



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

To: Executive Committee

Fr: Joshua Potosek, County Manager

**Re: TO ABOLISH CERTAIN POSITIONS AND REDUCE APPROPRIATIONS IN
RESPONSE TO THE ECONOMIC DISRUPTION RESULT**

Date: April 16, 2020

Purpose of Resolution:

<Insert detailed statement and justification here>

Is subject of Resolution mandated? Explain:

<Insert Explanation Here>

Is this a renewal of a prior contract? Yes/No

Date of prior contract? <Insert Dates Here>

Amount authorized by prior contract \$<Insert Amount Here>

Does Resolution require expenditure of funds? Yes/No

If "Yes", provide the following information

Amount to be authorized by Resolution: \$<Insert Amount Here>

Are funds already budgeted? Yes/No

If "Yes" specify appropriation code(s): <Insert Code(s) Here>

If "No", specify proposed source of funds:

Estimated Cost Breakdown by Source

County: \$<Insert Amount Here>

Grant(s): \$<Insert Amount Here>

State: \$<Insert Amount Here>

Other: \$<Insert Amount Here>

Federal Government:\$<Insert

(Specify):

Here>

Specify Compliance with Procurement Procedures:

N/A

Person(s) responsible for monitoring contract (Title): Joshua Potosek County Manager

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO ABOLISH CERTAIN POSITIONS AND REDUCE APPROPRIATIONS IN RESPONSE TO THE ECONOMIC DISRUPTION RESULTING FROM THE COVID-19 PANDEMIC AND POTENTIAL STATE AID CUTS AS A RESULT OF THE RECENTLY ADOPTED NEW YORK STATE 2020-2021 BUDGET

WHEREAS, the County of Sullivan, like most other New York State counties will be facing unprecedented fiscal challenges as a result of the economic disruption resulting from the COVID-19 pandemic and expected State Aid reductions a result of the recently adopted New York State 2020-2021 budget, and

WHEREAS, the County of Sullivan projects significant declines in available revenues from sales tax due to New York State mandating all non-essential businesses be closed and declines in state aid, due to projected losses in state revenue of upwards of fifteen billion dollars, and

WHEREAS, the County of Sullivan projects significant increases in required expenditures responding to the COVID-19 pandemic, costs associated with numerous social services programs due to the unprecedented number of unemployed people, and substantially higher pension contribution rates due to substantial reductions in value in the stock market, and

WHEREAS, the County Manager has recommended that the County Legislature take immediate action to mitigate the effects of certain revenue declines and expense increases associated with the COVID-19 pandemic.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby abolishes certain vacant positions, reduces certain equipment purchases, and reduces certain contractual appropriations as detailed in Schedule A, and

BE IT FURTHER RESOLVED, that the Sullivan County Legislature hereby abolishes filled positions in Schedule B effective May 2, 2020, and

BE IT FURTHER RESOLVED, that the County will continue to pay its currently obligated share of insurance for each employee in Schedule B with the employee continuing to pay their share of insurance until such time that the Legislature rescinds this authorization, and

BE IT FURTHER RESOLVED, that the County will allow employees laid-off to maintain their accrual balances including vacation, sick, and comp time until such time that the Legislature rescinds this authorization which would result in the County paying out the vacation and comp-time accruals, and

BE IT FURTHER RESOLVED, for employees laid-off on Schedule B and who return to employment with the County, the County will consider the employee as having been

continuously employed for clauses in collective bargaining agreements and the Personnel Policies for Non-Union Employees which require continuous employment, and

BE IT FURTHER RESOLVED, that the Sullivan County Legislature authorizes the County Manager to make the appropriate budget modification to effectuate the changes in Schedule A and B.

