORNEY TO UNDERTAKE ANY ACTION NECESSARY TO OBTAIN THE EASEMENT AND TO AUTHORIZE THE COUNTY MANAGER AND THE CHAIRMAN TO EXECUTE ANY DOCUMENTS NECESSARY TO OBTAIN THE EASEMENT AND COMPLETE THE OFFSITE UTILITY WORK

WHEREAS, the County of Sullivan (“County”) is in the process of developing a new County Jail and related facilities (the “Jail Property”), approximately 40 acres in size which consists of land in the Town of Thompson, New York and land located within the Village of Monticello, New York, (“Village”) and

WHEREAS, the County and Village have entered into Inter-Municipal Agreements related to the water and sewer services for the Jail Property, and

WHEREAS, the County and Village have determined in order to provide maximize utilities services, the County will need to obtain an easement over property owned by PF Jefferson Holdings, LLC, the owner of Village Tax Map Number 109.-1-14, (“PF Jefferson”) and

WHEREAS, pursuant to Resolution No. 309-09 the Sullivan County Legislature designated the County as lead agency for the environmental review of the Jail Property pursuant to the State Environmental Quality Review Act and hereby designates itself lead agency for purposes of review of the offsite utility work anticipated for the Jail project; and

WHEREAS, the County hired LaBella Associates, D.P.C., and they have now completed an environmental assessment of the PF Jefferson property and surrounding area and concluded the utility work to be performed will not have a significant adverse impact on the environment and recommends the County Legislature issue a Negative Declaration for the offsite utility work anticipated to be performed to complete the Jail project.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Sullivan County Legislature, as lead agency, accepts the environmental assessment and report from LaBella Associates, D.P.C dated October 6, 2017.
2. The Sullivan County Legislature hereby determines based on the environmental assessment and report that the utility work anticipated to be performed will not have a significant adverse impact on the environment.
3. The Sullivan County Legislature hereby issues a Negative Declaration pursuant to the provisions of the State Environmental Quality Review Act with respect to the PF Jefferson and other property necessary for completion of the offsite utility work.

4. The County Attorney is authorized to undertake any action necessary to obtain the easement and the Chairman of the Sullivan County Legislature is authorized to execute any documents necessary to obtain an easement over property owned by PF Jefferson.

5. Any consideration, costs or fees associated with necessary easement agreements shall be paid by the County as approved by the County Attorney.

6. The Chairman and the County Manager, as appropriate, are authorized to execute any other documents necessary to complete the offsite utility work for the Jail project.

Moved _____

Seconded _____

Adopted _____

3A

MEMORANDUM

TO: Joshua Potosek, Sullivan County Manager

FROM: Kathy Spencer, CEP, Principal Environmental Analyst

DATE: October 6, 2017

SUBJECT: 2017 SEQR Amended Negative Declaration – Offsite Utilities, Sullivan County Jail

It is LaBella's understanding that some minor changes have occurred to areas potentially affected by off-site utility installations associated with the Sullivan County Jail project. Specifically, a segment of the watermain alignment has been re-routed, some valve and pump station changes are needed, and sanitary sewer improvements are now proposed. The purpose of this memo is to provide you with the results of the environmental review of these changes and the areas potentially impacted by them, which LaBella has conducted in accordance with the State Environmental Quality Review Act (SEQRA).

Our review has concluded that the changes to the public water and sanitary sewer systems will not result in significant adverse impacts to the environment. The County may use the information contained in this Memo to support this finding and to amend its most recent Negative Declaration for the Sullivan County Jail Project.

Background

An Environmental Assessment Form (EAF) was originally prepared for the construction of the Sullivan County Jail Project in 2008, in accordance with SEQRA. The County Legislature declared itself to be Lead Agency and issued a Negative Declaration for the project on September 9, 2010. The County subsequently amended the Negative Declaration on July 21, 2016 in order to re-analyze those environmental resources potentially affected by the passage of time, to meet changing standards or concerns identified in recent years by agencies with review responsibilities, and to update and confirm the SEQRA findings (i.e Negative Declaration). The only material changes to the project since the 2016 Amendment are the previously mentioned updates to the plans for off-site water and sewer utilities.

