



RESOLUTION NO. 235 of 2019

DATED: October 1, 2019

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**RESOLUTION AMENDING THE 2019 OPERATING BUDGET AND AUTHORIZING THE COUNTY EXECUTIVE TO ENTER INTO A CONTRACT WITH NYSID AND GENERAL CODE - DIGITIZATION GRANT (HISTORY & ARCHIVES)**

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**Resolution by Legislator:** Purtell

**Seconded by:** Wilson

**WHEREAS**, Montgomery County received a 2019-2020 grant in the amount of \$17,325 from the New York State Local Government Records Management Improvement Fund for a project scanning Montgomery County payroll records for import into an electronic content management system; and

**WHEREAS**, said funds will be used to provide for a project scanning records for Montgomery County for import into an electronic content management system; and

**WHEREAS**, New York State Industries for the Disabled, Inc. (NYSID) will digitize the aforementioned records and General Code will provide backfile processing of the scanned images for import into the Laserfiche software; and

**RESOLVED**, that the County Legislature hereby authorizes acceptance of the grant award, and that the County Executive, following review and approval by the County Attorney, hereby is authorized and directed to sign agreements with New York State Industries for the Disabled, Inc. (NYSID) to digitize the aforementioned records, and with General Code for the backfile processing; and

**FURTHER RESOLVED**, that said agreements, which shall commence on October 1, 2019 and end on June 30, 2020, shall provide for compensation in amounts not to exceed \$14,135 (NYSID) and \$3,190 (General Code).

**FURTHER RESOLVED**, that the County Treasurer is hereby directed to amend the 2019 Operating Budget:

**INCREASE REVENUES:**

|             |           |             |
|-------------|-----------|-------------|
| A-22-3-3889 | State Aid | \$17,325.00 |
|-------------|-----------|-------------|

**INCREASE APPROPRIATIONS:**

|                      |                       |             |
|----------------------|-----------------------|-------------|
| A-22-4-7510-00-.4431 | Professional Services | \$17,325.00 |
|----------------------|-----------------------|-------------|

**RESOLUTION VOTE**, passed with Aye(9). (10/1/2019)

[Attachment](#)

[Attachment](#)

[Attachment](#)

**Statement of Legislative and Financial Impact:**

**I. Nature of Request:**

AMENDING THE 2019 OPERATING BUDGET - LASERFICHE

**II. Justification:**

It is necessary to outsource the digitization of payroll records to NYSID, a preferred source vendor on NYS Contract for document imaging, and the backfile processing of images to General Code in order to implement the fourth phase of the digitization project.

**III. Legislative Impact:**

Pursuant to Article 2 of the Charter, the Montgomery County Legislature has the power to make appropriations. Pursuant to Article 3 of the Charter the Montgomery County Executive has the authority to sign contracts.

**IV. Financial Impact:**

Budget neutral -- no impact as grant money will be used for all appropriations.

**cc:** County Clerk  
County Treasurer

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**STATE OF NEW YORK County of Montgomery ss.:**

**Voting Record**

|               |     |     |
|---------------|-----|-----|
| Kelly         | (R) | Yes |
| Sweet         | (R) | Yes |
| Dimond        | (D) | Yes |
| Headwell, Jr. | (R) | Yes |
| Wilson        | (R) | Yes |
| Duchessi      | (D) | Yes |
| Pepe          | (R) | Yes |
| Isabel        | (D) | Yes |
| Purtell       | (D) | Yes |

This is to certify that I, the Undersigned, Clerk Of The Montgomery County Legislature, have compared the foregoing copy of resolution with the original resolution now on file in the office, and which was passed by the Montgomery County Legislature on the 1st day of October, 2019, a majority of all the members elected to the Legislature voting in favor thereof, and that the same is a correct and true transcript of such original resolution and of the whole thereof.

IN WITNESS WHEREOF, I have set my hand and the official seal of the Montgomery County Legislature this 8th day of October, 2019

|                     |   |
|---------------------|---|
| <b>Totals: Aye:</b> | 9 |
| <b>Nay:</b>         | 0 |
| <b>Abstained:</b>   | 0 |
| <b>Absent:</b>      | 0 |

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**This resolution was approved by the County Executive on 10/8/2019  
Resolution was enacted on 10/8/2019**