

**MANAGEMENT AND BUDGET COMMITTEE
THURSDAY, December 11, 2014 11:45 AM**

**Committee Members: Jonathan Rouis, Chair, Gene Benson, Vice Chair,
Kitty Vetter, Cora Edwards, Ira Steingart**

AGENDA

PRESENTATIONS: None

DISCUSSIONS:

- 1. 2015 Tentative Budget**
 - **Sheriff's Office**
 - **Audit Department**
 - **Real Property Tax Services**

RESOLUTIONS:

AUDIT – None

COUNTY TREASURER – None

GRANTS- None

MANAGEMENT AND BUDGET –

- 1. To modify the 2014 County Budget.**
- 2. To close Capital Project Accounts and Rescind Bond Authorizations.**
- 3. To authorize contract renewal with NYS Department of Health to accept funding for the Operation of the WIC Program for the period October 1, 2015 to September 30, 2020.**

MANAGEMENT INFORMATION SYSTEMS - None

PUBLIC COMMENT

**RESOLUTION NO. INTRODUCED BY MANAGEMENT AND BUDGET
COMMITTEE TO MODIFY THE 2014 COUNTY BUDGET**

WHEREAS, the County of Sullivan 2014 Budget requires modification,

NOW, THEREFORE, BE IT RESOLVED, that the attached budgetary transfers be authorized.

Moved by:

Seconded by:

December 2014
 Modifications to the 2014 Sullivan County Budget

G/L Account Number	Account Description	Revenue		Revenue		Appropriation	
		Increase Amount	Decrease Amount	Increase Amount	Decrease Amount	Increase	Decrease
A-1185-45-4507	SPEC DEPT SUPPLY MEDICAL/CLINICAL					\$3,000.00	
A-1185-R3035-R278	ST AID CORONERS REIMBURSE - AUTOPSY	\$3,000.00					
A-1330-204-40-4003	CONTRACT AUCTION SERVICES					\$5,700.00	
A-1330-204-40-4003	CONTRACT AUCTION SERVICES					\$17,655.00	
A-1330-204-R1232-R272	TAX COLLECTR FEE PUBLIC AUCTN BUYER PREM	\$5,700.00					
A-1330-204-R1232-R272	TAX COLLECTR FEE PUBLIC AUCTN BUYER PREM	\$17,655.00					
A-1410-11-21-2106	FIXED ELECTRONIC/COMPUTER EQUIP					\$20,000.00	
A-1420-40-4007	CONTRACT LABOR RELATIONS					\$5,840.00	
A-1420-40-4008	CONTRACT LEGAL SERVICES					\$849.00	
A-1420-47-4705	DEPT COUNSEL/WITNESS EXPENSE					\$7,750.00	
A-1430-42-4201	OFFICE ADVERTISING					\$333.00	
A-1430-42-4205	OFFICE PRINTING					\$519.00	
A-1430-R1260-R130	PERSONNEL FEE CHARGBCK - ADVERTSNG	\$852.00					
A-1620-20-44-4404	UTILITY PROPANE					\$4,000.00	
A-1680-43-4302	COMPUTER HARDWARE PURCHASES/LEASES					\$2,500.00	
A-1989-99-47-4736	DEPT CONTINGENT						\$20,000.00
A-3020-80-8002	EMPL BENFTS HLTH INSUR ACTIVE EMPLOYEE						\$4,000.00
A-3110-29-45-4506	SPEC DEPT SUPPLY PUBLIC SAFETY					\$5,500.00	
A-3110-29-R1510-R247	SHERIFF FEE MISC FEE/REIMBURSMNT	\$3,000.00					
A-3110-29-R2705-R162	GIFT/DONATION DARE	\$1,000.00					
A-3110-29-R2705-R162	GIFT/DONATION DARE	\$2,500.00					
A-3110-29-R4320-R291	FED AID CRIME CONTRL RIVER PATROL	\$1,500.00					
A-9999-R1051-R239	GAIN FRM SALE TAX ACQ PROP MAIN	\$7,750.00					
A-9999-R1051-R239	GAIN FRM SALE TAX ACQ PROP MAIN	\$6,689.00					
General Fund Total		\$49,646.00		\$73,646.00			
DM-5130-48-45-4540	SPEC DEPT SUPPLY PARTS/FLUIDS/FILTERS					\$25,000.00	
DM-9997-R2414-R261	RENTAL OF EQUIPMENT OTHER DEPARTMENTS	\$85,000.00					
DM-9997-R2665-R338	SALE OF EQUIPMTN OTHER		\$60,000.00				
Road Machinery Fund Total		\$85,000.00		\$60,000.00		\$25,000.00	

**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: To Close & Rescind

Date: 12/11/14

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 close Capital Project Accounts and Rescind Bond Authorizations

Is subject of Resolution mandated? Explain:

Does Resolution require expenditure of funds? Yes ___ No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ _____

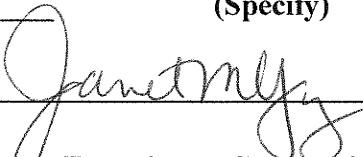
Are funds already budgeted? Yes ___ No ___

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

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

Estimated Cost Breakdown by Source:

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

Verified by Budget Office: 

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

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

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.)

