



100 North Street
Monticello, NY 12701

Sullivan County

Management & Budget, Capital Planning and Budgeting Committee

Meeting Agenda - Final

Chairman Brian McPhillips
Vice Chairman Matt McPhillips
Committee Member Joseph Perrello
Committee Member Luis Alvarez
Committee Member Nicholas Salomone Jr.

Thursday, January 18, 2024

9:00 AM

Government Center

Call To Order and Pledge of Allegiance

Roll Call

Comments:

Reports:

1. Budget Director
2. County Treasurer
3. Audit & Control
4. ITS

Discussion:

Public Comment

Resolutions:

1. TO AUTHORIZE SOFTWARE SUPPORT AGREEMENT FOR THE ALLEN TUNNEL TAX COLLECTION SYSTEM. [ID-6075](#)
2. TO AUTHORIZE A 1-YEAR CONTINUED MAINTENANCE AND SUPPORT AGREEMENT WITH NTS DATA SERVICES, LLC TO SUPPORT SULLIVAN COUNTY BOARD OF ELECTIONS. [ID-6076](#)
3. TO AUTHORIZE AWARD AND EXECUTION OF CONTRACT FOR GASB 75 VALUATION [ID-6078](#)
4. To Modify the 2023 Budget [ID-6079](#)

Attachments: [December 31 2023 Resolution Needed.pdf](#)

Adjourn



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6075

Agenda Date: 1/18/2024

Agenda #: 1.

Narrative of Resolution:

RESOLUTION INTRODUCED BY MANAGEMENT & BUDGET, CAPITAL PLANNING AND BUDGETING COMMITTEE TO AUTHORIZE SOFTWARE SUPPORT AGREEMENT FOR THE ALLEN TUNNEL TAX COLLECTION SYSTEM.

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: \$50,000.00

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: Long standing Treasurer's Office solution - renewal quote obtained from vendor.

WHEREAS, the Allen Tunnel Tax Collection system provides essential capabilities to support tax collection activities for the County and individual Towns in Sullivan County; and

WHEREAS, the County wishes to continue utilizing the Allen Tunnel Tax Collection System and sponsor its use in the individual towns and receive support as provided for in Schedule A of the proposed Allen Tunnel Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is authorized to enter into a 1-year support agreement covering January 1, 2024 thru December 31, 2024 with Allen Tunnel Corporation at a cost not to exceed \$50,000.00, said agreement to be in such form as the County Attorney shall approve.

Sullivan County

Legislative Memorandum

File #: ID-6076

Agenda Date: 1/18/2024

Agenda #: 2.

Narrative of Resolution:

RESOLUTION INTRODUCED BY MANAGEMENT & BUDGET, CAPITAL PLANNING AND BUDGETING COMMITTEE TO AUTHORIZE A 1-YEAR CONTINUED MAINTENANCE AND SUPPORT AGREEMENT WITH NTS DATA SERVICES, LLC TO SUPPORT SULLIVAN COUNTY BOARD OF ELECTIONS.

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: \$46,895.00 plus hourly consequential problem resolution at a rate of \$195.00/hour per Section 2 of their agreement.

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

WHEREAS, the advent of the Statewide Voter Registration database, NYS Voter II, required the creation of a Voter Registration, Signature Digitization and Interface Messaging System interface between the County licensed TEAM application and NYS Voter II; and

WHEREAS, Resolution 214-03 authorized entering into a contract agreement with NTS Data Services, LLC (NTS) working in contracted tandem with New York State Board of Elections to develop the interface, license it and support it through December 31, 2007; and

WHEREAS, Resolutions 73-08, 168-13, 20-15, and 21-19 authorized continued maintenance and support agreements with NTS through December 31, 2012, December 31, 2014, December 31, 2018, and December 31, 2023 respectively; and

WHEREAS, the Sullivan County Board of Elections requires ongoing support and maintenance for the interface to NYS Voter II; and

WHEREAS, the Sullivan County Board of Elections wishes to continue utilizing the systems and services of NTS Data Systems, LLC.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is authorized to enter into a 1-year support agreement covering January 1, 2024 thru December 31, 2024 for Voter Registration, Signature Digitization and the Interface Message System support with NTS Data Services, LLC at a cost not to exceed \$46,895.00; and

BE IT FURTHER RESOLVED, if the NTS hardware and software recommendations are deviated from

and consequential problems develop, the time & expenses incurred by NTS to resolve the problems shall be billable to Board of Elections at the NTS prevailing hourly rate of \$195.00/hour plus the travel and/or materials charges incurred by NTS.

BE IT FURTHER RESOLVED, that said agreement to be in such form as the County Attorney's Office shall approve.

Sullivan County

Legislative Memorandum

File #: ID-6078

Agenda Date: 1/18/2024

Agenda #: 3.