Construction of the jail facility has begun on the selected parcel north of NYS Route 17. All areas affected by the changes and improvements to the off-site utilities are located south of NYS Route 17 as described below and shown on the attached USGS location Map.

Off-Site Utility Improvement Plan Updates

Engineering plans for the project's off-site utility improvements have been updated to ensure the reliability of water services to the jail site and to minimize any potential impact on the Village of Monticello public water and sewer systems. All of the areas affected by the proposed improvements are located in the Village of Monticello.

The route of the watermain as originally envisioned in the 2008 EAF has been adjusted to better coincide with Village plans. The new routing involves approximately 2,100 linear feet of 12-inch watermain to be installed from the intersection of Jefferson Street and Raceway Road to the Village of Monticello's new water storage tank located on the hill located between Jefferson Street and Broadway Street (see attached USGS location map). The watermain will be installed in the right-of-way along Jefferson Road and in an easement through wooded land on the hillside. Limited vegetation clearing is anticipated along this linear easement, encompassing approximately 0.17 acres (7,400 ft²) in area.

A pumping station and a check valve will also be installed at the intersection of Jefferson Street and the aforementioned easement along the hill. Another easement covering an area of approximately 0.03 acres (1,200 ft²) adjacent to the Jefferson Street is necessary for the pump station installation. Both of the easements will be acquired on the vacant commercial parcel (tax no. 109.-1-14) owned by PF Jefferson Holdings, LLC (see attached Easement Map).

To improve the reliability of the Village of Monticello's public water system, an existing pressure booster pump station near the intersection of Dollard Drive and W Broadway will be removed. Additionally, two PRV vaults will be installed near the intersection of NYS Route 17B and W Broadway.

In collaboration of with the Village of Monticello, Sullivan County also plans to take actions to improve the reliability of the Village's public sewer system. The County will help fund the open-cut replacement of the approximately 230 linear feet of 12-inch sewermain on Fulton Street between York Avenue and Pelton Street. It will also assist with the trenchless rehabilitation of limited portions of sewermain, as well as replacement of several manholes along Jefferson Street. Moreover, there is a possibility of a sewer lateral installation for a medical building located at 64 Jefferson Street in order to mitigate an odor problem suspected to originate from the Village's sewer system. While not all of these improvements may come to fruition, they have been included in the current evaluation of potential environmental impacts.

The location of all proposed improvements involving ground disturbance is identified in the attached USGS Location Map. Environmental resources to be potentially impacted from the proposed utility improvements are discussed below.

Existing Conditions and Setting

The area potentially affected by off-site utility improvements can be described as relatively small, scattered sites located within a developed area of the Village of Monticello. With the exception of the hillside containing the Village's new water storage tank, the sites are located along highway/road

rights-of-ways and within or adjacent to buildings and parking areas. No significant or unique natural resources are present at these sites. The hillside where new watermain will be installed to connect to the water tank is lightly wooded with mainly deciduous trees. No wetlands or streams or other significant habitat is present at any of the sites. Installation of utility lines and improvements will involve relatively minor spot or linear excavations typical of utility installations throughout the County. Most of the improvements will be installed below ground, and the ground surface will be restored and re-seeded immediately following construction. No significant grading is planned, and standard sediment and erosion control practices will be implemented.

Impact on Plants and Animals

The project remains in compliance with the State and Federal Endangered Species Acts. No significant impacts to endangered or threatened species are anticipated due to the continued lack of their presence in the project area, as described in the following paragraphs.

With regard to State-listed species, the scattered locations affected by the proposed new utility improvements are outside of any areas of rare plants and rare animals and significant natural communities, according to the NYSDEC Environmental Resource Mapper (see attached Rare Plants and Animals map). No further coordination with NYSDEC is needed.

With regard to Federally-listed species, the online U.S. Fish & Wildlife Service (USFWS) 7-Step Project Review Process performed on October 5, 2017 indicated two potential species in the project vicinity: the Northern Long-eared Bat (threatened) and the Dwarf Wedge Mussel (endangered). More information about each species and its potential presence in the affected area is presented below.

