



Sullivan County

100 North Street
Monticello, NY 12701

Management & Budget, Capital Planning and Budgeting Committee

Meeting Agenda - Final

Chairman George Conklin
Vice Chairman Michael Brooks
Committee Member Alan J. Sorensen
Committee Member Joseph Perrello
Committee Member Ira Steingart

Thursday, September 14, 2023

9:00 AM

Government Center

Call To Order and Pledge of Allegiance

Roll Call

Comments:

Reports:

1. Budget Office
2. Treasurer's Office
3. Audit & Control
4. ITS

Public Comment

Resolutions:

1. Accept award and authorize contract with NYS Office of Indigent Legal Services [ID-5785](#)
2. TO AUTHORIZE THE AWARD AND EXECUTION OF AN AGREEMENT WITH NAWROCKI SMITH, LLP, FOR INTERNAL AUDITING AND CONSULTING SERVICES [ID-5792](#)
3. To Modify the 2023 Budget [ID-5797](#)
Attachments: [August 31 2023 Resolution Needed.pdf](#)
4. TO AMEND THE 2023 - 2028 CAPITAL PLAN; MODIFY THE 2023 COUNTY BUDGET; AND CREATE AND FUND ASSIGNED FUND BALANCES FOR RADIO TOWER CONSTRUCTION AND O&W RAIL TRAILS [ID-5796](#)

Adjourn



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5785

Agenda Date: 9/14/2023

Agenda #: 1.

Narrative of Resolution:

Accept award and authorize contract with NYS Office of Indigent Legal Services

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

Amount to be authorized by Resolution: \$485,994.00 over three years

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE MANAGEMENT AND BUDGET COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO ACCEPT THE AWARD AND EXECUTE ANY AND ALL NECESSARY DOCUMENTS TO ENTER INTO A CONTRACT WITH THE NEW YORK STATE OFFICE OF INDIGENT LEGAL SERVICES AND MODIFICATION AGREEMENTS WITH THE SULLIVAN LEGAL AID PANEL, INC. AND SULLIVAN COUNTY CONFLICT LEGAL AID, INC (DISTRIBUTION NO. 14)

WHEREAS, New York State Office of Indigent Legal Services (“NYSOILS”) has offered the County of Sullivan (“County”) funding in the amount of \$485,994.00 over a three (3) year period commencing on January 1, 2024 through December 31, 2026, known as Distribution #14 (Contract No. C140048), in order to improve the quality of legal services provided by the County pursuant to Article 18B of the County Law of the State of New York; and

WHEREAS, in order to receive the funding, the County must accept the award and enter into an agreement with NYSOILS to administer the funding; and

WHEREAS, in order to provide the additional funding to the Sullivan Legal Aid Panel, Inc. (“Legal Aid Panel”) and the Sullivan County Conflict Legal Aid, Inc. (“Conflict Legal Aid”) it is necessary to modify their respective contracts.

NOW, THEREFORE BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager to execute any and all documentation necessary to accept the award and enter into a three (3) year agreement with NYSOILS effective January 1, 2024 through December 31, 2026 for a total amount of \$485,994.00, said documents to be in a form approved by the County Attorney; and

BE IT FURTHERED RESOLVED, that the County Manager is hereby authorized to execute modification agreements with the Legal Aid Panel for an amount not to exceed \$99,628.78 per year for a three (3) year period, and Conflict Legal Aid for an amount not to exceed \$62,369.22 per year for a three (3) year period, said modification agreement to be in a form approved by the County Attorney; and

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



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File #: ID-5792

Agenda Date: 9/14/2023

Agenda #: 2.

Narrative of Resolution:

RESOLUTION - INTRODUCED BY THE MANAGEMENT AND BUDGET COMMITTEE TO AUTHORIZE THE AWARD AND EXECUTION OF AN AGREEMENT WITH NAWROCKI SMITH, LLP, FOR INTERNAL AUDITING AND CONSULTING SERVICES

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

Amount to be authorized by Resolution: Not to exceed \$20,000

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: RFP # 23-21

WHEREAS, proposals were received by the County of Sullivan Department of Purchasing for Internal Auditing and Consulting Services pursuant to RFP# 23-21 for the Office of Audit & Control; and

WHEREAS, pursuant to said RFP, the County of Sullivan reserves the right to select the proposal that best meets the needs of the County; and

WHEREAS, the County Auditor has determined that Nawrocki Smith, LLP, 100 Motor Parkway, Suite 580, Hauppauge, New York, 11788, has the qualifications and expertise to best meet the needs for this service.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be hereby authorized to execute and Agreement with Nawrocki Smith, LLP to provide Internal Auditing and Consultation Services, on an annual basis. The Agreement may be extended, upon mutual agreement, for an additional three (3) years, on a yearly basis in accordance with RFP 23 -21 and at the hourly rates listed in the RFP response, and said contract to be in such form as the County Attorney shall approve.



