



# Sullivan County County Legislature

100 North Street  
Monticello, NY 12701

## Meeting Agenda - Final - Revised

Chairman Nadia Rajsz  
Vice Chairman Joseph Perrello  
Legislator Matt McPhillips  
Legislator Brian McPhillips  
Legislator Nicholas Salomone Jr.  
Legislator Catherine Scott  
Legislator Luis Alvarez  
Legislator Amanda Ward  
Legislator Terry Blosser-Bernardo

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**Thursday, May 16, 2024**

**10:30 AM**

**Government Center**

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**Call to Order and Pledge of Allegiance**

**Roll Call of Legislators**

**Communications**

**Public Comment**

**Resolutions**

1. To Create an Additional Full-Time Public Health Physical Therapist and Full-Time Public Health Occupational Therapist for the Department of Public Health [ID-6302](#)
2. To apply for and accept the 2024-2025 New York Office of Parks, Recreation & Historic Preservation Snowmobile Trail Grant-in-Aid Program and enter into a contract with the Sullivan County Trail Association. [ID-6365](#)
3. To authorize the pay rates for the Crew Leader position for the Summer Youth Employment Program (SYEP). [ID-6382](#)
4. To authorize the hourly pay rates and a performance-based work incentive for the Summer Youth Employment Program (SYEP). [ID-6383](#)
5. Resolution to authorize the County Manager to execute an agreement for Guide Rail Replacements on portions of various County Roads with the lowest responsible bidder (EMI Guide Rail, LLC) for the replacement of approximately 10,000 feet of guide rail. [ID-6389](#)

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| 6. Resolution to authorize the County Manager to execute an agreement for construction support and inspection services with Barton & Loguidice D.P.C. for the replacement of County Bridge 77 (BRIDGE NY funded).  | <a href="#"><u>ID-6390</u></a> |
| 7. Resolution to authorize the County Manager to execute an agreement for construction work to the lowest responsible bidder of bid B-24-01 as recommended by the Division of Public Works to replace Bridge 77.   | <a href="#"><u>ID-6391</u></a> |
| 8. Authorize settlement with Herbert   | <a href="#"><u>ID-6403</u></a> |
| 9. To authorize a contract modification agreement with Rural Law Center to provide legal services for the Sullivan County Office for the Aging.  | <a href="#"><u>ID-6405</u></a> |
| <b><u>Sponsors:</u></b> Office for the Aging and Deoul   |                                |
| 10. To support the preparation and submission of an application to the Round 8 Restore NY program, by the County Division of Planning, Community Development & Environmental Management to request funding for the rehabilitation of buildings in Monticello's Broadway Corridor.  | <a href="#"><u>ID-6407</u></a> |
| 11. To authorize the County Manager, Chairman of the County Legislature, and/or their authorized representative to execute any and all necessary documents to submit an application to the U.S. Department of Transportation for an ATIIP Program planning grant of up tot \$1,680,000 with a required match of \$420,000 to fund necessary design and engineering of the trail road crossings | <a href="#"><u>ID-6408</u></a> |
| 12. To authorize the execution of a modification agreement with Alta Planning and Design, Inc. to include an additional \$75,000 to advance engineering and design activities on the Sullivan O&W Rail Trail in Parksville, NY   | <a href="#"><u>ID-6409</u></a> |
| 13. To approve the proposed exempt actions so that the Department of Planning shall eliminate the need for review and comment on such local actions and to authorize the County Manager to execute all necessary municipal corporation agreements.   | <a href="#"><u>ID-6410</u></a> |
| <b><u>Attachments:</u></b> <a href="#"><u>GML239 Municipal Exemptions Schedule A</u></a>   |                                |
| 14. To authorize the execution of a Federal Section 5311 Formula Grant for Rural Area Program Agreement with the NYS Department of Transportation.   | <a href="#"><u>ID-6413</u></a> |
| 15. To Authorize the County Manager to execute Agreements between the Department of Public Health and various service providers  | <a href="#"><u>ID-6414</u></a> |
| 16. To create a permanent part time Sheriff's Department Accounts Payable Coordinator and abolish the temporary part time Accounts Payable Coordinator Position in the Sheriff's Office  | <a href="#"><u>ID-6415</u></a> |
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| 17. To enter into agreement with Adelphi University  | <a href="#"><u>ID-6418</u></a> |
| 18. Apportion the 2024 1st Quarter Mortgage Tax  | <a href="#"><u>ID-6424</u></a> |
| <b><u>Attachments:</u></b> <a href="#"><u>AU202 1st page</u></a><br><a href="#"><u>AU202 2nd page</u></a>  |                                |
| 19. To Modify the 2024 Budget  | <a href="#"><u>ID-6431</u></a> |
| <b><u>Attachments:</u></b> <a href="#"><u>April 30 2024 Resolution Needed.pdf</u></a>  |                                |
| 20. Authorize a grant application under the NYS DOH County Emergency Medical Services support grant to develop programs that will increase EMS Sustainability at the County level.   | <a href="#"><u>ID-5826</u></a> |
| <b><u>Attachments:</u></b> <a href="#"><u>2024_NYSDOH_EMS Support Grant</u></a>  |                                |
| 21. Acknowledge the Sullivan County Correctional Officers and Correctional Employees   | <a href="#"><u>ID-6433</u></a> |
| 22. Set salary for the Deputy County Attorney  | <a href="#"><u>ID-6329</u></a> |
| 23. Set Salary for the Confidential Secretary in the County Attorney's Office  | <a href="#"><u>ID-6331</u></a> |
| 24. To Appoint Dr. Ellsweig to the Health Services Advisory Board for the Department of Public Health  | <a href="#"><u>ID-6396</u></a> |
| 25. The Legislative Discretionary Funding program is designed to assist Sullivan County and County-oriented entities with achieving such goals as public safety, public health, youth services, community development, and economic development                | <a href="#"><u>ID-6402</u></a> |
| 26. RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AMEND RESOLUTION 117-24 TO INCLUDE \$.50 INCREASE LANGUAGE FOR SEASONAL PART-TIME, AND PER-DIEM POSITIONS IN THE PARKS, RECREATION AND BEAUTIFICATION DEPARTMENT AS REFLECTED IN "REVISED SCHEDULE A." | <a href="#"><u>ID-6432</u></a> |
| <b><u>Attachments:</u></b> <a href="#"><u>Parks and Rec - Revised Schedule A - Return Employee Increase 4-2024</u></a>   |                                |
| 27. Authorize the renewal of the Retainer Agreement with Bryan Kaplan.   | <a href="#"><u>ID-6434</u></a> |
| 28. TO MODIFY RESOLUTION NO. 398-23 IN ORDER TO SUSTAIN AUTHORIZED SERVICES USING OPIOID SETTLEMENT FUNDS  | <a href="#"><u>ID-6435</u></a> |
| 29. Approve the three (3) 2025 Police Traffic Safety Grants and one (1) 2025 Child Passenger Safety Grant  | <a href="#"><u>ID-6437</u></a> |
| 30. Establish a Standard Work Day for Elected and Appointed Officials  | <a href="#"><u>ID-6438</u></a> |
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31. To authorize the County Manager to apply for and accept the FY2024 Public Safety Answering Points (PSAP) Operations Grant Program award administered by the New York State Division of Homeland Security and Emergency Services (NYS DHSES) [ID-6439](#)
32. To authorize the County Manager to apply for and accept the FY2024 Statewide Interoperable Communications (SICG) Formula-Based Grant Program administered by the New York State Division of Homeland Security and Emergency Services (NYS DHSES) [ID-6442](#)
33. Authorizes award and execution of an agreement with Delaware Engineering, D.P.C., to develop a Countywide assessment of potable water and wastewater infrastructure. The County is focused on safeguarding its local and regional water supply, balancing land use needs with available water resources and supporting smart development and water sustainability, for both current and future residents. The resulting assessment will support the County's commitment to maintaining water quality and quantity to meet the needs of the population and the environment, by identifying important infrastructure such as water and sewer lines, potable water facilities and wastewater treatment facilities. It will foster improvements to current infrastructure related to safe drinking water and wastewater treatment and guide development throughout the County by supplying a detailed understanding of existing conditions. [ID-6446](#)
34. TO AUTHORIZE A NEW 3-YEAR AGREEMENT WITH CATALIS COURTS & LAND RECORDS, LLC FOR THEIR CASELOAD EXPLORER SOFTWARE SOLUTION [ID-6447](#)
35. Abolish and Create positions in the Department of Public Health and Department of Community Services [ID-6454](#)
36. Cancel Outstanding property taxes [ID-6455](#)

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**37. RESOLUTON INTRODUCED BY EXECUTIVE COMMITTEE TO  
AUTHORIZE CERTIFICATE OF WITHDRAWAL****ID-6456**

WHEREAS, the County Treasurer is the Real Property Tax Enforcement Officer for the County of Sullivan pursuant to the Real Property Tax Law of the State of New York; and

WHEREAS, the County Treasurer filed a List of Delinquent Taxes on or about November 1, 2022 which included the parcels known as Town of Liberty tax map #29.-2-2.1 and 31.-1-38; and

WHEREAS, the County Treasurer commenced the tax foreclosure proceeding for unpaid 2022 taxes on November 15, 2023; and

WHEREAS, Town of Liberty tax map #29.-2-2.1 and 31.-1-38, meet one or more of the criteria so that it should be withdrawn from the foreclosure proceeding pursuant to §1138 of the Real Property Tax Law, in that if the County were to acquire the parcel, there is a significant risk that it might be exposed to a liability substantially in excess of the amount that could be recovered by enforcing the tax lien; and

WHEREAS, Town of Liberty tax map #29.-2-2.1 is a 97' x 119.2' strip of land which was the site of a former gas station. Town of Liberty tax map #31.-1-38 is a 0.18 acre of land with improvements including a former gas station; and