Northern Long-eared Bat: According to the USFWS species profile, the Northern Long-eared Bat roosts singly or in colonies underneath bark, in cavities, in crevices of both live and dead trees, in cooler places (like caves and mines), and occasionally in structures like barns and sheds. They prefer habitats with constant temperatures, high humidity, and no air currents. Typical measures required to protect bats include restrictions on tree removal and on construction activities near caves/hibernation sites.

The location of possible bat roosting or hibernation sites in New York State is determined for the USFWS by the NY Natural Heritage Program. As previously stated, the project area is located outside of any areas of rare plants and rare animals and significant natural communities according to the NYSDEC Environmental Resource Mapper (see attached Rare Plants and Animals map). This indicates that the NY Natural Heritage Program does not know of any hibernaculum or roosting trees within the vicinity of the project area. As a result, tree removal will not occur within 0.25 miles of a known hibernaculum nor will it occur within a 150-foot radius of a known occupied maternity roost tree, and the project complies with the NLEB 4(d) rule. No significant impact to the Northern Long-eared Bat is therefore anticipated as a result of this project.

Dwarf Wedge Mussel: According to the NYSDEC Fact Sheet and NatureServe Explorer, this small freshwater mussel typically inhabits the bottom sediments of creeks and rivers of all sizes. Adult freshwater mussels are largely sedentary but may be displaced during flood episodes.

Given the project area is not located in or near a running body of water, the project is unlikely to disturb the Dwarf Wedge Mussel. This finding is further confirmed by the fact that NYSDEC indicates the project area is located outside of any areas of rare plants and rare animals and significant natural communities on the NYSDEC Environmental Resource Mapper.

Impact on Land

The proposed utility improvements will result in excavation for the installation of watermain, a pump station, and PRV vaults, as well as the replacement of sewermain. Assuming the construction will disturb an area approximately 20 feet in width along the linear utilities to be installed, approximately 1.5 acres in total will be affected. Disturbed areas will be restored to their original condition, and no significant impacts on the surrounding land will occur. The Sullivan County in coordination with the Village of Monticello will require the contractor to implement erosion control measures as outlined in the "New York Standards and Specifications for Erosion and Sediment Controls" to minimize the impact of the excavation and backfill activities and to avoid sedimentation.

Impact on Traffic

During construction, the proposed utility improvements will have minor impacts on the rights-of-way along portions of Jefferson Street and Fulton Street in the Village of Monticello. While temporary inconveniences may occur to travelers on these roadways during construction, no significant impacts have been identified. Construction signage and other measures will be implemented to direct traffic around the work area during watermain installation and sewermain rehabilitation. No long-term impacts will occur once installation is complete.