**Schedule A
2020 Operating Budget Expense Reductions**

<u>Appropriations</u>	<u>Budget</u>	<u>Spent</u>	<u>Available</u>
Initiatives			
Legislative Discretionary Funding	\$ 300,000	\$ 6,300	\$ 100,000
Plans and Progress	\$ 100,000	\$ -	\$ 100,000
Historical Marker	\$ 30,000	\$ -	\$ 30,000
Zoning	\$ 20,000	\$ -	\$ 20,000
Land Bank	\$ 100,000	\$ -	\$ 100,000
Facilities Master Plan	\$ 250,000	\$ -	\$ 250,000
Building Code Training	\$ 10,000	\$ -	\$ 10,000
Chamber of Commerce	\$ 30,000	\$ -	\$ 30,000
OSE contract agencies	\$ 10,000	\$ -	\$ 10,000
		SubTotal	\$ 650,000
Equipment			
Buses	\$ 300,000	\$ -	\$ 300,000
Heavy Duty Trucks	\$ 520,000	\$ -	\$ 520,000
Medium Duty Trucks	\$ 135,000	\$ -	\$ 135,000
Sheriff cars	\$ 180,000	\$ -	\$ 180,000
		SubTotal	\$ 1,135,000
		Total	\$ 1,785,000

Attachment: Potential Appropriation Cuts 04152020 (TO ABOLISH CERTAIN POSITIONS AND REDUCE APPROPRIATIONS IN RESPONSE TO

Schedule A
2020 Operating Budget Expense Reductions

<u>Solid Waste</u>	<u>Budget</u>	<u>Spent</u>	<u>Available</u>
Initiatives			
RuST	\$ 300,000	\$ -	\$ 300,000
			\$ 300,000

Attachment: Potential Appropriation Cuts 04152020 (TO ABOLISH CERTAIN POSITIONS AND REDUCE APPROPRIATIONS IN RESPONSE TO

Title	Department
LEGISLATIVE SEC	1010 - CTY LEGISLATURE
TAX CLERK II	1330-204 - TX COLLECTION- PROP TAX UNIT
TAX CLERK III	1330-204 - TX COLLECTION- PROP TAX UNIT
SR ACCOUNT CLERK/DATABASE	1345 - PURCHASING
REAL PROPERTY TAX SVS AIDE	1355 - REAL PROPERTY TAX
TAX MAP/GIS TECH	1355 - REAL PROPERTY TAX
COUNTY CLERK WORKER I	1410-10 - CTY CLRK MAIN UNIT
COUNTY CLERK WORKER I	1410-10 - CTY CLRK MAIN UNIT
COUNTY CLERK WORKER I	1410-10 - CTY CLRK MAIN UNIT
COUNTY CLERK WORKER I	1410-10 - CTY CLRK MAIN UNIT
COUNTY CLERK WORKER II	1410-10 - CTY CLRK MAIN UNIT
COUNTY CLERK WORKER I	1410-10 - CTY CLRK MAIN UNIT
COUNTY CLERK WORKER II	1410-10 - CTY CLRK MAIN UNIT
COUNTY CLERK WORKER II	1410-10 - CTY CLRK MAIN UNIT
COUNTY CLERK WORKER I	1410-11 - CTY CLRK DMV
COUNTY CLERK WORKER I	1410-11 - CTY CLRK DMV
COUNTY CLERK WORKER II	1410-11 - CTY CLRK DMV
COUNTY CLERK WORKER III	1410-11 - CTY CLRK DMV
COUNTY CLERK WORKER II	1410-11 - CTY CLRK DMV
COUNTY CLERK WORKER II	1410-11 - CTY CLRK DMV
COUNTY CLERK WORKER II	1410-11 - CTY CLRK DMV
COUNTY CLERK'S WORKER I	1410-11 - CTY CLRK DMV
RECORDS MGT SURVEY TECH	1460 - RECORDS MANAGEMENT
RECORDS MGT SURVEY TECH	1460 - RECORDS MANAGEMENT
SR ACCOUNT CLERK/TYPIST	1490 DPW ADMIN
PRINCIPAL ACCOUNT CLERK	1490 DPW ADMIN
LABORER II	1620-21 DPW BLDNGS - GOV'T CENTER
LABORER I	1620-23 - DPW BLDNGS - MISC LOCATIONS
ACCOUNT CLERK/DATABASE	3140-16 - PROBATION - MAIN UNIT
ACCOUNT CLERK/DATABASE	3140-16 - PROBATION - MAIN UNIT
PROBATION OFFICER	3140-16 PROBATION - MAIN UNIT
PROBATION OFFICER	3140-16 PROBATION - MAIN UNIT
ASST SIGN INSTALLER	3310 DPW TRAFFIC CONTROL
SIGN FABRICATOR	3310 DPW TRAFFIC CONTROL
SIGN INSTALLER	3310 DPW TRAFFIC CONTROL
ADDICTION SVCS COUNSELOR I	4220 - CS - ADDICTN CONTROL
ASST SOCIAL WORKER I	4220 - CS - ADDICTN CONTROL
STAFF SOCIAL WORKER I	4220 - CS - ADDICTN CONTROL
ACCOUNT CLERK	4310 - CS - ADMIN
ACCOUNT CLERK	4310 - CS - ADMIN
ACCOUNT CLERK	4310 - CS - ADMIN
ACCOUNT CLERK/DATABASE	4310 - CS - ADMIN
DATABASE CLERK	4310 - CS - ADMIN
ASST SOCIAL WORKER I	4320-40 - CS - MENTAL HEALTH CLINIC

