

**MANAGEMENT AND BUDGET COMMITTEE  
THURSDAY, January 12, 2017 10:30 AM**

**Committee Members: Scott Samuelson, Chair, Nadia Rajs, Vice Chair,  
Terri Ward, Catherine Owens, Alan Sorensen**

**AGENDA**

**PRESENTATIONS: None**

**DISCUSSIONS: None**

**RESOLUTIONS:**

**AUDIT – None**

**COUNTY TREASURER – None**

**GRANTS- None**

**MANAGEMENT AND BUDGET –**

- 1. To modify the 2016 County Budget.**
- 2. To authorize award and execution of contract with Danzinger & Markoff LLP to provide actuarial valuation services to fulfill the requirements of GASB 75.**

**PUBLIC COMMENT**

**RESOLUTION NO. INTRODUCED BY MANAGEMENT AND BUDGET  
COMMITTEE TO MODIFY THE 2016 COUNTY BUDGET**

**WHEREAS**, the County of Sullivan Budget requires modification,

**NOW, THEREFORE, BE IT RESOLVED**, that the attached budgetary transfers for 2016 be authorized.

**Moved by:**

**Seconded by:**

December 2016 Budget Modifications (Resolution)  
 Modifications to the 2016 Sullivan County Budget

G/L Account	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-1165-47-4724 - DEPT DRUG FORFEITURE PROCEEDS NYS			53,203	
A-1165-R2626-R307 - FORFEITR CRIME PROCDs STATE	53,203			
A-1320-40-4002 - CONTRACT ACCOUNT/AUDIT/ACTUARIAL SERVICES			6,425	
A-1320-40-4002 - CONTRACT ACCOUNT/AUDIT/ACTUARIAL SERVICES			27,000	
A-1420-40-4008 - CONTRACT LEGAL SERVICES			121,831	
A-1450-42-4205 - OFFICE PRINTING			11,667	
A-1450-42-4205 - OFFICE PRINTING			1,685	
A-1450-R3089-R167 - ST AID GEN GOV DEPARTMENTAL AID	11,667			
A-1450-R3089-R167 - ST AID GEN GOV DEPARTMENTAL AID	1,685			
A-1620-23-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			4,307	61,425
A-1989-99-47-4736 - DEPT CONTINGENT				121,831
A-1989-99-47-4736 - DEPT CONTINGENT				4,307
A-1989-99-47-4736 - DEPT CONTINGENT				27,000
A-1989-99-47-4736 - DEPT CONTINGENT				
A-3110-29-21-2105 - FIXED AUTOMOTIVE EQUIP			45,000	
A-3110-29-42-4205 - OFFICE PRINTING			2,500	
A-3110-29-42-4206 - OFFICE PUBLICATIONS				1,000
A-3110-29-42-4206 - OFFICE COPIER LEASE				2,500
A-3110-29-42-4208 - OFFICE COPIER LEASE				
A-3110-29-45-4541 - SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			3,000	3,000
A-3110-29-46-4612 - MISC SERV/EXP EMPL TRAINING				
A-3110-29-47-4724 - DEPT DRUG FORFEITURE PROCEEDS NYS			28,500	
A-3110-29-47-4745 - DEPT ALCOHOL/DRUG TESTING				1,000
A-3110-29-R1510-R322 - SHERIFF FEE TRANSPRT - MINORS	8,000			
A-3110-29-R2626-R247 - FORFEITR CRIME PROCDs MISC FEE/REIMBURSMNT	28,500			
A-3110-29-R4320-R232 - FED AID CRIME CONTRL LAW ENFRCMNT TERRORISM PREVENTN		90,000		
A-3110-29-R4320-R424 - FED AID CRIME CONTRL BYRNE/JAG	40,000			
A-3110-30-42-4205 - OFFICE PRINTING			4,500	
A-3150-41-4103 - AUTO/TRAVEL MEALS				3,000
A-3150-41-4105 - AUTO/TRAVEL REGISTRATION FEES				1,000
A-3150-42-4207 - OFFICE FURNITURE			2,000	
A-3150-45-4508 - SPEC DEPT SUPPLY PRISONER RELATED			6,000	
A-3150-45-4510 - SPEC DEPT SUPPLY CLEANING/FOOD PREP			3,000	
A-3150-45-4526 - SPEC DEPT SUPPLY PAINT				2,000

December 2016 Budget Modifications (Resolution)  
 Modifications to the 2016 Sullivan County Budget