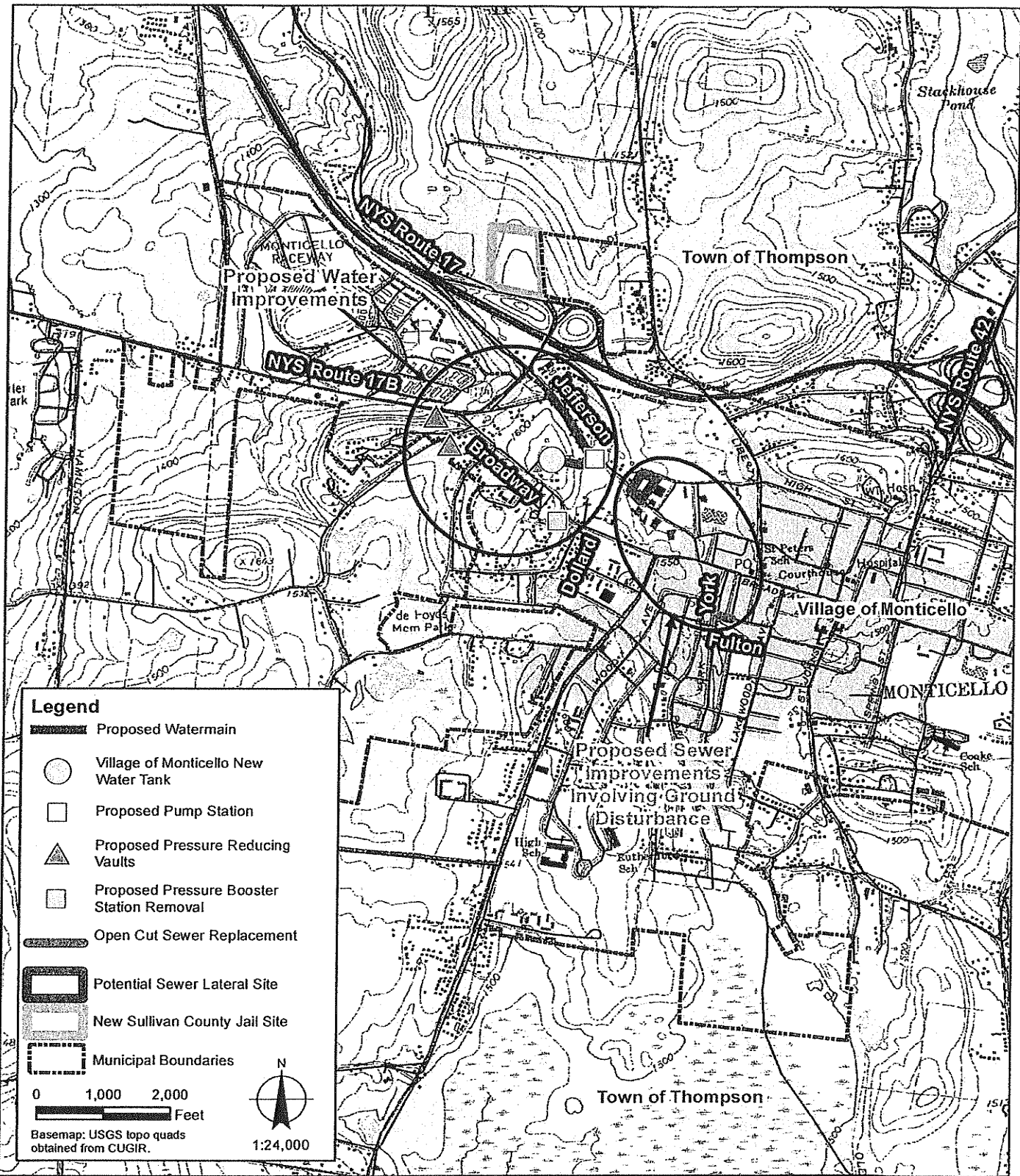
Impact on Noise, Odor, and Light

Minor increases in noise may occur during the construction period; however, any impacts on ambient noise levels will be temporary in nature and will only occur during reasonable construction hours. The proposed sewer system improvements may result in positive impacts regarding odor by lowering the existing level of odor, if any, in some portions of the Village. No permanent increases in odor relative to the existing levels are expected. The project does not involve lighting, and there will be no impacts on light as a result.

Impact on Historic and Archeological Resources

As a portion of Fulton Street where sewermain is to be replaced is located within an area considered archeologically sensitive, the project site was submitted to the New York State Historic Preservation Office (SHPO) for review. Coordination with SHPO will continue until this agency's concerns have been addressed and a No Effect determination has been received. As such, no significant adverse impacts to historic and archeological resources will occur, and compliance will be achieved with the National and State Historic Preservation Acts.

Path: J:\Sullivan County Jail\206049.01\Planning\2017 Watermain SEQR\Maps & Graphics\MAP.2017.10.6.USGS_2017\Utilities.mxd



Legend

- Proposed Watermain
- Village of Monticello New Water Tank
- Proposed Pump Station
- Proposed Pressure Reducing Vaults
- Proposed Pressure Booster Station Removal
- Open Cut Sewer Replacement
- Potential Sewer Lateral Site
- New Sullivan County Jail Site
- Municipal Boundaries

0 1,000 2,000 Feet

Basemap: USGS topo quads obtained from CUGIR.

1:24,000

PROJECT/DRAWING NUMBER

206049.01

FIGURE 1

DRAWING TITLE

**USGS LOCATION MAP
MONTICELLO QUAD**

ISSUED FOR

REVIEW

DATE: OCTOBER 2017

DRAWN BY: LW

DESIGNED BY: RCN

REVIEWED BY: KS

PROJECT/CLIENT

**2017 UTILITY
IMPROVEMENTS**

SULLIVAN COUNTY JAIL

ABELLA

Associates, D.P.C.