Title	Department
STAFF SOCIAL WORKER	4320-40 - CS - MENTAL HEALTH CLINIC
STAFF SOCIAL WORKER	4320-41 - CS - TREATMENT REACHING YOUTH
STAFF SOCIAL WORKER I	4320-41 - CS - TREATMENT REACHING YOUTH
ASST SOCIAL WORKER I	4320-42 - CS - CASE MANAGEMENT
ENGINEERING TECH	5020 DPW ENGINEERING
ENGINEERING TECH	5020 DPW ENGINEERING
BRIDGE CARPENTER	5110-45 - DPW ROAD MAINTENANCE
LABORER I	5110-45 - DPW ROAD MAINTENANCE
LABORER I	5110-45 - DPW ROAD MAINTENANCE
LABORER I	5110-45 - DPW ROAD MAINTENANCE
LABORER I	5110-45 - DPW ROAD MAINTENANCE
LABORER I	5110-45 - DPW ROAD MAINTENANCE
LABORER I	5110-45 - DPW ROAD MAINTENANCE
LABORER II	5110-45 DPW ROAD MAINTENANCE
LABORER II	5110-45 DPW ROAD MAINTENANCE
LABORER II	5110-45 DPW ROAD MAINTENANCE
LABORER II	5110-45 DPW ROAD MAINTENANCE
LABORER II	5110-45 DPW ROAD MAINTENANCE
LABORER II	5110-45 DPW ROAD MAINTENANCE
VAN DRIVER	5680 - TRANSPORTATION
VAN DRIVER	5680 - TRANSPORTATION
VAN DRIVER	5680 - TRANSPORTATION
VAN DRIVER (NON CDL)	5680 - TRANSPORTATION
ADMINISTRATIVE ASSISTANT	7310 - YOUTH PROGRAMS
MUSEUM ATTENDANT	7450-202 - P/R CNTY MUSEUM - SC MUSEUM
MUSEUM ATTENDANT	7450-202 - P/R CNTY MUSEUM - SC MUSEUM
MUSEUM ATTENDANT	7450-202 - P/R CNTY MUSEUM - SC MUSEUM
SITE MANAGER FORT DELAWARE	7520 - P/R FORT DELAWARE
ACCOUNT CLERK/DATABASE	8020-90 - PLANNING - MAIN UNIT
COMM DEV GRANTS PLANNER	8020-90 PLANNING - MAIN UNIT
PLANNER	8020-90 PLANNING - MAIN UNIT
SENIOR PLANNER	8020-90 PLANNING - MAIN UNIT
SUSTAINABILITY ANALYST	8090 - OFFICE OF SUSTAINABLE ENERGY
SUSTAINABILITY ANALYST	8090 - OFFICE OF SUSTAINABLE ENERGY