WHEREAS, based upon the foregoing, the County Treasurer and Real Property Advisory Board have determined that it would be in the best interest of the County to execute and file a Certificate of Withdrawal of this parcel from the foreclosure proceeding; and

WHEREAS, the County Treasurer and Real Property Advisory Board have determined that the commencement of supplementary proceedings against said parcel pursuant to §1138(5) of the Real Property Tax Law in the manner provided by §990 of the Real Property Tax Law would not be an effective means to enforce collection of the delinquent tax liens at the present time because the property is a 4.68 acre parcel of land which is a private road in disrepair. All adjacent property owners were previously afforded an opportunity to purchase said parcel from the County and none of the owners were interested in doing so. In addition, the Town of Liberty previously offered to adopt said road as a Town Road, but required that substantial improvements be done to make it a legal road prior to adoption, which the adjacent property owners were not willing to do; and

WHEREAS, there is no practical method to enforce the collection of the delinquent tax liens regarding said parcel and that a supplementary

proceeding to enforce collection of the taxes would not be effective; and

WHEREAS, considering all of the circumstances set forth above, it would be in the best interest of the County to have the County Treasurer execute and file a Certificate of Cancellation and a Certificate of Prospective Cancellation affecting said parcel; and

WHEREAS, the County has made the other tax districts whole regarding the delinquent tax liens affecting said parcels; and

WHEREAS, it would be in the best interest of the County to charge back to the various municipal corporations the amount so credited or guaranteed;

NOW, THEREFORE, BE IT RESOLVED, that after the filing of said Certificate of Withdrawal, the County Treasurer is hereby authorized to issue a Certificate of Cancellation pursuant to §1138(6)(b) and to charge back to the affected municipal corporations the amounts so credited or guaranteed pursuant to §1138(6)(c), and to issue a Certificate of Prospective Cancellation pursuant to §1138(6)(d) and to file a copy of same with the Assessor of the assessing unit in which said parcel is located, and with the County Director of Real Property Tax Services pursuant to §1138(6)(d) of the Real Property Tax Law, thereby making said parcel exempt until this governing body shall determine that said parcel should be restored to the taxable portion of the assessment roll.

38. To Modify the 2024 Budget

[ID-6374](#)

**Attachments:** [March 31 2024 Resolution Needed - B.pdf](#)

39. To create a Deputy County Administrator of the Adult Care Center.

[ID-6465](#)

## Recognition of Legislators

## Executive Session

## Adjournment or Close

# Sullivan County

## Legislative Memorandum

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**File #:** ID-6302

**Agenda Date:** 5/16/2024

**Agenda #:** 1.

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**Narrative of Resolution:**

To Create an Additional Full-Time Public Health Physical Therapist and Full-Time Public Health Occupational Therapist for the Department of Public Health

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

**Amount to be authorized by Resolution:** \$296,954.00 - Budget Modification is necessary

**Are funds already budgeted?** No

**Specify Compliance with Procurement Procedures:**

**INTRODUCED BY THE HEALTH AND HUMAN RESOURCES COMMITTEE TO CREATE IN THE DEPARTMENT OF PUBLIC HEALTH THE ADDITIONAL POSITIONS OF PHYSICAL THERAPIST AND OCCUPATIONAL THERAPIST**

**WHEREAS**, due to CMS Regulations, contractual staff are unable to open new cases which in turns requires skilled nursing to open therapy only cases and incurring waste if both time and salary, the Director of the Department of Public Health has expressed a need to create an additional full-time Public Health Physical Therapist and an additional full-time Public Health Occupational Therapist position to provide and maintain consistent and dependable Physical and Occupational Therapy services to our CHHA patients; and

**WHEREAS**, the Director of Public Health believes that the needs of the Department would be best served if said positions were created; and

**WHEREAS**, while these positions are not mandated, they are revenue producing positions and will reduce contractual costs; and

**NOW, THEREFORE, BE IT RESOLVED** that the Sullivan County Legislature authorize the creation of an additional full-time Public Health Physical Therapist position and an additional full-time Occupational Therapist position for the Department of Public Health, to advertise for said position, and give permission to the Public Health Director to appoint a qualified applicant to each position; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby sets the annual salary for the full-time Public Health Physical Therapist position at an amount not to exceed \$101,999.00, and the salary for the full-time Public Health Occupational Therapist at an amount not to exceed \$101,999.00; and

**BE IT FURTHER RESOLVED**, that the Director of Public Health is authorized to fill these new positions immediately.



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6365

**Agenda Date:** 5/16/2024

**Agenda #:** 2.

**Narrative of Resolution:**

To apply for and accept the 2024-2025 New York Office of Parks, Recreation & Historic Preservation Snowmobile Trail Grant-in-Aid Program and enter into a contract with the Sullivan County Trail Association.

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

**Amount to be authorized by Resolution:** \$4,500

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:** A-7110-39-40-4001

**RESOLUTION INTRODUCED BY PLANNING AND COMMUNITY RESOURCES COMMITTEE TO AUTHORIZE SUBMISSION OF A NEW YORK OFFICE OF PARKS, RECREATION & HISTORIC PRESERVATION SNOWMOBILE TRAIL GRANT-IN-AID PROGRAM APPLICATION, AND THE EXECUTION OF CONTRACT BETWEEN SULLIVAN COUNTY TRAIL ASSOCIATION (“SCTA”) AND THE COUNTY OF SULLIVAN (“COUNTY”)**

**WHEREAS**, the County of Sullivan and SCTA recognize that the maintenance and improvement of snowmobile trails would serve the interests of and redound to the benefit of Sullivan County citizens and tourists; and

**WHEREAS**, the County, on behalf of SCTA, seeks to obtain funding through the New York Office of Parks, Recreation, & Historic Preservation Snowmobile Trail Grant-in-Aid Program to provide maintenance and improvements along publically accessible designated snowmobile trails within Sullivan County; and

**WHEREAS**, the County would be the designated Local Sponsor, as required by this Grant-in-Aid program, with respect to the administration of the required documentation; and

**WHEREAS**, the County as the Local Sponsor, with the respect to the funding, would act solely as a pass through, retaining up to 10% of the State provided funds to cover administrative costs.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and / or their authorized representative (*as required by the funding source*) to execute any and all necessary documents to submit the 2024-2025 New York Office of Parks, Recreation, & Historic Preservation Snowmobile Trail Grant-in-Aid Program application for funding; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager,



and / or Chairman of the County Legislature (*as required by the funding source*) to accept the award, and enter into an award agreement or contract to administer the funding secured, in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, that the County Manager is hereby authorized to execute the New York State Snowmobile Trail Grant-in-Aid Agreement between Sullivan County Trail Association and the “County of Sullivan” for the period commencing April 1, 2024 through March 31, 2025, subject to the approval of the County Attorney; and

**BE IT FURTHER RESOLVED**, that should the New York Office of Parks, Recreation, & Historic Preservation Snowmobile Trail Grant-in-Aid Program funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.

# Sullivan County

## Legislative Memorandum

**File #:** ID-6382

**Agenda Date:** 5/16/2024

**Agenda #:** 3.

**Narrative of Resolution:**

**RESOLUTION INTRODUCED BY THE HUMAN RESOURCES COMMITTEE TO AUTHORIZE THE PAY RATES FOR THE CREW LEADER POSITION FOR THE SUMMER YOUTH EMPLOYMENT PROGRAM (SYEP)**

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

**Amount to be authorized by Resolution:** 18,200.00

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:** N/A

**WHEREAS**, the Office of Temporary and Disability Assistance (OTDA) provides State funds to the Department of Social Services (DSS) who in turn has an MOU with the Sullivan County Center for Workforce Development (CWD) to administer the New York State Summer Youth Employment Program (SYEP); and

**WHEREAS**, SYEP is an important platform to introduce eligible youth in the workforce, help them acquire skills that can be used to improve school performance, and become responsible adults. These youth participants are supervised and taught by Crew Leaders; and

**WHEREAS**, CWD currently has budgeted four (4) Crew Leader positions and seeking to only fill three (3) of the positions budgeted in order to cover the salary and benefits needed. This is a six (6) week program for participants, but Crew Leaders may work additional weeks or hours if needed, at a pay rate of \$25 per hour; and

**WHEREAS**, all funds, salaries and benefits are paid for through OTDA under the MOU with DSS which are made available and in effect from May 1, 2024 through October 31, 2024; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby agrees to allow CWD to fill the three (3) positions at a pay rate of \$25 per hour for an amount not to exceed the 2024 budgeted amount. All terms and conditions are contingent upon the County receiving the necessary funding allocations.

# Sullivan County

## Legislative Memorandum

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**File #:** ID-6383

**Agenda Date:** 5/16/2024

**Agenda #:** 4.

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**Narrative of Resolution:**

**RESOLUTION TO AUTHORIZE THE HOURLY PAY RATES AND A PERFORMANCE-BASED WORK INCENTIVE FOR THE SUMMER YOUTH EMPLOYMENT PROGRAM (SYEP)**

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

**Amount to be authorized by Resolution:** \$150,000.00

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:** N/A

**WHEREAS**, the Office of Temporary and Disability Assistance (OTDA) provides funds to the Department of Social Services (DSS), who in turn has an MOU with the Sullivan County Center for Workforce Development (CWD) to administer the New York State Summer Youth Employment Program (SYEP); and

**WHEREAS**, SYEP is an important platform to introduce eligible youth into the workforce, help them acquire skills that can be used to improve school performance, and become responsible adults; and

**WHEREAS**, CWD created a performance-based work incentive policy approved by OTDA allowing the participants to earn up to an additional \$300 for the six (6) week program. This will challenge the participants to do a good job based on the incentive categories outlined. This will identify up to fifty (50) eligible participants as deserving based on their performance for an amount not to exceed \$15,000.00; and

**WHEREAS**, the pay rates and performance-based work incentives are paid for through the OTDA under the MOU with DSS, which is made available and in effect from May 1, 2024 through October 31, 2024. Pay rates would be paid out in accordance with the County of Sullivan's payroll schedule and the incentives would be paid out in the form of gift cards to local businesses for clothing and/or food; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the pay rates and the performance-based work incentives as indicated above. The Sullivan County Legislature also authorizes the fifty (50) positions to be filled. All terms and conditions are contingent upon the County receiving the necessary funding allocation, and the incentives are contingent upon suitable funds.