300 STATE STREET
ROCHESTER, NY 14614
P: (585) 454-6110
F: (585) 454-3066

www.abellapc.com
00P10011 2013

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EASEMENT MAP
SULLIVAN COUNTY
ACQUISITION MAP

MAP NO. 1
PARCEL NOS. 1 & 2
SHEET 1 OF 3 SHEETS

SULLIVAN COUNTY JAIL

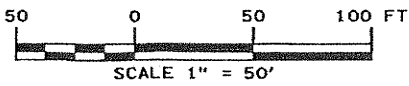
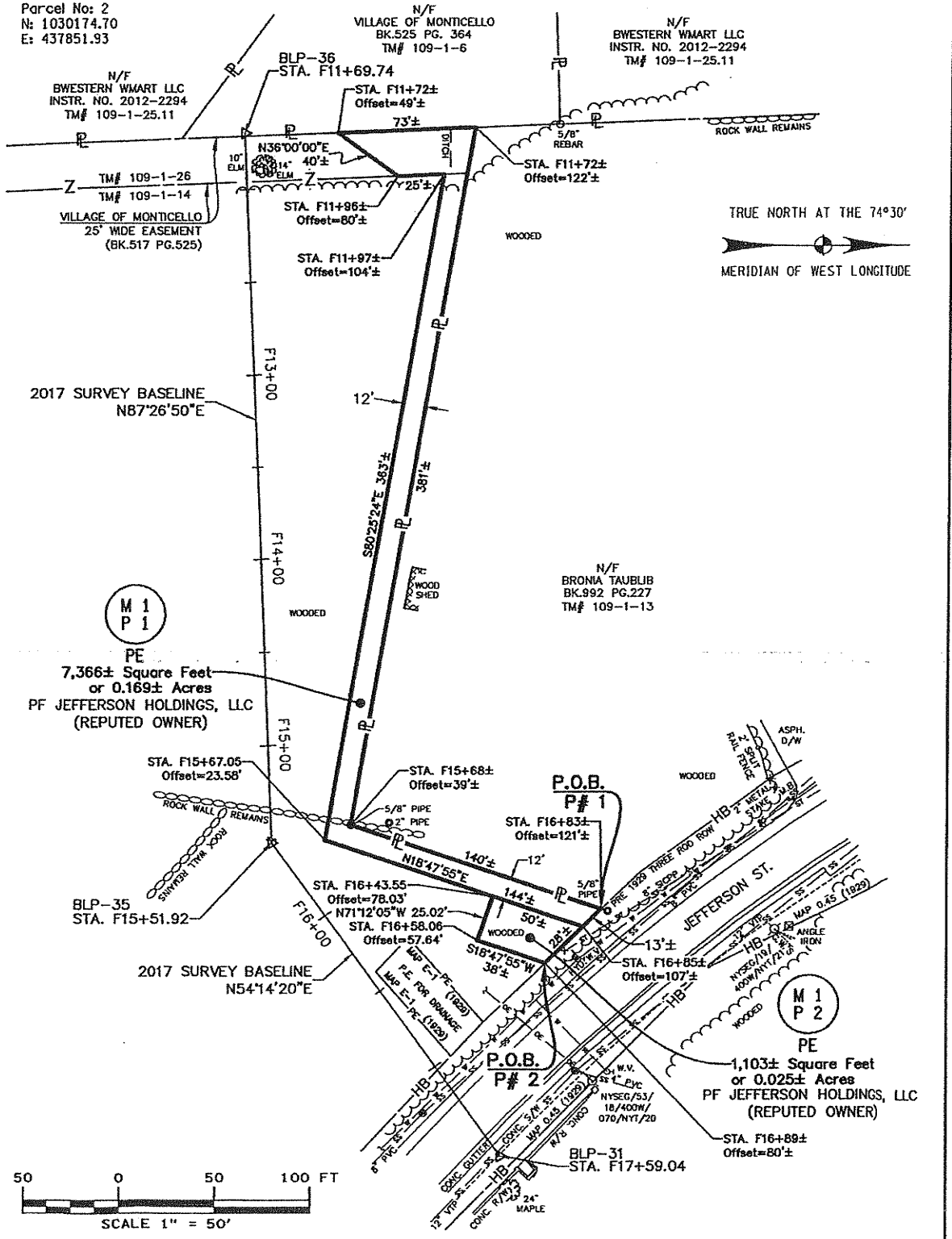
MAP REFERENCE INFORMATION:

