



Sullivan County

Planning, Real Property and Economic Development Committee

Meeting Minutes - Final

Chairman Matt McPhillips
Vice Chairman Terry Blosser-Bernardo
Committee Member Luis Alvarez
Committee Member Catherine Scott
Committee Member Joseph Perrello

Thursday, February 1, 2024

10:00 AM

Government Center

Call To Order and Pledge of Allegiance

Chair Matthew McPhillips called the Planning, Real Property and Economic Development Committee meeting to order at 10:04AM.

Roll Call

Present: Matt McPhillips, Luis Alvarez, Catherine Scott and Joseph Perrello
Arrived Late: Terry Blosser-Bernardo

Comments:

Reports:

1. Division of Planning

[ID-6132](#)

Attachments: [January 2024](#)
[Dec 23 AG report](#)

Brian McPhillips, Nick Salomone
Joshua Potosek, Michelle Huck, Robert Freehill, Thomas Cawley, Dan Hust, Nancy Buck,
Chris Knapp, Heather Brown, Laura Quigley, Brian Scardafield
Jaime Schmisser, Marc Baez, Vanessa McPhillips, Jen Flad, Herb Clark, Ken Walter, Lise
Kennedy, Martha Scoppa, Lou Setren, Sandra Oxford

Commissioner Heather Brown gave an update on the Planning Division.

Sara McDowell gave an update on the Landbank.

Brian Scardefield gave an update on the Parks and Recreation Dept.

2. Division of Community Resources

[ID-6137](#)

Attachments: [2024 PCD DCR February Report](#)

Commissioner Laura Quigley gave an update on the Division of Community Resources.

3. County Treasurer

County Treasurer Nancy Buck gave an update on the Treasurer's Office.

At this point, Joseph Perrello left the meeting at 10:50AM.

5. Visitors Association

[ID-6143](#)

Attachments: [EDCFebruary Report \(003\) 1_23.docx](#)

Herb Clark gave an update on the Visitor's Association.

At this point, Luis Alvarez left the meeting at 10:51AM.

6. IDA

[ID-6156](#)

Attachments: [01-24 IDA Activity Report.docx](#)

Jen Flad gave an update on the IDA.

7. Partnership for Economic Development

[ID-6159](#)

Attachments: [CED Reports - February 2024.pdf](#)

At this point, Luis Alvarez returned to the meeting at 10:51AM.

Marc Baez gave an update on Partnership for Economic Development.

Vanessa McPhillips gave a brief update as well.

8. Chamber of Commerce

Jaime Schmeiser gave an update on the Chamber of Commerce.

Discussion:

Public Comment

1. Ken Walter made a public comment.
2. Lise Kennedy made a public comment.
3. Sandra Oxford made a public comment.
4. Lou Setren made a public comment.

Resolutions:

Catherine Scott moved to recess to immediately after Veterans Committee, seconded by Terry Bernardo at 10:59AM.

The Planning, Real Property and Economic Development Committee reconvened at 11:00AM.

Chris Knapp, Real Property Tax Director highlighted his report.

1. Rescind Resolution 352-16 and Adopt the Amended and Restated Grants Best Practices Guide [ID-6133](#)

Attachments: [Sullivan County Grants Best Practices Guide 2023 Final Version](#)

Catherine Scott moved Resolutions #1 - #4 in a block, seconded by Luis Alvarez, put to a vote and carried 5-0.

A motion was made by District 5 Legislator Catherine Scott, seconded by District 6 Legislator Luis Alvarez, that this Resolution be carried at Committee to the County Legislature meeting on 2/15/2024. The motion carried by the following vote:

Aye: Chairman McPhillips, Vice Chairman Blosser-Bernardo, District 6 Legislator Alvarez and District 5 Legislator Scott

Absent: District 7 Legislator Perrello

2. Authorize application for funding from the United States Department of Transportation FY 2024 Raise Grant Program [ID-6134](#)

A motion was made by District 5 Legislator Catherine Scott, seconded by District 6 Legislator Luis Alvarez, that this Resolution be carried at Committee to the County Legislature meeting on 2/15/2024. The motion carried by the following vote:

Aye: Chairman McPhillips, Vice Chairman Blosser-Bernardo, District 6 Legislator Alvarez and District 5 Legislator Scott

Absent: District 7 Legislator Perrello

3. Authorize the Coordination and funding of a countywide Litter Pluck Event [ID-6135](#)

A motion was made by District 5 Legislator Catherine Scott, seconded by District 6 Legislator Luis Alvarez, that this Resolution be carried at Committee to the County Legislature meeting on 2/15/2024. The motion carried by the following vote:

Aye: Chairman McPhillips, Vice Chairman Blosser-Bernardo, District 6 Legislator Alvarez and District 5 Legislator Scott

Absent: District 7 Legislator Perrello

4. To authorize a Contract between the County of Sullivan and HC Staffing & Training, LLC to provide training and education. [ID-6147](#)

A motion was made by District 5 Legislator Catherine Scott, seconded by District 6 Legislator Luis Alvarez, that this Resolution be carried at Committee to the County Legislature meeting on 2/15/2024. The motion carried by the following vote:

Aye: Chairman McPhillips, Vice Chairman Blosser-Bernardo, District 6 Legislator Alvarez and District 5 Legislator Scott

Absent: District 7 Legislator Perrello

4. Real Property Tax Services

Adjourn

There being no further business, Catherine Scott moved to adjourn, seconded by Luis Alvarez. The Planning, Real Property and Economic Development Committee was adjourned at 11:04AM.