Narrative of Resolution:

TO AUTHORIZE AWARD AND EXECUTION OF CONTRACT FOR GASB 75 VALUATION

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: \$12,375

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

WHEREAS, Sullivan County provides postretirement benefits which encompasses (1) the NYSHIP 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, Danziger & Markoff, LLP, 1133 Westchester Ave, Suite N208, White Plains, New York 10604, will provide said services from January 1, 2024 through December 31, 2025, providing a full valuation for year 2023 and an interim valuation for year 2024, and

WHEREAS, this agreement may be extended for two (2) additional two (2) year periods under the terms and conditions submitted in response to RFP R-23-46, and

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

NOW, THEREFORE BE IT RESOLVED that the County Manager be and hereby is authorized to execute a contract with Danziger & Markoff LLP to provide actuarial valuation services to fulfill requirements of GASB 75 at a cost not to exceed \$8,250 for valuation year 2023 which is a full valuation year and \$4,125 for valuation year 2024 which is an interim valuation year in accordance with RFP R-23-46.

BE IT FURTHER RESOLVED, that said contract be in such form as the County Attorney shall approve.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6079

Agenda Date: 1/18/2024

Agenda #: 4.

Narrative of Resolution:
To Modify the 2023 Budget

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: Please see attached Budget Mods.

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures:

WHEREAS, the County of Sullivan Budget requires modification,

NOW, THEREFORE, BE IT RESOLVED, that the attached budgetary transfers for 2023 be authorized.

**December 31, 2023 Resolution Needed
Sullivan County Budget Modifications 2023**

G/L Account	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-1340-41-4104 - AUTO/TRAVEL MILEAGE/TOLLS			1,895	
A-1340-R2210-R134 - GEN SERV OTHR GOV CHARGBK - INTERDEPARTMNTL	1,895			
A-1430-40-4001 - CONTRACT AGENCIES			20,021	
A-1490-44-4406 - UTILITY WIRELESS COMMUNICATIONS			16,000	
A-1490-47-4701 - DEPT RENTALS				5,000
A-1620-21-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			5,000	
A-1620-23-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			5,000	
A-1620-23-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			1,342	
A-1620-24-46-4603 - MISC SERV/EXP EMPL UNIFORM ALLOWANCE				320
A-1920-47-4703 - DEPT DUES			2,250	
A-1989-99-47-4736 - DEPT CONTINGENT				20,021
A-1989-99-47-4736 - DEPT CONTINGENT				1,342
A-1989-99-47-4736 - DEPT CONTINGENT				16,000
A-1989-99-47-4736 - DEPT CONTINGENT				5,000
A-1989-99-47-4736 - DEPT CONTINGENT				2,250
A-1989-99-47-4736 - DEPT CONTINGENT				126,000
A-4010-206-40-4013 - CONTRACT CONTRACT OTHER				1,000
A-4010-206-44-4406 - UTILITY WIRELESS COMMUNICATIONS			1,000	
A-5610-46-4603 - MISC SERV/EXP EMPL UNIFORM ALLOWANCE			320	
A-5680-21-2105 - FIXED AUTOMOTIVE EQUIP			126,000	
A-8020-90-40-4006 - CONTRACT ENGINEER/ARCHITECT/DESIGN SERV			31,135	
A-8020-90-40-4013 - CONTRACT CONTRACT OTHER			22,000	
A-8020-90-47-4752 - DEPT MISC PROGRAM EXP				130,000
A-8020-90-47-4752 - DEPT MISC PROGRAM EXP(*)			2,133	
A-8020-90-R4089-R167 - FED AID OTHR DEPARTMENTAL AID		130,000		
A-8020-90-R4089-R167 - FED AID OTHR DEPARTMENTAL AID	22,000			
A-8020-90-R4989-R167 - FED AID HOME/COMM ASSIST DEPARTMENTAL AID	31,135			
A-9950-90-9005 - TRANSFERS TRANSFERS CAPITAL PROJECT			2,508	
A Fund Total	55,030	130,000	236,604	306,933

D-5020-41-4109 - AUTO/TRAVEL CO FLEET CHARGEBACK			3,000	
D-5110-45-45-4501 - SPEC DEPT SUPPLY SPEC DEPT SUPPLY MISC/OTHER				2,000
D-5110-45-46-4603 - MISC SERV/EXP EMPL UNIFORM ALLOWANCE				1,000
D Fund Total	-	-	3,000	3,000
DM-5130-48-41-4106 - AUTO/TRAVEL REPAIRS/MAINTENANCE			6,000	
DM-5130-48-45-4540 - SPEC DEPT SUPPLY PARTS/FLUIDS/FILTERS			20,000	
DM-9997-R2665-R338 - SALE OF EQUIPMNT OTHER	20,000			
DM-9997-R2665-R338 - SALE OF EQUIPMNT OTHER	6,000			
DM Fund Total	26,000	-	26,000	-
H77-8297-R5031-R209 - INTERFUND TRANSFR GENERAL FUND	2,508			
H Fund Total	2,508	-	-	-

(*) To be funded from the Planning Programs Assigned Fund Balance