# Sullivan County

## Legislative Memorandum

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**File #:** ID-6389

**Agenda Date:** 5/16/2024

**Agenda #:** 5.

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**Narrative of Resolution:**

Resolution to authorize the County Manager to execute an agreement for Guide Rail Replacements on portions of various County Roads with the lowest responsible bidder (EMI Guide Rail, LLC) for the replacement of approximately 10,000 feet of guide rail.

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

**Amount to be authorized by Resolution:** \$966,636.00

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:**

B-24-16

**RESOLUTION INTRODUCED BY PUBLIC WORKS COMMITTEE TO AUTHORIZE THE  
COUNTY MANAGER TO EXECUTE AN AGREEMENT FOR GUIDE RAIL REPLACEMENTS ON  
VARIOUS COUNTY ROADS**

**WHEREAS**, bids were received for Guide Rail Replacements on various County Roads, and

**WHEREAS**, EMI Guide Rail, LLC, 693 River Road, Schenectady, New York 12306, is the lowest responsible bidder for this project, and

**WHEREAS**, the Sullivan County Division of Public Works has reviewed said bid and recommends that an agreement be executed.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be and hereby is authorized to execute an agreement with EMI Guide Rail, LLC, at a total price not to exceed **\$966,636.00** in accordance with B-24-16, said contract to be in such form as the County Attorney shall approve.

# Sullivan County

## Legislative Memorandum

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**File #:** ID-6390

**Agenda Date:** 5/16/2024

**Agenda #:** 6.

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**Narrative of Resolution:**

Resolution to authorize the County Manager to execute an agreement for construction support and inspection services with Barton & Loguidice D.P.C. for the replacement of County Bridge 77 (BRIDGE NY funded).

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

**Amount to be authorized by Resolution:** \$471,000.00

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:**

N/A

**RESOLUTION INTRODUCED BY PUBLIC WORKS COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO EXECUTE AN AGREEMENT WITH BARTON & LOGUIDICE D.P.C., FOR THE COUNTY BRIDGE 77, COUNTY ROUTE 22 OVER BEAVER BROOK REPLACEMENT PROJECT ("PROJECT") FOR CONSTRUCTION SUPPORT AND INSPECTION SERVICES.**

**WHEREAS**, Resolution 207-22 authorized the agreement with Barton & Loguidice D.P.C. to provide preliminary engineering/design services for the Project; and

**WHEREAS**, the preliminary engineering/design services for the Project have been completed by Barton & Loguidice D.P.C. and an agreement for providing construction support and inspection services for the construction of the project is needed; and

**WHEREAS**, the project is eligible for 95% Federal funding through the NYSDOT BridgeNY funding program; and

**WHEREAS**, the Division of Public Works recommends the award of an agreement for construction support and inspection services to the firm of Barton & Loguidice D.P.C. at a cost not to exceed \$471,000.00.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is authorized to execute an Agreement for construction support and inspection services with Barton & Loguidice D.P.C. at a cost not to exceed \$471,000, said contract to be in such form as the County Attorney shall approve.



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

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**File #:** ID-6391

**Agenda Date:** 5/16/2024

**Agenda #:** 7.

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**Narrative of Resolution:**

Resolution to authorize the County Manager to execute an agreement for construction work to the lowest responsible bidder of bid B-24-01 as recommended by the Division of Public Works to replace Bridge 77.

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

**Amount to be authorized by Resolution:** \$3,978,718.50

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:**

B-24-01

**RESOLUTION INTRODUCED BY PUBLIC WORKS COMMITTEE TO**

**AUTHORIZE THE COUNTY MANAGER TO EXECUTE AN AGREEMENT WITH SULLIVAN COUNTY PAVING & CONSTRUCTION INCORPORATED, FOR THE REPLACEMENT OF COUNTY BRIDGE NO. 77.**

**WHEREAS**, bid proposals were received for the Project to replace County Bridge 77, located on County Road 22 in the Town of Highland; and

**WHEREAS**, Sullivan County Paving & Construction Incorporated, is the lowest responsible bidder; and

**WHEREAS**, the project is eligible for \$3,779,782.58 in Federal funding through the Bridge NY program; and

**WHEREAS**, the Division of Public Works has reviewed the bids and recommends award.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is authorized to execute an agreement with Sullivan County Paving & Construction Incorporated, in an amount not to exceed \$3,978,718.50 in accordance with Bid No. B-24-01, and shall be in such form as the County Attorney shall

approve.



Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

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**File #:** ID-6403

**Agenda Date:** 5/16/2024

**Agenda #:** 8.

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**Narrative of Resolution:**

Authorize settlement with Herbert

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

**Amount to be authorized by Resolution:** \$6,500

**Are funds already budgeted?** No

**Specify Compliance with Procurement Procedures:** N/A

**RESOLUTION INTRODUCED BY MANAGEMENT AND BUDGET COMMITTEE TO APPROVE A SETTLEMENT**

**WHEREAS**, a former inmate at the Sullivan County Jail is suing the County in federal court;

**WHEREAS**, the Chief Jail Administrator believes that settlement is in the best interest of the County;

**WHEREAS**, the County Attorney's Office agrees that settlement is in the best interest of the County;

**NOW THEREFORE BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes payment to Jeremiah Herbert in the amount of Six Thousand Five Hundred dollars (\$6,500) for purposes of settlement.



# Sullivan County

## Legislative Memorandum

**File #:** ID-6405

**Agenda Date:** 5/16/2024

**Agenda #:** 9.

**Narrative of Resolution:**

**RESOLUTION INTRODUCED BY PLANNING AND COMMUNITY RESOURCES COMMITTEE TO AUTHORIZE A CONTRACT MODIFICATION AGREEMENT WITH RURAL LAW CENTER TO PROVIDE LEGAL SERVICES FOR THE SULLIVAN COUNTY OFFICE FOR THE AGING.**

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

**Amount to be authorized by Resolution:** \$10,000.00

Federal Funds: \$9,000 Title IIIB (Additional CARES SSC6 funding)

County Funds: \$1,000.00

**Are funds already budgeted? Yes**

**Specify Compliance with Procurement Procedures:**

WHEREAS, pursuant to resolution 367-23, the Sullivan County Office for the Aging entered into contract with Rural Law Center of New York for the provision of mandated legal services for seniors in Sullivan County, and

WHEREAS, the initial contact period ends September 30, 2024, and

WHEREAS, the amount for the initial contract period is not to exceed \$10,000, and

WHEREAS, Rural Law Center of New York has provided services to over 25 individuals as of March 31, 2024 and the initial amount of \$10,000 is almost depleted, and

WHEREAS, without increasing the amount of the contract, no further legal services can be provided to referred Seniors until after September 30, 2024, and

WHEREAS, there is residual stimulus funding available that Sullivan County Office for the Aging can allocate for these services to avoid a lapse in services, and

WHEREAS, all other terms and conditions of the contract remain the same.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to execute a modification of the contract with Rural Law Center of New York for provision of mandated legal services for senior citizens as required by the New York State Office for the Aging, to increase the current contract period not to exceed \$20,000.00 for the period of 10/1/2023-9/30/2024.

BE IT FURTHER RESOLVED, that the form of such agreement be approved by the Sullivan County Department of Law.

# Sullivan County

## Legislative Memorandum

**File #:** ID-6407

**Agenda Date:** 5/16/2024

**Agenda #:** 10.

### **Narrative of Resolution:**

The County seeks to submit a Restore NY Round 8 application for funding to provide \$216,000 for renovation and rehabilitation of two commercial properties in Monticello, NY. The application would be submitted on behalf of the property owner with no County cost with the exception of a \$500 application fee.

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

**Amount to be authorized by Resolution:** \$500

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:** A-8020-90-47-4763

### **RESOLUTION INTRODUCED BY MATTHEW MCPHILLIPS, DISTRICT 1 LEGISLATOR, TO AUTHORIZE THE APPLICATION FOR THE RESTORE NEW YORK ROUND 8 GRANT PROGRAM**

**WHEREAS**, Empire State Development has issued a Request for Funding Proposals for Round 8 of the Restore NY Communities Initiative that will provide financial assistance for the revitalization of commercial and residential properties through the elimination and redevelopment of blighted structures; and

**WHEREAS**, the County of Sullivan (“County”) seeks to promote community and economic development, historic preservation, vacancy reduction, Main Street revitalization, small business development, and neighborhood stability; and

**WHEREAS**, the County, in cooperation with the Town of Thompson and the Village of Monticello developed the Grow the Gateways (GTG) Plan that identified the Broadway Corridor as the area’s primary commercial and tourist gateway, and consequently a priority for redevelopment; and

**WHEREAS**, the GTG Plan presents a vision to revitalize Broadway as a center of commerce and tourism by improving and making better use of its physical infrastructure, creating incentives for new investment, encouraging the restoration of the streetscape to its historical character, and improving the pedestrian experience with attractive shops, storefronts, and civic institutions; and

**WHEREAS**, Jafri and Sons Variety LLC owns significant buildings on Broadway in Monticello whose redevelopment would serve as anchors for the area’s revitalization, and which would greatly benefit from the financial assistance provided by the Restore NY program; and

**WHEREAS**, Jafri and Sons Variety LLC has committed to rehabilitating its Broadway properties and reducing vacant store fronts; and

**WHEREAS**, the program requires an application fee of \$500 for the County, based on Village wherein the project is located; and

**WHEREAS**, the County is eligible to apply for Restore NY Round 7 funding to support the redevelopment of vacant, abandoned and blighted structures.