G/L Account	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-3150-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			5,000	
A-3150-47-4738 - DEPT LAUNDRY/LINENS				1,000
A-3150-47-4740 - DEPT MEDICAL - OUTPATIENT SERVICES			20,000	
A-3150-47-4751 - DEPT PRISONER HOUSING			55,000	
A-3150-R1510-R282 - SHERIFF FEE REIMBURSE - PAYROLL	54,000			
A-3150-R1510-R304 - SHERIFF FEE SOCIAL SECURITY FINDERS FEE		2,500		
A-3150-R2450-R247 - COMMISSIONS MISC FEE/REIMBURSMINT	67,000			
A-3410-41-4104 - AUTO/TRAVEL MILEAGE/TOLLS**				189
A-3410-90-9005 - TRANSFERS TRANSFERS CAPITAL PROJECT**			189	
A-4010-206-42-4207 - OFFICE FURNITURE			300	
A-4010-206-47-4767 - DEPT NYS/JUS REGISTRY FEES/FINES/ASSESS				1,799
A-4010-206-47-4774 - DEPT PUBLIC HEALTH EDUCATION				300
A-4010-206-R3401-R167 - ST AID PUBLIC HEALTH DEPARTMENTAL AID		648		
A-4010-33-42-4204 - OFFICE POSTAGE				410
A-4010-33-42-4207 - OFFICE FURNITURE			1,200	
A-4010-33-43-4308 - COMPUTER MIS CHARGEBACKS			2,650	
A-4010-33-43-4311 - COMPUTER WEBINAR AND RELATED EXPENSES				700
A-4010-33-45-4507 - SPEC DEPT SUPPLY MEDICAL/CLINICAL			2,000	
A-4010-33-46-4603 - MISC SERV/EXP EMPL UNIFORM ALLOWANCE				4,240
A-4010-33-47-4774 - DEPT PUBLIC HEALTH EDUCATION				500
A-4010-34-41-4105 - AUTO/TRAVEL REGISTRATION FEES				1,000
A-4010-34-42-4204 - OFFICE POSTAGE				434
A-4010-34-46-4608 - MISC SERV/EXP EMPL TUITION REFUNDS			2,434	
A-4010-34-47-4701 - DEPT RENTALS				400
A-4010-36-42-4205 - OFFICE PRINTING			400	
A-4010-36-43-4308 - COMPUTER MIS CHARGEBACKS			1,300	
A-4010-36-44-4406 - UTILITY WIRELESS COMMUNICATIONS				400
A-4010-36-R4401-R167 - FED AID PUBLIC HEALTH DEPARTMENTAL AID	1,300			
A-4010-44-41-4105 - AUTO/TRAVEL REGISTRATION FEES				50
A-4010-44-42-4203 - OFFICE OFFICE SUPPLIES				394
A-4050-41-4102 - AUTO/TRAVEL LODGING				200
A-4050-41-4104 - AUTO/TRAVEL MILEAGE/TOLLS				270
A-4050-41-4105 - AUTO/TRAVEL REGISTRATION FEES				

December 2016 Budget Modifications (Resolution)  
 Modifications to the 2016 Sullivan County Budget

G/L Account	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-4050-41-4108 - AUTO/TRAVEL AUTO TRAVEL OTHER				490
A-4050-42-4204 - OFFICE POSTAGE				500
A-4050-42-4207 - OFFICE FURNITURE			250	
A-4050-44-4405 - UTILITY PHONE LAND LINES				200
A-4050-45-4501 - SPEC DEPT SUPPLY SPEC DEPT SUPPLY MISC/OTHER				893
A-4050-45-4507 - SPEC DEPT SUPPLY MEDICAL/CLINICAL			6,630	
A-4050-45-4509 - SPEC DEPT SUPPLY PATIENT EDUCATNL MATERIAL				1,294
A-4050-47-4702 - DEPT EQUIP SERVICE/REPAIRS				100
A-4050-47-4710 - DEPT DEPT MISC/OTHER				375
A-4050-47-4774 - DEPT PUBLIC HEALTH EDUCATION				365
A-4050-R3401-R167 - ST AID PUBLIC HEALTH DEPARTMENTAL AID	648			7,215
A-4059-40-4012 - CONTRACT EARLY INTERVENTION			3,500	
A-4059-41-4107 - AUTO/TRAVEL VOLUNTEER/CLIENT				100
A-4059-42-4203 - OFFICE OFFICE SUPPLIES			280	
A-4059-42-4207 - OFFICE FURNITURE				
A-4059-R3449-R167 - ST AID EARLY INTERVENTN DEPARTMENTAL AID		3,535		
A-9950-90-9005 - TRANSFERS TRANSFERS CAPITAL PROJECT*			11,316	
A-9950-90-9005 - TRANSFERS TRANSFERS CAPITAL PROJECT*			40,230	
<b>General Fund Total</b>	<b>266,003</b>	<b>96,683</b>	<b>473,347</b>	<b>252,481</b>
H17-3997-40-4038 - CONTRACT CONSTRUCTION**			189	
H17-3997-R5031-R120 - INTERFUND TRANSFR CAPITAL FUND**	189			
H42-3997-40-4006 - CONTRACT ENGINEER/ARCHITECT/DESIGN SERV*			11,316	
H42-3997-R5031-R209 - INTERFUND TRANSFR GENERAL FUND*	11,316			
H42-3997-40-4006 - CONTRACT ENGINEER/ARCHITECT/DESIGN SERV*			40,230	
H42-3997-R5031-R209 - INTERFUND TRANSFR GENERAL FUND*	40,230			