PF JEFFERSON HOLDINGS, LLC
(REPUTED OWNER)
CCD INSTR. NO. 2013-6080

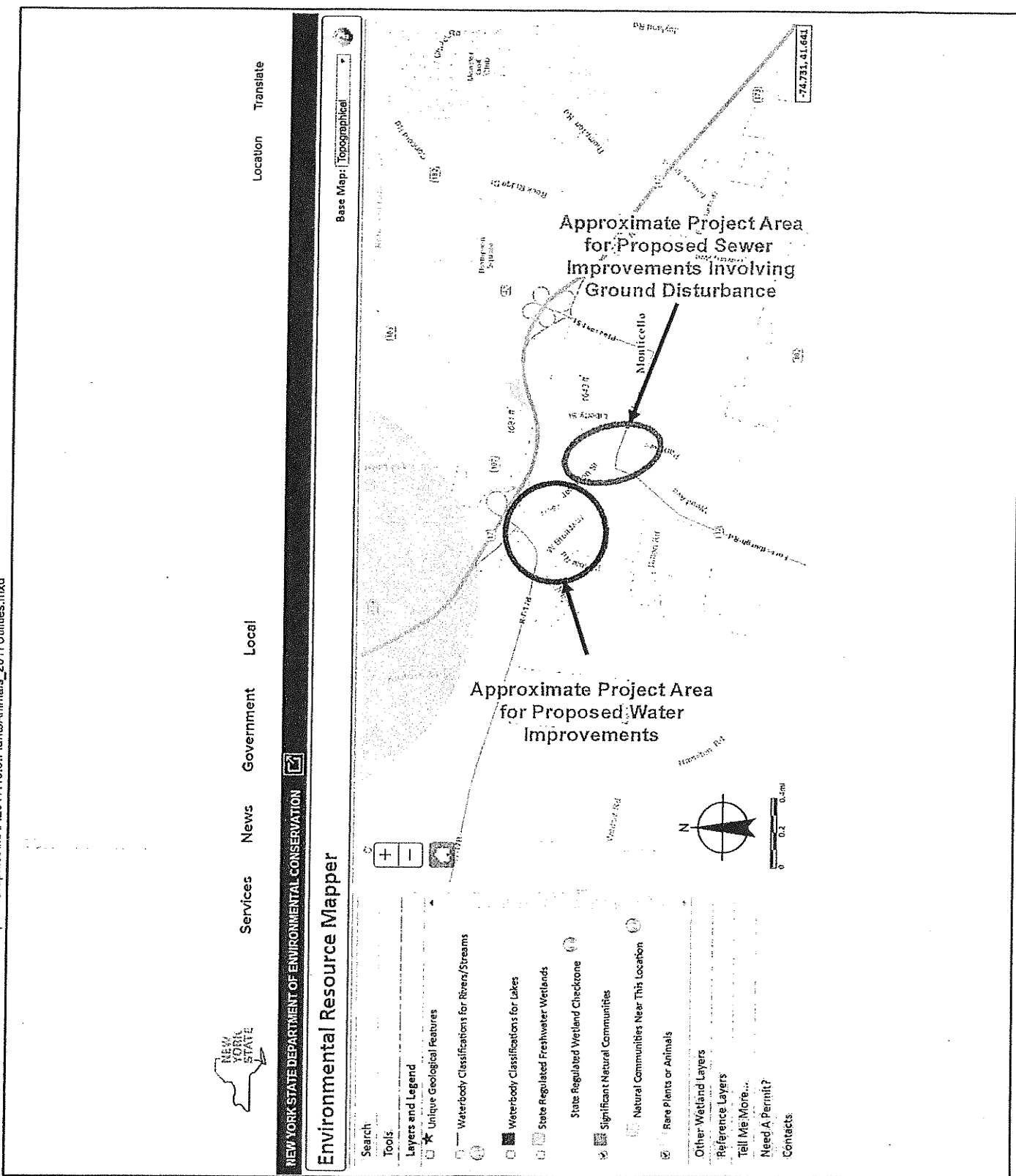
PARCEL SUMMARY:
Type: PERMANENT EASEMENT
Portion of 2017 Tax
Map Ref. Nos. 109-1-14
& 109-1-26
Village of Monticello
County of Sullivan
State of New York