**NOW, THEREFORE, BE IT RESOLVED** that the Sullivan County Legislature supports the preparation and

submission of an application to the Round 8 Restore NY program, by the County Division of Planning, Community Development & Environmental Management, to request funding for the rehabilitation of buildings in Monticello's Broadway Corridor; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature and/or their authorized representative (as required by the funding source) to execute any and all necessary documents to submit the Restore NY Round 8 Grant application for funding and to accept the grant, if awarded and to execute any and all necessary documents in order to administer the grant and disburse funds to the project developer(s), in such forms as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes payment of the \$500 application fee required by the funding program; and

**BE IT FURTHER RESOLVED**, that the proposed financing is appropriate for the rehabilitation project and poses no burden on the County other than the above-mentioned application fee and resources required to administer the grant, if awarded; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature finds that the project will facilitate effective and efficient use of existing and future public resources so as to promote both economic development and preservation of community resources; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature finds the proposed project in Monticello will develop and enhance infrastructure and other facilities in the downtown corridor in a manner that will attract, create, and sustain employment opportunities throughout the corridor and beyond; and

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

# Sullivan County

## Legislative Memorandum

**File #:** ID-6408

**Agenda Date:** 5/16/2024

**Agenda #:** 11.

**Narrative of Resolution:**

The Division of Planning, Community Development and Environmental Management is committed to funding the design and engineering of capital projects along the O&W Rail Trail. The Active Transportation Infrastructure Investment Program, (ATIIP) through the Department of Transportation Federal Highway Administration provides funding to support these activities. This resolution authorizes submission of an application as well as execution of documents necessary to accept the award if the application is successful. The application would request \$1,680,000 to fund necessary design and engineering of the trail road crossings, with a \$420,000 match required.

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

**Amount to be authorized by Resolution:** \$420,000

**Are funds already budgeted?** No

**Specify Compliance with Procurement Procedures:** to be addressed in the 2025 operating budget

**RESOLUTION INTRODUCED BY THE PLANNING & COMMUNITY DEVELOPMENT COMMITTEE TO AUTHORIZE AN APPLICATION FOR FUNDING FROM THE UNITED STATES DEPARTMENT OF TRANSPORTATION'S FY2024 ATIIP GRANT PROGRAM TO ADVANCE BUILDOUT OF THE SULLIVAN O&W RAIL TRAIL**

**WHEREAS**, a Notice of Funding Opportunity (*NOFO*) for \$44.55 Million has been issued to solicit applications for projects to be funded under the Active Transportation Infrastructure Investment Program, (*ATIIP*) through the Department of Transportation Federal Highway Administration; and

**WHEREAS**, ATIIP is one of the few DOT discretionary programs for which regional and local governments can directly compete for multimodal transportation funding, supporting projects such as rail trails; and

**WHEREAS**, the Sullivan County Division of Planning, Community Development & Environmental Management is pursuing implementation of the Sullivan O&W Rail Trail Feasibility study which details plans for connecting the existing, locally-oriented sections of developed rail trail in Sullivan County into a regionally-scaled facility, eventually linking 11 hamlet and village centers on the main line, and a spur that would connect the trail with the Metro-North commuter rail line in Port Jervis; and

**WHEREAS**, the Division of Planning and Community Development, working in conjunction with trail municipalities and organization partners, has identified an immediate need for FY2024 ATIIP grant funding to support and build the inter-municipal trail connections through the design and engineering of trail road intersections.

**NOW, THEREFORE, BE IT RESOLVED**, the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and/or their authorized representative (*as required by the funding source*) to execute any and all necessary documents to submit an application to the U.S. Department of Transportation for an ATIIP Program

planning grant of up to \$1,680,000 with a required match of \$420,000 to fund necessary design and engineering of the trail road crossings; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager to execute any and all necessary documents to accept the grant award, should one be secured, in such form as the County Attorney shall approve; and

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

# Sullivan County

## Legislative Memorandum

**File #:** ID-6409

**Agenda Date:** 5/16/2024

**Agenda #:** 12.

**Narrative of Resolution:**

The County is in receipt of a scope and associated cost estimate for additional design and engineering services for the Sullivan O&W Rail Trail in Parksville (Town of Liberty). The cost estimate for additional services to be performed is \$75,000. Funds are available in the County's O&W Rail Trail Fund Balance.

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

**Amount to be authorized by Resolution:** \$75,000

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:** O&W Rail Trail Fund balance

**RESOLUTION INTRODUCED BY THE PLANNING, REAL PROPERTY AND ECONOMIC DEVELOPMENT COMMITTEE TO MODIFY A CONTRACT FOR PROFESSIONAL SERVICES WITH ALTA PLANNING + DESIGN INC. FOR WORK ON THE O&W RAIL TRAIL.**

**WHEREAS**, pursuant to Resolution No. 130-22, adopted by the County Legislature on April 7, 2022, Alta Planning + Design Inc. was awarded a contract in accordance with #R-22-02 not to exceed \$250,000.00, to assist with implementation of the Sullivan O&W Rail Trail Feasibility Study; and

**WHEREAS**, an Agreement with Alta Planning + Design Inc. was executed on April 18, 2022 ("Original Agreement"); and

**WHEREAS**, resolution 208-23 authorized and funded an additional \$235,000 to advance engineering and design for additional segments of the trail, including a section of the trail in Parksville within the Town of Liberty; and

**WHEREAS**, the County wishes to include an additional amount not to exceed \$75,000 to cover expenses associated with several project changes, including additional work related to increased oversight from various state and federal agencies, survey work, design consolidation, addition of a pedestrian bridge connection, addition of advertising, bid and award activities, and additional permitting requirements; and

**WHEREAS**, funds are currently available in the County's O&W Rail Trail fund balance to cover these additional costs.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be and is hereby authorized to execute a modification agreement with Alta Planning and Design Inc. to include an additional \$75,000 to advance engineering and design activities on the Sullivan O&W Rail Trail in Parksville, NY; and

**BE IT FURTHER RESOLVED** , that the form of said agreement be approved by the County Attorney.

# Sullivan County

## Legislative Memorandum

**File #:** ID-6410

**Agenda Date:** 5/16/2024

**Agenda #:** 13.

### **Narrative of Resolution:**

The Sullivan County Department of Planning currently has agreements in place with the 21 municipalities of the County which allow for certain actions deemed to have no countywide or inter-community impacts to be exempt from review by the Planning Department under General Municipal Law Sections 239l, m & n. These agreements are set to expire and new agreements must be put into place. There is no cost associated with the actions of this resolution.

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

**Amount to be authorized by Resolution:** N/A

**Are funds already budgeted?** Choose an item.

### **Specify Compliance with Procurement Procedures:**

### **RESOLUTION INTRODUCED BY THE PLANNING & COMMUNITY DEVELOPMENT COMMITTEE TO AUTHORIZE INTERMUNICIPAL AGREEMENTS TO EXEMPT CERTAIN REFERRALS MANDATED BY GENERAL MUNICIPAL LAW SECTION 239**

**WHEREAS**, General Municipal Law Sections 239-l, m, and n (“GML 239”) require that certain planning and zoning actions be referred to the Sullivan County Department of Planning (“County Planning”) before any action is taken by the municipality having jurisdiction, and

**WHEREAS**, GML 239 further requires County Planning to assess all such implications as to whether the requested action would have “countywide” or “inter-community” impact and to comment on same; and

**WHEREAS**, the current referral process results in the ongoing processing and review of applications from Sullivan County’s 21 municipalities, a portion of which have neither countywide or inter-community impact; and

**WHEREAS**, General Municipal Law Section 239-m-3-c authorizes Sullivan County to enter into agreements with local municipalities in order to exempt actions deemed to be of strictly local concern from mandatory referral; and

**WHEREAS**, other counties in New York State have found such exemption agreements to benefit them and their constituent municipalities by streamlining the development review process, and by enabling more efficient and productive use of staff time; and

**WHEREAS**, in an effort to improve governmental efficiency Sullivan County hereby proposes to eliminate the necessity of County Planning review and comment on select local actions; and

**WHEREAS**, Attachment A is for use between the referring body or other duly authorized body of a town or village and County Planning, which outlines certain proposed actions as being of local concern and therefore may be exempt from GML 239 and the referral process; and



**WHEREAS**, it is necessary for the Sullivan County Legislature to approve such municipal corporation agreements and to authorize the County Manager to execute said agreements.

**NOW THEREFORE BE IT RESOLVED**, that the Sullivan County Legislature does hereby approve the proposed exempt actions so that the Department of Planning shall eliminate the need for review and comment on such local actions; and

**BE IT FURTHER ESOLVED**, that the Sullivan County Manager authorizes the County Manager to execute the necessary municipal corporation agreements in a from as approved by the County Attorney.