\*This budget modification authorizes the transfer of funds to H-42 Capital Account from the assigned unappropriated fund balance for "Construction/Repair Buildings" to pay previously authorized agreements per resolutions 8-06, 302-14, 301-14 and 300-14.

\*\*This budget modification authorizes the transfer of funds to H-17 Capital Account from the General Fund to pay previously authorized agreements per resolution 490-10.

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

**To:** Sullivan County Legislature

**Fr:** Janet Young, Commissioner

**Re:** Request for Consideration of a Resolution: To authorize award and execution of contract

**Date:** January 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 award and execution of contract with Danzinger & Markoff LLP  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Is subject of Resolution mandated? Explain:**  
Yes.  
\_\_\_\_\_

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

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

Amount to be authorized by Resolution: \$ 5,500.00

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): A1320-40-4002

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

**Estimated Cost Breakdown by Source:**

County	\$ <u>5,500.00</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 [Danzinger & Markoff LLP] of  
[123 Main Street, White Plains NY]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From 01/01/2017 To 12/31/2018

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:

Mandated postretirement benefit plan

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): Not to exceed \$6,600.00 for two (2) year period

Efforts made to find Less Costly alternative:

RFP'd for services

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

Not Applicable

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

R-16-30

Person(s) responsible for monitoring contract (Title): Director of Risk Management

**Pre-Legislative Approvals:**

- A. <sup>Assistant</sup> Director of Purchasing: Cyrus Lewis Date 1/6/17
- B. Management and Budget: Janetmy Date 1/9/17
- C. Law Department: [Signature] Date 1/6/17
- D. County Manager: [Signature] Date 1/10/17
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in Management & Budget Committee on 01/12/2017



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

**RESOLUTION INTRODUCED BY MANAGEMENT AND BUDGET COMMITTEE**

**RESOLUTION TO AUTHORIZE AWARD AND EXECUTION OF CONTRACT**

**WHEREAS**, Sullivan County provides postretirement benefits which encompasses (1) the NYSHIP/Empire medical plan, seven (7) union/non-union employee groups and various contribution schedules for approximately fourteen hundred (1400) county employees, retirees and dependents of retirees, and

**WHEREAS**, Sullivan County needs to fulfill this mandated requirement and is seeking an actuarial valuation of these postretirement benefits under GASB 75, Accounting and Financial Reporting by Employers for Post Employment Benefits other than pensions, and

**WHEREAS**, Danzinger & Markoff LLP, 123 Main Street, White Plains, New York 10601, will provide said services from January 1, 2017 through December 31, 2018, with an option to extend for an additional two (2) year period, from January 1, 2019 through December 31, 2020 under the same terms and conditions, and

**WHEREAS**, Management and Budget and Risk Management approves said proposal and recommends that a contract be executed.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be and hereby is authorized to execute a contract with Danzinger & Markoff LLP to provide actuarial valuation services to fulfill the requirements of GASB 75 at a cost not to exceed, for 2017, GASB 75 full valuation \$5,500, for 2018 GASB 75 interim valuation \$1,100, 2019 GASB 75 full valuation \$5,500 and 2020 GASB 75 interim valuation \$1,100 in accordance with RFP #R-16-30, said contract to be in such form as the County Attorney shall approve.

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