_____ *Not Applicable Rf* _____

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

Pre-Legislative Approvals:

- A. Director of Purchasing: *Lacey Jones* Date *12/9/14*
- B. Management and Budget: *Justin Myer* Date *12/10/14*
- C. Law Department: *Stacy Wagner* Date *12/10/14*
- D. County Manager: *John Roland* Date *12/10/14*
- E. Other as Required: _____ Date _____

Vetted in Management & Budget Committee on 12/11/2014

I have a question about why each of these - particularly H53 & H54 are being presented. Was H52 because we did not need \$1,500,000. sounds like a lot.

RESOLUTION INTRODUCED BY MANAGEMENT AND BUDGET COMMITTEE TO CLOSE CAPITAL PROJECT ACCOUNTS AND RESCIND BOND AUTHORIZATIONS

WHEREAS, the County Manager and Commissioner of Management and Budget, and the Deputy Commissioner of Public Works have advised that the following projects previously funded through Bond Issue have been completed, and

WHEREAS, fund balances remain in each of these projects, and they have debt authorized but unissued.

NOW, THEREFORE, BE IT RESOLVED, that the following projects be closed and the remaining balances be transferred to the appropriate fund for payment of debt service:

H23 DPW Maplewood
H58 2013 Road Reconstruction

BE IT FURTHER RESOLVED, that the debt authorized but unissued for the following capital projects be rescinded:

H52	Landfill Closure/Capping:	Bond Resolution 160-09	\$1,500,000
H53	Radio Tower Construction:	Bond Resolution 176-08	\$200,000
H59	2014 Road/Bridge Construction:	Bond Resolution 472-13	\$162,750

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

To: Sullivan County Legislature

Fr: Nancy McGraw, Public Health Director

Re: Request for Consideration of a Resolution: To apply for and to accept funding from NYS Department of Health for our WIC Program

Date:

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.]

We are in the process of preparing the application for continued funding of our WIC program. We request that tthe County Manager be authorized to execute a contract to apply, accept, and award funding from the NYS Department of Health for the operation of the WIC Program for the period October 1, 2015 to September 30, 2020.

Is subject of Resolution mandated? Explain:

No; LHD's are not required to operate WIC programs but there must be one in the county that serves all residents. Public Health has operated the WIC program since 1974.

Does Resolution require expenditure of funds? Yes No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 813,200.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A4082-R3450-R167 & A4082-R4482-R167

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

Estimated Cost Breakdown by Source:

County	\$ <u>0.00</u>	Grant(s)	\$ _____
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State	\$ <u>130,925.00</u>	Other	\$ _____
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Federal Government	\$ <u>682,275.00</u>	(Specify)	<u>The application is not yet complete; the above is an est. subject to change</u>
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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
[New York State Department of Health _____]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From 10/01/2015 To 09/30/2020

Is this a renewal of a prior Contract? Yes ___ No

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): 416-01

Future Renewal Options if any:

This is a 5 year contract, budget will be renewed annually.

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.]:

Sullivan County low income pregnant women, infants and children to age 5 are provided nutritional support, food, breastfeeding education, and health education through this program as well as Farmer's Market checks which ensure food security for local residents.

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:

Not applicable

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

Discussions have been entered into with another not for profit health care organization regarding sharing of space and integrated health care delivery with WIC to improve caseload at one of our sites starting in 2015 if awarded and approved by NYSDOH.

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

N/A Not Applicable

Person(s) responsible for monitoring contract (Title): Nancy McGraw, Public Health Dir.

Pre-Legislative Approvals:

- A. Director of Purchasing: Kathy Jones Date 12/9/14
- B. Management and Budget: Janet Miller Date 12/10/14
- C. Law Department: S. J. Gasque Date 12/10/14
- D. County Manager: Paul Ward Date 12/10/14
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY MANAGEMENT AND BUDGET
COMMITTEE TO AUTHORIZE CONTRACT RENEWAL WITH NYS DEPARTMENT
OF HEALTH TO ACCEPT FUNDING FOR THE OPERATION OF THE WIC
PROGRAM FOR THE PERIOD OCTOBER 1, 2015 TO SEPTEMBER 30, 2020**

WHEREAS, the New York State Department of Health has the authority to regulate and provide funding for the establishment and operation of program services and desires to contract with skilled parties possessing the necessary resources to provide such services, and

WHEREAS, Sullivan County Public Health Nursing Service is able to provide such program services and possesses or can make available all necessary qualified personnel, licenses, facilities, and expertise to perform or have performed the services required pursuant to the terms of the contract.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and/or their authorized representative as required by the NYS Department of Health to execute any and all necessary documents to submit the application for funding for the operation of the WIC Program for the period October 1, 2015 to September 30, 2020; 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 NYS Department of Health to accept the award, and enter into an award agreement or contract to administer the funding secured, in such form as the County Attorney shall approve; and

BE IT RESOLVED, that should the operation of the WIC Program funding is terminated by NYS Department of Health the County shall not be obligated to continue the operation of the WIC Program.

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