**Schedule A**  
**Local Actions Exempt from the GML-239 County Referral Process**

Town/Village Board Actions	Planning Board Applications	Zoning Board of Appeals Applications
	<ul style="list-style-type: none"> <li>• Renewals or extensions of site plan approvals or permit approvals where neither the project nor the applicable zoning has changed since the previous approvals</li> </ul>	<ul style="list-style-type: none"> <li>• Area variances for lot size or lot width, if the required lot line setbacks can still be maintained</li> </ul>
	<ul style="list-style-type: none"> <li>• Site plan review or special permits required for the: <ul style="list-style-type: none"> <li>○ installation of any improvements pursuant to compliance with the American Disabilities Act;</li> <li>○ establishment of residential use on the second floor of a structure whose ground floor is occupied by a business or commercial use;</li> <li>○ establishment of a permitted home occupation within an existing residence or accessory structure;</li> <li>○ erection of a permitted accessory structure or use within the required side or rear yards of an existing single-family residence</li> <li>○ a single-family residence, including garages, pools, or other accessory structures unless a requested setback variance is adjacent to a State or County-owned parcel (i.e. public facility, park, etc.), exclusive of State or County highways</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Area variances required for the: <ul style="list-style-type: none"> <li>○ installation of any improvements pursuant to compliance with the American Disabilities Act;</li> <li>○ establishment of residential use on the second floor of a structure whose ground floor is occupied by a business or commercial use;</li> <li>○ establishment of a permitted home occupation within an existing residence or accessory structure;</li> <li>○ erection of a permitted accessory structure or use within the required side or rear yards of an existing single-family residence;</li> <li>○ a single-family residence, including setbacks for garages, pools, or other accessory structures unless a requested setback variance is adjacent to a State or County-owned parcel (i.e. public facility, park, etc.), exclusive of State or County highways</li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>• 2-lot subdivisions or lot line adjustments that will not create a landlocked or inaccessible parcel due to environmental constraints, and where safe access to each parcel, with DPW or DOT-approved site distance has been demonstrated</li> </ul>	
<p><b>*Exemptions shall not apply to projects which are triggered by proximity to a State designated Agriculture District.</b></p>		

# Sullivan County

## Legislative Memorandum

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**File #:** ID-6413

**Agenda Date:** 5/16/2024

**Agenda #:** 14.

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**Narrative of Resolution:**

RESOLUTION INTRODUCED BY THE PLANNING AND COMMUNITY RESOURCES COMMITTEE TO AUTHORIZE THE EXECUTION OF A FEDERAL SECTION 5311 FORMULA GRANT FOR RURAL AREA PROGRAM AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION (NYSDOT)

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

**Amount to be authorized by Resolution:** \$351,641 - 50% match requirement

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:** N/A

RESOLUTION INTRODUCED BY THE PLANNING AND COMMUNITY RESOURCES COMMITTEE TO AUTHORIZE THE EXECUTION OF A FEDERAL SECTION 5311 FORMULA GRANT FOR RURAL AREA PROGRAM AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION (NYSDOT)

WHEREAS, the Sullivan County Department of Transportation submitted a request for funds offered through NYSDOT, pursuant to Section 5311, Title 49, United States Code, to provide public transportation service for the County of Sullivan for the 2022 & 2023 fiscal years and has committed the local share, and

WHEREAS, the County of Sullivan and the State of New York have entered into a continuing agreement which authorizes the undertaking of the project(s) and reimbursement of the Federal and applicable State shares, and

WHEREAS, the Sullivan County Department of Transportation is eligible for funding through such grant, and

WHEREAS, the County is eligible for the \$188,263 plus and additional \$163,378.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager, and/or Chairman of the County Legislature (*as required by the funding source*) to accept the award, and enter into an agreement to administer the funding secured, in such form as the County Attorney shall approve, and

BE IT FURTHER RESOLVED, that should the Federal Section 5311 Formula grant for Rural Area Program funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.

# Sullivan County

## Legislative Memorandum

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**File #:** ID-6414

**Agenda Date:** 5/16/2024

**Agenda #:** 15.

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**Narrative of Resolution:**

**To Authorize the County Manager to execute Agreements between the Department of Public Health and various service providers**

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

**Amount to be authorized by Resolution:** Mandated Services

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:** 140-3.4 which is: Contracting for professional services

**RESOLUTION INTRODUCED BY HEALTH AND HUMAN SERVICES COMMITTEE TO  
AUTHORIZE THE COUNTY MANAGER TO EXECUTE AGREEMENTS BETWEEN THE  
DEPARTMENT OF PUBLIC HEALTH AND VARIOUS SERVICE PROVIDERS**

**WHEREAS**, Sullivan County provides mandated Early Intervention and Developmental Preschool Educational Services to eligible children from Sullivan County and is mandated to pay for such services at State-approved rates; and

**WHEREAS**, Sullivan County needs to authorize contracts with authorized New York State Department Preschool Service Providers for the period of July 1, 2024 to June 30, 2027 at State-approved rates.

**NOW, THEREFORE, BE IT RESOLVED**, the Sullivan County Legislature does hereby authorize the County Manager to execute an agreement between the Department of Public Health and New York State Education Department Service Providers for the period of July 1, 2024 to June 30, 2027; and

**BE IT FURTHER RESOLVED**, that the form of said contract will be approved by the County Attorney's Office.

# Sullivan County

## Legislative Memorandum

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**File #:** ID-6415

**Agenda Date:** 5/16/2024

**Agenda #:** 16.

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**Narrative of Resolution:**

To create a permanent part time Sheriff's Department Accounts Payable Coordinator and abolish the temporary part time Accounts Payable Coordinator Position in the Sheriff's Office

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

**Amount to be authorized by Resolution:** Will follow the CSEA Salary Schedule

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY HUMAN RESOURCES COMMITTEE TO CREATE A  
PERMANENT PART TIME SHERIFF'S DEPARTMENT ACCOUNTS PAYABLE COORDINATOR  
AND ABOLISH THE PART TIME TEMPORARY ACCOUNTS PAYABLE COORDINATOR  
POSITION (CADY) IN THE SHERIFF'S OFFICE**

WHEREAS; on or about August of 2021 the Sullivan County Jail contracted with a medical group to take over the medical care of the inmate population, and

WHEREAS; the Sheriff's Office had the position of Medical Records and Billing Coordinator to cover administrative functions in the medical department.

WHEREAS; most of, but not all, of the duties of the position were assumed by the contract company, and

WHEREAS; the incumbent in the title of Medical Records and Billing Coordinator left county employment on April 1, 2022, and

WHEREAS; the Sheriff delegated the remaining duties of the Medical Records and Billing Coordinator to a temporary part time Sheriff's Department Accounts Payable Coordinator.

WHEREAS the Sheriff has determined the remaining duties do not require a fulltime equivalent position.

NOW, THEREFORE, BE IT RESOLVED; a permanent part time position with no benefits will be created effective immediately to cover these duties and the temporary position #1621 will be abolished upon creation of the permanent part time position, and

BE IT RESOLVED, the permanent part time position will follow the salary schedule listed in the CSEA jail contract with the salary increase being retroactive to January 1, 2024.

# Sullivan County

## Legislative Memorandum

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**File #:** ID-6418

**Agenda Date:** 5/16/2024

**Agenda #:** 17.

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**Narrative of Resolution:**

To enter into an agreement with Adelphi University to permit qualified students to participate in a social work practicum experience at the Department of Community Services.

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

**Amount to be authorized by Resolution:** \$0.

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:** To permit qualified students to participate in a social work practicum experience at the Department of Community Services from Adelphi University.

**RESOLUTION INTRODUCED BY HEALTH AND HUMAN SERVICES TO ENTER INTO AGREEMENT WITH ADELPHI UNIVERSITY TO PERMIT QUALIFIED STUDENTS TO PARTICIPATE IN A SOCIAL WORK PRACTICUM EXPERIENCE AT THE DEPARTMENT OF COMMUNITY SERVICES**

**WHEREAS**, Adelphi University (“University”) maintains a program which awards a degree in Social Work and wishes to assign students to the Department of Community Services (“DCS”) for practical experience; and

**WHEREAS**, DCS wishes to enter into an agreement with the University to permit qualified students to participate in said educational program.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is hereby authorized to enter into an agreement with Adelphi University for the period from September 1, 2024 through August 31, 2025. Thereafter, the agreement shall automatically renew from year to year unless terminated through written notice at the end of any contract year, as set forth in the terms of the agreement; and

**BE IT FURTHER RESOLVED**, that the form of said agreement shall be approved by the Sullivan County Attorney’s Office.



Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6424

**Agenda Date:** 5/16/2024

**Agenda #:** 18.

**Narrative of Resolution:**

Apportion the 2024 1<sup>st</sup> Quarter Mortgage Tax

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

**Amount to be authorized by Resolution:** N/A

**Are funds already budgeted?** Choose an item.

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY MANAGEMENT AND BUDGET COMMITTEE TO APPORTION THE 2024 1<sup>ST</sup> QUARTER MORTGAGE TAX**

**WHEREAS**, Section 261 of the Tax Law of the State of New York requires apportionment of the mortgage tax, and

**WHEREAS**, the County Clerk and the County Treasurer have submitted the quarterly report to the Clerk of the Legislature, and

**WHEREAS**, The County Legislature has apportioned, among the various towns and incorporated villages of the County of Sullivan, the equitable share of the mortgage tax;

**NOW, THEREFORE, BE IT RESOLVED**, that the County Treasurer draw checks for each of the towns and villages the quarterly mortgage tax so apportioned, for the 1<sup>st</sup> Quarter 2024, as follows:

**TOWNS**

Bethel	\$98,603.72
Callicoon	\$17,659.37
Cochecton	\$8,651.80
Delaware	\$9,983.58
Fallsburg	\$193,718.33

Forestburgh	\$11,702.68
Fremont	\$5,830.31
Highland	\$22,967.46
Liberty	\$41,711.98
Lumberland	\$22,410.72
Mamakating	\$126,058.30
Neversink	\$3,934.05
Rockland	\$16,863.96
Thompson	\$147,766.53
Tusten	\$27,591.30

**VILLAGES**

Bloomingburg	\$3,996.85
Jeffersonville	\$1,098.38
Liberty	\$7,325.58
Monticello	\$15,609.34
Woodridge	\$6,577.51
Wurtsboro	\$5,053.42