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Legislative Memorandum

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File #: ID-5797

Agenda Date: 9/14/2023

Agenda #: 3.

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.

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

G/L Account	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-1165-40-4001 - CONTRACT AGENCIES			19,391	
A-1165-R4089-R167 - FED AID OTHR DEPARTMENTAL AID	19,391			
A-1620-213-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			12,000	
A-1620-22-R2410-R115 - RENTAL OF PROPERTY BUILDINGS	12,000			
A-1989-99-47-4734 - DEPT BOND/NOTE EXPENSE			2,430	
A-1989-99-47-4736 - DEPT CONTINGENT				2,430
A-3010-41-4106 - AUTO/TRAVEL REPAIRS/MAINTENANCE			1,685	
A-3010-42-4203 - OFFICE OFFICE SUPPLIES			633	
A-3010-45-4506 - SPEC DEPT SUPPLY PUBLIC SAFETY			564	
A-3010-R4389-R338 - FED AID PUBLIC SAFETY OTHER	1,685			
A-3010-R4389-R338 - FED AID PUBLIC SAFETY OTHER	564			
A-3010-R4389-R338 - FED AID PUBLIC SAFETY OTHER	633			
A-4320-41-40-4013 - CONTRACT CONTRACT OTHER			63,332	
A-4320-41-42-4201 - OFFICE ADVERTISING			50,000	
A-4320-41-R4489-R167 - FED AID OTHR HEALTH DEPARTMENTAL AID	50,000			
A-4320-41-R4489-R167 - FED AID OTHR HEALTH DEPARTMENTAL AID	63,332			
A-7610-87-40-4001 - CONTRACT AGENCIES			52,550	
A-7610-87-47-4752 - DEPT MISC PROGRAM EXP			300	
A-7610-87-R4772-R245 - FED AID AGING PROGRM MEDICAL INSURNCE COUNSELNG	300			
A-7610-88-R4772-R254 - FED AID AGING PROGRM NUTRITION	52,550			
A Fund Total	200,455	-	202,885	2,430
D-5110-45-45-4528 - SPEC DEPT SUPPLY CATCH BASIN			6,500	
D-5142-45-4533 - SPEC DEPT SUPPLY LIQUID ICE CNTRL MATERIAL				6,500
D Fund Total	-	-	6,500	6,500



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File #: ID-5796

Agenda Date: 9/14/2023

Agenda #: 4.

Narrative of Resolution:

TO AMEND THE 2023 - 2028 CAPITAL PLAN; MODIFY THE 2023 COUNTY BUDGET; AND CREATE AND FUND ASSIGNED FUND BALANCES FOR RADIO TOWER CONSTRUCTION AND O&W RAIL TRAILS

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

Amount to be authorized by Resolution: Click or tap here to enter text.

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures:

Click or tap here to enter text.

TO AMEND THE 2023 - 2028 CAPITAL PLAN; MODIFY THE 2023 COUNTY BUDGET; AND CREATE AND FUND ASSIGNED FUND BALANCES FOR RADIO TOWER CONSTRUCTION AND O&W RAIL TRAILS

WHEREAS, Sullivan County has identified various needs within the county to improve radio communications, promote tourism, purchase equipment for DPW and provide upgrades to information technology infrastructure to address security, employee productive and expanded storage requirements, and

WHEREAS, in order to complete these projects the 2023 - 2028 Capital Plan needs to be amended to include funding for Radio Tower Construction for improved communications within the county; funding for the O&W Rail Trails to promote tourism; funding for capital equipment in DPW; and funding for IT Infrastructure to address security, employee productivity and expanded storage requirements, and

WHEREAS, the 2023 County Budget will require modifications to increase appropriations and provide funding for these increased appropriations.

NOW THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature authorizes the 2023 - 2028 Capital Plan be modified to reflect the following:

Provide funding for the O&W Rail Trails to promote tourism	\$500,000
Provide funding for Radio Tower Construction	\$1,500,000
Provide funding for upgrades to IT infrastructure	\$1,641,500
Provide funding for Equipment in DPW	\$1,358,500

BE IT FURTHER RESOLVED, that the Sullivan County Legislature authorizes the following 2023 county budget modification to fund the IT infrastructure upgrades and the DPW equipment referenced above:

Increase A-1680-21-2106 Fixed Electronic/Computer Equipment	\$1,641,500
Increase DM-5130-48-21-2105 Fixed Automotive Equipment	\$1,358,500
Increase A-9999-R1110-R239 Sales and Use Tax	\$3,000,000

BE IT FURTHER RESOLVED, that the Sullivan County Legislature creates and funds the following from anticipated Sales Tax Revenue:

Assigned Fund Balance - Radio Tower Construction	\$1,500,000
Assigned Fund Balance - O&W Rail Trails	\$500,000