Parcel Locator Points:

Parcel No: 1
N: 1030204.48
E: 437822.96
Parcel No: 2
N: 1030174.70
E: 437851.93



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PROJECT/DRAWING NUMBER

206049.01

FIGURE 8

DRAWING TITLE

PLANTS & ANIMALS MAP

ISSUED FOR

REVIEW

DESIGNED BY: RCN

DRAWN BY: LW

DATE: OCTOBER 2017

REVIEWED BY: KS

PROJECT CLIENT

2017 UTILITY IMPROVEMENTS

SULLIVAN COUNTY JAIL

ABELLA

Associates, D.P.C.

300 STATE STREET
ROCHESTER, NY 14614
P: (585) 454-6110
F: (585) 454-3066

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3h

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

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

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

WHEREAS, the current lease agreement #A2016-016 covers the period July 1, 2016 through June 30, 2017, which was approved under Resolution #124-17, and

WHEREAS, the above lease has expired but the contract allows for an extension permissible under paragraph #3 which permits the contract to be renewed for up to three additional one year periods with the written approval of both parties, and

WHEREAS, by letter dated September 11, 2017, the Department of Labor approved an additional one year renewal for a term to commence July 1, 2017 terminating on June 30, 2018, for the same annual cost of \$57,726.55.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is hereby authorized to approve and sign the additional one year extension for the term commencing on July 1, 2017 through June 30, 2018.

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: EXTENSION OF LEASE AGREEMENT

Date: October 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 allow the County Manager to extend and sign a one year renewal lease agreement with the NYS Department of Labor for rental space at the One Stop Center. This resolution covers the renewal lease period commencing 7/1/17 and terminating 6/30/18. According to Federal regulations, payment for space cannot be made until after the time period has passed.

Is subject of Resolution mandated? Explain:

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

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

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

Are funds already budgeted? Yes No

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

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

Estimated Cost Breakdown by Source:

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

Verified by Budget Office: 

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 [NYS Dept. of Labor] of
[State Office Building Campus, Building 12, Albany, NY 12240]

Nature of Other Party to Contract: .

Other:

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

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): #124-17

Future Renewal Options if any:

Annual Ancillary Agreement-may be renewed for up to three additional one year periods

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

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

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 57,726.55

Efforts made to find Less Costly alternative:

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.)

N/A

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

Pre-Legislative Approvals:

- A. Director of Purchasing: Amyson Sears Date 10/12/17
- B. Management and Budget: Janet Myg Date 10/13/17
- C. Law Department: [Signature] Date 10/12/17
- D. County Manager: [Signature] Date 10/16/17
- E. Other as Required: Aura Perry Date 10/12/17

Vetted in _____ Committee on _____

**RESOLUTION NO. ____ INTRODUCED BY THE EXECUTIVE COMMITTEE TO
RESCIND RESOLUTION NO. 183-08**

WHEREAS, Resolution No. 183-08 adopted by the Sullivan County Legislature on May 15, 2008, authorized the County Manager, Commissioner of the Division of Public Works and the County Attorney to continue to pursue the application for the Phase II Landfill, to continue with the aforesaid adjudicatory hearings and to continue to use qualified experts to the extent they were determined to be reasonably necessary and appropriate, and

WHEREAS, the County of Sullivan has withdrawn its application to the New York State Department of Environmental Conservation for the Phase II Landfill permit.

NOW THEREFORE BE IT RESOLVED, Resolution No. 183-08 is hereby rescinded.