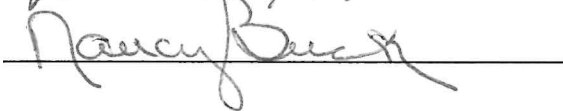
<b>TOTAL</b>	<b>\$795,115.17</b>
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New York State Mortgage Tax Semi-Annual/Quarterly Report  
County of Sullivan for the period: January 2024  
Cash Statement for Taxes Collected Pursuant to Article 11

through March 2024

Months	BASIC TAX DISTRIBUTED					TREASURER			ALL OTHER TAXES DISTRIBUTED				
	1 Basic tax collected	2 Interest received by recording officer	3 Recording officer's expense	4 Refunds or adjustments	5 Amount paid to treasurer (Col 1+2-3-4)	6 Interest received by treasurer	7 Treasurer's expense	8 Tax districts share (Col. 5+6-7)	9 Local tax	10 Additional tax	11 Special Assistance fund	12 Special additional tax	13 County Tax
October					\$ -			\$ -					
November					\$ -			\$ -					
December					\$ -			\$ -					
January	\$ 303,604.62	\$ 668.03	\$ 3,839.30		\$ 300,433.35	\$ 698.86		\$ 301,132.21	\$ 150,216.67			\$ 139,281.53	
February	\$ 227,537.50	\$ 628.45	\$ 3,836.95		\$ 224,329.00	\$ 208.12		\$ 224,537.12	\$ 112,164.50			\$ 104,395.38	
March	\$ 272,249.59	\$ 509.94	\$ 3,807.65		\$ 268,951.88	\$ 493.96		\$ 269,445.84	\$ 135,062.70			\$ 129,345.96	
April					\$ -			\$ -					
May					\$ -			\$ -					
June					\$ -			\$ -					
July					\$ -			\$ -					
August					\$ -			\$ -					
September					\$ -			\$ -					
TOTALS	\$ 803,391.71	\$ 1,806.42	\$ 11,483.90	\$ -	\$ 793,714.23	\$ 1,400.94	\$ -	\$ 795,115.17	\$ 397,443.87	\$ -	\$ -	\$ 373,022.87	\$ -

  
Sullivan County Clerk  
  
Sullivan County Treasurer



County of Sullivan for the period:

Jan-24

through

Mar-24

**Cash Statement for Taxes Collected Pursuant to Article 11**

DISTRIBUTION STATEMENT: Columns 1 through 5: The taxes collected shown in column 2 were produced by mortgages covering real property in the respective tax districts. Additions and deductions to make adjustments and to correct errors are recorded in columns 3 and 4 respectively.

Authority for these additions and deductions is given by the orders of the Tax Department noted on the bottom of this part.

CREDIT STATEMENT: Column 6: This column is the net amount due each tax district, for which the County of Sullivan shall issue its warrants.

1 Tax Districts	2 Taxes Collected	3 Additions*	4 Deductions*	5 Amount of "Taxes Collected" as adjusted and corrected	6 Net Amount due each tax district
Town of Bethel	\$ 99,630.11			\$ 99,630.11	\$ 98,603.72
Town of Callicoon	\$ 18,953.00			\$ 18,953.00	\$ 18,757.75
Town of Cochection	\$ 8,741.86			\$ 8,741.86	\$ 8,651.80
Town of Delaware	\$ 10,087.50			\$ 10,087.50	\$ 9,983.58
Town of Fallsburg	\$ 202,380.77			\$ 202,380.77	\$ 200,295.84
Town of Forestburgh	\$ 11,824.50			\$ 11,824.50	\$ 11,702.68
Town of Fremont	\$ 5,891.00			\$ 5,891.00	\$ 5,830.31
Town of Highland	\$ 23,206.53			\$ 23,206.53	\$ 22,967.46
Town of Liberty	\$ 49,548.00			\$ 49,548.00	\$ 49,037.56
Town of Lumberland	\$ 22,644.00			\$ 22,644.00	\$ 22,410.72
Town of Mamakating	\$ 136,514.95			\$ 136,514.95	\$ 135,108.57
Town of Neversink	\$ 3,975.00			\$ 3,975.00	\$ 3,934.05
Town of Rockland	\$ 17,039.50			\$ 17,039.50	\$ 16,863.96
Town of Thompson	\$ 165,076.49			\$ 165,076.49	\$ 163,375.87
Town of Tusten	\$ 27,878.50			\$ 27,878.50	\$ 27,591.30
Rate:	0.989698002			\$ 0.9896980020000	\$ 0.98
Total tax districts: 15					
TOTALS:	\$ 803,391.71	\$ -	\$ -	\$ 803,392.70	\$ 795,115.17

\*see refund, adjustment, and special adjustment orders of Commissioner of Taxation and Finance, case numbers:





Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

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**File #:** ID-6431

**Agenda Date:** 5/16/2024

**Agenda #:** 19.

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**Narrative of Resolution:**

To Modify the 2024 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:**

**RESOLUTION INTRODUCED BY MANAGEMENT & BUDGET COMMITTEE TO MODIFY THE 2024 BUDGET**

**WHEREAS**, the County of Sullivan Budget requires modification,

**NOW, THEREFORE, BE IT RESOLVED**, that the attached budgetary transfers for 2024 be authorized.

**April 30, 2024 Resolution Needed  
Sullivan County Budget Modifications 2024**

<b>G/L Account</b>	<b>Revenue Increase</b>	<b>Revenue Decrease</b>	<b>Appropriation Increase</b>	<b>Appropriation Decrease</b>
A-1165-40-4001 - CONTRACT AGENCIES			51,611	
A-1165-42-4207 - OFFICE FURNITURE(*)			15,000	
A-1165-R4089-R167 - FED AID OTHR DEPARTMENTAL AID	51,611			
A-1230-40-4013 - CONTRACT CONTRACT OTHER			458,934	
A-1450-43-4302 - COMPUTER HARDWARE PURCHASES/LEASES			121,000	
A-1989-99-47-4736 - DEPT CONTINGENT				458,934
A-3010-40-4013 - CONTRACT CONTRACT OTHER				15,000
A-3110-29-45-4506 - SPEC DEPT SUPPLY PUBLIC SAFETY(**)			37,450	
A-3110-29-45-4506 - SPEC DEPT SUPPLY PUBLIC SAFETY				500
A-3140-16-47-4785 - DEPT EXTRADITION			15,000	
A-3140-18-10-1012 - PERSONAL SERV OVERTIME PAY			10,000	
A-3140-18-41-4105 - AUTO/TRAVEL REGISTRATION FEES			9,625	
A-3140-18-47-4729 - DEPT SPECIAL PROJECTS			5,000	
A-3140-18-47-4750 - DEPT CLIENT ELECTONIC MONITORING			145,000	
A-3140-18-R3310-R167 - ST AID PROBATION SERV DEPARTMENTAL AID	169,625			
A-3150-46-4603 - MISC SERV/EXP EMPL UNIFORM ALLOWANCE			500	
A-6010-38-40-4001 - CONTRACT AGENCIES(**)			7,865	
A-6010-38-40-4002 - CONTRACT ACCOUNT/AUDIT/ACTUARIAL SERVICES(*)			16,667	
A-6010-38-40-4013 - CONTRACT CONTRACT OTHER(**)			5,854	
A-6010-38-42-4201 - OFFICE ADVERTISING(**)			12,875	
A-6010-38-47-4760 - DEPT CLIENT EXPENSES			5,000	
A-6010-57-R4610-R228 - FED AID DFS ADMIN JOBS TITLE XX	5,000			
A-7110-230-40-4042 - CONTRACT SURVEY/SITE REVIEW			5,928	
A-7110-39-40-4049 - CONTRACT CONSULTING(***)			4,420	
A-7110-82-40-4006 - CONTRACT ENGINEER/ARCHITECT/DESIGN SERV(***)			1,818	
A-7110-82-40-4006 - CONTRACT ENGINEER/ARCHITECT/DESIGN SERV(***)			1,332	
A-8020-90-40-4006 - CONTRACT ENGINEER/ARCHITECT/DESIGN SERV(****)			10,331	
A-8020-90-40-4006 - CONTRACT ENGINEER/ARCHITECT/DESIGN SERV(****)			1,377	
A-8020-90-40-4013 - CONTRACT CONTRACT OTHER			30,300	

A-8020-90-R4089-R167 - FED AID OTHR DEPARTMENTAL AID	5,928			
A-8020-90-R4089-R167 - FED AID OTHR DEPARTMENTAL AID	30,300			
A-9999-R1189-R249 - NON PROPRTY TAX MORTGAGE TAX	121,000			
<b>A Fund Total</b>	<b>383,464</b>	<b>-</b>	<b>972,887</b>	<b>474,434</b>

(\*) To be funded from the General Fund

(\*\*) To be funded from the Opioid Assigned Fund Balance

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

(\*\*\*\*) To be funded from the O&W Rail Trail Assigned Fund Balance



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-5826

**Agenda Date:** 5/16/2024

**Agenda #:** 20.

**Narrative of Resolution:**

Authorize a grant

**If Resolution requires expenditure of County Funds, provide the following information:** N/A

**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:**

**RESOLUTION INTRODUCED BY PUBLIC SAFETY AND LAW ENFORCEMENT COMMITTEE TO AUTHORIZE PREPARATION OF A GRANT APPLICATION UNDER THE NEW YORK STATE DEPARTMENT OF HEALTH COUNTY EMERGENCY MEDICAL SERVICES SUPPORT GRANT TO DEVELOP PROGRAMS THAT WILL INCREASE EMS SUSTAINABILITY AT THE COUNTY LEVEL.**

**WHEREAS**, this grant program will aid in the creation of new programs and/or supplement existing EMS system models to enhance performance and sustainability; and