Moved _____
Seconded _____
Adopted _____

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE AUTHORIZING THE COUNTY MANAGER TO MAKE A MODIFICATION OF SALARY AND HOURLY WAGES COUNTY WIDE TO FULLTIME POSITIONS FOR THE PURPOSES OF ATTRACTION AND RETENTION.

WHEREAS, In April of 2016 the State of New York set a new base minimum wage for employees of Fifteen (\$15.00) Dollars per hour and that the new base wages implementation would roll out over a course of four to five years in our region.

WHEREAS, Sullivan County Government has many departments which rely heavily on positions in which full time employees are making less than a competitive wage for starting salaries; and

WHEREAS, most of these entry level positions remain critical to the County's mission of serving the people of the county coupled with the understanding that these positions do require a skill set and commitment to the County in order for the County to succeed in serving the people; and

WHEREAS, various unions groups and non-union groups representing county employees, as well as, employees themselves, have cited the need for the County to address the low base wages, which effect the County's ability to attract and retain employees over time, which also negatively effects growth of institutional knowledge and hinders the ability of the county government to grow from within; and

WHEREAS, The County currently has several contracts with bargaining units in which salary schedules, titles and job classification are referenced, making wage adjustments of a wide scale complicated and cumbersome. The county also realizes that not all of its positions are compensated at a less than competitive rate affecting attraction and retention, unlike those of the entry level positions; and

WHEREAS, The County in response to facing the future of new private competition for staffing, and in response to a very low unemployment rate, the lowest in fifteen (15) years, recognizes it must implement a program over the course the next two years to be competitive, which models the State's base wage program, in order to maintain its staffing levels and the quality of staff needed to serve the public in various position.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature authorizes the County Manager to increase the base wages for all fulltime employees to Fifteen (\$15.00) Dollars per hour and that the County Manger is authorized to do so in incremental steps by the end of 2019.

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

**RESOLUTION NO. INTRODUCED BY THE EXECUTIVE COMMITTEE TO
APPOINT JULIO GARAICOECHEA TO THE SULLIVAN COUNTY REVOLVING
LOAN FUND (RLF) ADVISORY BOARD**

WHEREAS, pursuant to Resolution 142-11, members were appointed to the Sullivan County Revolving Loan Fund (RLF) Advisory Board, for the purpose of reviewing and making recommendations to the County Legislature with respect to County loan funds; and

WHEREAS, due to John Kiefer's resignation, a vacancy exists on the Board and was advertised on the County website under Board Vacancies, as required; and

WHEREAS, a letter of interest was received Julio Garaicoechea and the Advisory Board recommends their appointment.

NOW THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby appoints Julio Garaicoechea to the Sullivan County Revolving Loan Fund Advisory Board.

**Moved by , seconded by , put to a vote, resolution as amended, carried and declared
duly adopted on motion .**

RESOLUTION NO. INTRODUCED BY THE EXECUTIVE COMMITTEE TO EXECUTE ANY AND ALL NECESSARY DOCUMENTS, ACCEPT THE AWARD, AND ENTER INTO A CONTRACT WITH THE LOCAL INITIATIVES SUPPORT CORPORATION (LISC) AND THE SULLIVAN COUNTY LAND BANK CORPORATION (SCLBC)

WHEREAS, according to Resolution 470-16, the Sullivan County Legislature authorized the County to apply for funding from the Local Initiatives Support Corporation (LISC) and Enterprise Community Partners Community Revitalization Initiatives (CRI) as a pass through for the Sullivan County Land Bank Corporation (SCLBC), and

WHEREAS, the County and SCLBC were successful in obtaining \$920,000 in grant funding through the CRI to support the SCLBC

WHEREAS, in order to acquire the funding the County must enter into agreement with LISC and the SCLBC to pass through the funding to the SCLBC; and

WHEREAS, in order to serve as a pass through, the County may also need to enter into Memorandum of Understandings with SCLBC to serve as the pass through and to meet the various requirements provided by LISC, such as insurance.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager and/or Chairman (as required by the funding source) to execute any and all necessary documents to administer the funding from LISC for the CRI program; and

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

Moved by , seconded by , adopted on motion .