**WHEREAS**, the Sullivan County Division of Public Safety - Bureau of EMS seeks to utilize the recommendations outlined in the 2020 Benjamin Center Study commissioned by the EMS Advisory Board as well as the 2023 NYS evidenced based EMS Agenda for the future as a basis to improve EMS delivery through increased education/training, and supplemental programs/resources for EMS delivery; and

**WHEREAS**, Sullivan County is not required to provide any local cash or in-kind match in support of this grant program.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Division of Public Safety - Bureau of EMS is hereby authorized to prepare an application for funding under the NYS DOH County EMS Support Program; and

**BE IT FURTHER RESOLVED**, that the County Manager be and is hereby authorized to sign said grant program application on behalf of the County; and

**BE IT FURTHER RESOLVED**, that if awarded the NYS DOH County EMS Support Grant funding, that the County Manager be and is hereby authorized to execute any and all necessary documents to accept the grant award and access the funding, in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, that if awarded funding, the Sullivan County Division of Public Safety - Bureau of EMS, shall administer the funds and the grant program; and

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



**RESOLUTION TO AUTHORIZE PREPARATION OF A GRANT APPLICATION UNDER THE NEW YORK STATE DEPARTMENT OF HEALTH COUNTY EMERGENCY MEDICAL SERVICES SUPPORT GRANT TO DEVELOP PROGRAMS THAT WILL INCREASE EMS SUSTAINABILITY AT THE COUNTY LEVEL.**

**WHEREAS**, the New York State Department of Health (NYS DOH) has announced a competitive EMS grant opportunity to provide or develop programs that will increase EMS sustainability at the county level; and

**WHEREAS**, this grant program will aid in the creation of new programs and/or supplement existing EMS system models to enhance performance and sustainability; and

**WHEREAS**, the Sullivan County Division of Public Safety – Bureau of EMS seeks to utilize the recommendations outlined in the 2020 Benjamin Center Study commissioned by the EMS Advisory Board as well as the 2023 NYS evidenced based EMS Agenda for the future as a basis to improve EMS delivery through increased education/training, and supplemental programs/resources for EMS delivery; and

**WHEREAS**, Sullivan County is not required to provide any local cash or in-kind match in support of this grant program.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Division of Public Safety – Bureau of EMS is hereby authorized to prepare an application for funding under the NYS DOH County EMS Support Program; and

**BE IT FURTHER RESOLVED**, that the County Manager be and is hereby authorized to sign said grant program application on behalf of the County; and

**BE IT FURTHER RESOLVED**, that if awarded the NYS DOH County EMS Support Grant funding, that the County Manager be and is hereby authorized to execute any and all necessary documents to accept the grant award and access the funding, in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, that if awarded funding, the Sullivan County Division of Public Safety – Bureau of EMS, shall administer the funds and the grant program; and

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

# Sullivan County

## Legislative Memorandum

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**File #:** ID-6433

**Agenda Date:** 5/16/2024

**Agenda #:** 21.

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**Narrative of Resolution:**

Acknowledge the Sullivan County Correctional Officers and Correctional Employees

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

**Amount to be authorized by Resolution:** N/A

**Are funds already budgeted?** Choose an item.

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY PUBLIC SAFETY AND LAW ENFORCEMENT COMMITTEE  
TO ACKNOWLEDGE THE SULLIVAN COUNTY CORRECTIONAL OFFICER AND  
CORRECTIONAL EMPLOYEES FOR THEIR CONSCIENTIOUS, DIFFICULT AND DEDICATED  
SERVICE**

**WHEREAS**, on May 5, 1984, President Ronald Reagan did proclaim that the first full week of May each year would be observed as National Correctional Officer's Week, in recognition of the important role these officers play in our criminal justice system; and

**WHEREAS**, in the year 2024, Correctional Officers and other Correctional Employees continue to play that important role, but in an ever more stressful environment due to the too frequently shown lack of respect for authority, and especially for those engaged in criminal justice professions, which is sweeping our nation and the world,; and

**WHEREAS**, even as President Reagan observed in his 1984 Proclamation the position of Correctional Officer, once considered merely that of a "guard", has become increasingly ore complex and demanding, involving simultaneously, custodial, supervisory and counselling roles, and that complexity continues to grow; and

**WHEREAS**, the Sullivan County Legislature wishes to acknowledge the difficult job we ask these officers and employees to perform, locked inside a facility for a large part of their day, where they must securely, safely and humanely keep those committed to the jail, as well as respecting the rights and dignity of all the inmates, including those who have been found guilty and those only awaiting adjudications; and

**WHEREAS**, the important and difficult role these Correctional Officers and correctional employees fulfill is not always recognized or appreciated by the general public; and

**WHEREAS**, the Sullivan County Legislature is desirous of recognizing the good work being done by the

Correctional Officers and Correctional Employees at the Sullivan County Jail Facility.

**NOW, THEREFORE BE IT RESOLVED** that the Sullivan County Legislature does hereby acknowledge the conscientious, difficult and dedicated service our Correctional Officers and Correctional Employees perform for the People of Sullivan County, and does further extend to those good public servants our gratitude for jobs well done.

WHEREAS,

# Sullivan County

## Legislative Memorandum

**File #:** ID-6329

**Agenda Date:** 5/16/2024

**Agenda #:** 22.

**Narrative of Resolution:**

Set salary for the Deputy County Attorney

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

**Amount to be authorized by Resolution:** \$15,832

**Are funds already budgeted?** No

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO SET THE SALARY OF THE DEPUTY COUNTY ATTORNEY POSITION IN THE SULLIVAN COUNTY ATTORNEY'S OFFICE**

**WHEREAS**, the 2024 budget contains the position "Deputy County Attorney", line number A1420, at a salary of \$125,832; and

**WHEREAS**, the employee in the County Attorney's Office currently holding the position of Deputy County Attorney has performed all of the duties associated with the title of Assistant County Attorney for over fifteen years and the duties associated with the title of Deputy County Attorney for over eight years. The knowledge, skills, experience and historical knowledge gained over those years of service are a tremendous asset to the County Attorney's Office as well as to the officials, officers and employees we serve; and

**WHEREAS**, the employee in the County Attorney's Office currently holding the position of Deputy County Attorney is an experienced litigator in US District Courts and US Bankruptcy Courts as well as an accomplished appellate attorney in both State and Federal courts. Said experience allows the County Attorney's Office to handle these federal/appellate cases in-house thereby saving the substantial expense of retaining outside counsel in these matters; and

**WHEREAS**, the employee in the County Attorney's Office currently holding the position of Deputy County Attorney is capable of handling any and all matters that come into the office and is more than able to act in the capacity of the County Attorney in my absence. Additionally, the employee has demonstrated a willingness to supervise and mentor the other attorneys and support staff in the County Attorney's Office; and

**WHEREAS**, the County Attorney requests that effective January 1, 2024, the Deputy County Attorney position's salary be authorized in an annual amount of \$140,832.

**NOW THEREFORE BE IT RESOLVED**, that effective January 1, 2024 the position of Deputy County Attorney in the County Attorney's Office be authorized at an annual salary of \$140,832.



# Sullivan County

## Legislative Memorandum

**File #:** ID-6331

**Agenda Date:** 5/16/2024

**Agenda #:** 23.

**Narrative of Resolution:**

Set Salary for the Confidential Secretary in the County Attorney's Office

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

**Amount to be authorized by Resolution:** 10,000

**Are funds already budgeted?** Choose an item.

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO SET THE SALARY OF THE CONFIDENTIAL SECRETARY POSITION IN THE SULLIVAN COUNTY ATTORNEY'S OFFICE**

**WHEREAS**, the 2024 budget contains the position "Confidential Secretary", line number A1420, at a salary of \$65,798; and

**WHEREAS**, a vacancy for this position became effective December 15, 2023; and

**WHEREAS**, the employee in the County Attorney's Office currently holding the position of Administrative Secretary has been performing all of the duties of the Confidential Secretary since that position became vacant; and

**WHEREAS**, in addition the employee in the County Attorney's Office currently holding the position of Administrative Secretary has been aiding the Attorneys in the office with electronic filing and monitoring of federal cases in the US District Courts and the US Bankruptcy Courts allowing the County Attorney's Office to handle these federal cases in-house thereby saving the substantial expense of retaining outside counsel in these matters; and

**WHEREAS**, the County Attorney requests that effective January 1, 2024, the Confidential Secretary position's salary be authorized in accordance with the salary schedule maintained by the Personnel Office, which for the current Administrative Secretary would be \$53,724; and

**WHEREAS**, the County Attorney also requests that effective January 1, 2024 the employee being appointed to the position of Confidential Secretary be granted an annual stipend of \$10,000 for assisting the Attorneys in pending federal litigation; and

**NOW THEREFORE BE IT RESOLVED**, that effective January 1, 2024 the position of Confidential Secretary in the County Attorney's Office be authorized at a salary as follows; a) an annual salary in accordance of the salary schedule of \$53,724 and b) an annual stipend of \$10,000 for performing filing and monitoring of federal cases in the electronic case filing system.



# Sullivan County

## Legislative Memorandum

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**File #:** ID-6396

**Agenda Date:** 5/16/2024

**Agenda #:** 24.

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**Narrative of Resolution:**

To Appoint Bruce Ellsweig, MD to the Health Services Advisory Board for the Department of Public Health

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

**Amount to be authorized by Resolution:** 0

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:**

**INTRODUCED BY EXECUTIVE COMMITTEE TO APPOINT BRUCE ELLSWEIG, MD TO THE HEALTH ADVISORY BOARD FOR THE DEPARTMENT OF PUBLIC HEALTH**

**WHEREAS**, Section 357 of the Public Health Law mandates that two members of the Health Services Advisory Board (HSAB) be licensed physicians, with the remaining seven to be known public members selected on the basis of their interest and knowledge regarding health needs, resources and facilities of the community, and

**WHEREAS**, pursuant to Section 357 of Public Health Law, Health Services Advisory Board members shall have fixed terms of four years, which shall be deemed to run from the first day of the year in which the appointment was made, and

**WHEREAS**, pursuant to Section 357 of the Public Health Law, Health Services Advisory Board members may not serve for more than two terms consecutively; and

**WHEREAS**, the following individuals have expressed interest in continuing to serve on the Health Services Advisory Board; and

**NOW, THEREFORE, BE IT RESOLVED**, that Bruce Ellsweig, MD now be *appointed* to the Health Services Advisory Board per Public Health Law for the term of January 1, 2024 through December 31, 2027.





# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6402

**Agenda Date:** 5/16/2024

**Agenda #:** 25.

### Narrative of Resolution:

The Legislative Discretionary Funding program is designed to assist Sullivan County and County-oriented entities with achieving such goals as public safety, public health, youth services, community development, and economic development

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

**Amount to be authorized by Resolution:** \$25,285

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:** N/A

### RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE FUNDING THROUGH THE LEGISLATIVE DISCRETIONARY FUNDING PROGRAM

**WHEREAS**, the Sullivan County Legislature adopted a Legislative Discretionary Contract Funding Program pursuant to Resolution No. 327-16; and

**WHEREAS**, the program is designed to assist Sullivan County and County-oriented entities with achieving such goals as public safety, public health, youth services, community development, and economic development; and

**WHEREAS**, the program review took place during the 2024 Budget process and the Legislature had an opportunity to assess the applications submitted;

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature approves the projects listed in the attached “Schedule A” and the disbursement of the associated funds, and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature authorizes the County Manager to enter into contracts with these award recipients for the contract period of January 1, 2024 through December 31, 2024, said contracts to be in a form approved by the County Attorney.

#### “Schedule A”

#### 2024 Legislative Discretionary Contract Funding

Applicant	Award Recommendation	Award Recommendation
Roscoe Rockland Fire Department	Replace AEDs (Legislator District 3)	\$3,000
Eldred Little League	Equipment (Legislator District 2)	\$2,000
Claryville Fire Department	Equipment (Legislator District 3)	\$3,000

Grahamsville Fire Department	Equipment (Legislator District 3)	\$3,000
Neversink Fire Department	Equipment (Legislator District 3)	\$3,000
Livingston Manor Fire Department	Equipment (Legislator District 3)	\$3,000
Beaverkill Fire Department	Equipment (Legislator District 3)	\$1,500
Catskill Animal Rescue Inc.	Assistance with spaying and neutering of animals (Legislator District 3)	\$1,500
Callicoon Business Association	Visitor Way-finding signage (Legislator District 5)	\$2,000
Woodbourne Fire Department	Purchase of a multicolor Scrolling LED Sign (District 7)	\$2,785

# Sullivan County

## Legislative Memorandum

File #: ID-6432

Agenda Date: 5/16/2024

Agenda #: 26.

### Narrative of Resolution:

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AMEND RESOLUTION 117-24 TO INCLUDE \$.50 INCREASE LANGUAGE FOR SEASONAL PART-TIME, AND PER-DIEM POSITIONS IN THE PARKS, RECREATION AND BEAUTIFICATION DEPARTMENT AS REFLECTED IN "REVISED SCHEDULE A."**

### 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?** Yes

### Specify Compliance with Procurement Procedures:

**WHEREAS**, Resolution #117-24 was enacted on February 15, 2024 adopting the hourly salaries for the Department of Parks, Recreation and Beautification, which employs part-time, per-diem, and seasonal employees for several of its departments as reflected in Schedule A attached thereto; and

**WHEREAS**, said Schedule A inadvertently omitted language regarding an additional \$.50 increase in the hourly wage for returning employees based upon years of experience; and

**WHEREAS**, the hourly salaries for the said positions have been evaluated and the Human Resources Department, Office of Management and Budget and the Department of Parks, Recreation and Beautification make the following recommendations: See attached "Revised Schedule A";

**WHEREAS**, the 2024 budgeted positions reflect the "Schedule A" rates, the attached "Revised Schedule A" sets forth language to include a \$.50 hourly increase for returning employees;

**WHEREAS**, the seasonal Student Worker position under the Department of Parks, Recreation and Beautification hourly rate is set at \$16.30 as per "Revised Schedule A". As such, there is a need to increase the current hourly rate of \$15.00 for Student Worker and Student Intern positions held outside of the Department of Parks, Recreation and Beautification to be increased to \$16.30 so that all Student Worker and Student Intern positions are receiving a uniform rate of pay; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby adopts the attached "Revised Schedule A" to include the \$.50 hourly increase for returning employees to the Department of Parks, Recreation and Beautification, and increases the Student Worker and Student Intern hourly rate of pay from \$15.00 to \$16.30 so that all

student-centered positions are receiving a uniform rate of pay.

“Revised Schedule A”

Parks, Recreation and Beautification Department Seasonal, Part-time and Per-diem Positions  
**2024 Starting Salary Recommendations**

Position	Hourly Rate w/ No Experience for 2024
Laborer I (Seasonal)	\$16.30 *
Park Entry Attendant	\$16.30 *
Student Worker (Seasonal)	\$16.30 *
Visitors Experience Assoc.	\$16.30 *
Laborer I (Seasonal), Clean Team Leader	\$17.30 *
Senior Visitors Experience Associate	\$17.30 *
Lifeguard	20.80 *
Assistant Park and Recreation Director/Lifeguard	\$23.30 **
Park Manager	\$25.80 **
Museum Attendant-PT & Per-diem	\$17.30

\* Returning employees will receive an additional \$.50 cent increase per year of experience.

\*\* Returning employees will receive an additional \$.50 cent increase per year of experience only if they previously held that position.



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

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**File #:** ID-6434

**Agenda Date:** 5/16/2024

**Agenda #:** 27.

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**Narrative of Resolution:**

Click or tap here to enter text.

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

**Amount to be authorized by Resolution:** \$5500 per month

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE RENEWAL OF THE RETAINER AGREEMENT WITH BRYAN KAPLAN, ESQ., FOR DEFENSE WORK DONE ON BEHALF OF THE COUNTY**

**WHEREAS**, pursuant to Resolution 193-08 the County entered into a retainer agreement with the Law Firm of Bryan Kaplan, Esq. in order to handle the defense of municipal liability claims, i.e. tort actions, against the County, and

**WHEREAS**, the retainer agreement has been extended several times and has expired as of March 31, 2024, and

**WHEREAS**, the County Attorney and the County's Insurance carrier are very satisfied with the defense work provided for the County by Mr. Kaplan, and

**WHEREAS**, the County Attorney believes that it would be in the best interest of the County to renew the retainer agreement with Mr. Kaplan through March 31, 2027.

**NOW THEREFORE BE IT RESOLVED**, that the County Manager is authorized to execute a retainer agreement, approved as to form by the County Attorney, for the aforesaid County defense work with Bryan Kaplan, Esq., through March 31, 2027 at a cost of \$5,500 per month.

# Sullivan County

## Legislative Memorandum

**File #:** ID-6435

**Agenda Date:** 5/16/2024

**Agenda #:** 28.

**Narrative of Resolution:**

**TO MODIFY RESOLUTION NO. 398-23 IN ORDER TO SUSTAIN AUTHORIZED SERVICES USING OPIOID SETTLEMENT FUNDS**

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

**Amount to be authorized by Resolution:** \$609,242

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:** RFP 23-17

**INTRODUCED BY THE EXECUTIVE COMMITTEE TO MODIFY RESOLUTION NO. 398-23 IN ORDER TO SUSTAIN AUTHORIZED SERVICES USING OPIOID SETTLEMENT FUNDS**

Name	Descriptions (Funds Requested)	Contract Costs
Catholic Charities of Orange, Sullivan and Ulster	Too Good for Drugs School-based Prevention	\$25,000.00
Catholic Charities of Orange, Sullivan and Ulster	Services - Psychiatrists, Nursing directors for Drug & Jail Discharge Support	\$218,210.00
Bold Gold Media Group	Marketing - Advertising	\$60,000.00
Lamar Texas Partnership DBA The Lamar Companies a/k/a Lamar Advertising Company	Marketing - Signage	\$33,000.00
Village of Liberty Police Department	Quick Response Team, Non-Fatal Overdose Follow-up	\$15,000.00
Village of Liberty Police Department	Officer EAP Program	\$11,000.00
Sullivan180	Prevention & School Based/Youth Focus Programs	\$89,000.00
Action Towards Independence, Inc.	Wrap-around services for individuals with Opioid Use disorder and any co-occurring Mental Health conditions. Wrap-around services include: housing supports, transportation assistance, and case management support services	\$85,000.00
The Corona Self Help Center, Inc.	Empowerment Services and Peer Supports.	\$73,032.00

**WHEREAS**, Catholic Charities has not had the opportunity to fully utilize approved funding due to contracting delays attributable to changes in substance use treatment services that were beyond either the County's or Catholic



Charities control; and

**WHEREAS**, all of the other organizations listed above are successfully meeting their obligations under existing contracts and all parties desire to continue the delivery of the contracted services; and

**WHEREAS**, it is in the interest of all parties and our community to modify the contract period language to read “for a one (1) year period and upon mutual agreement two (2) yearly extensions under the same terms and conditions; and

**WHEREAS**, the total amount authorized of \$609,242 shall be the total contract amount for each additional year.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is authorized to execute a modification agreement with the vendors listed above, to include the contract period extensions and yearly total, in an amount not to exceed \$609,242 per yearly extension across all contracts. Resolution No. 398-23 is hereby modified as per the above and all other provisions of Resolution No. 398-23 shall remain unchanged, said contract to be in such form as the County Attorney shall approve.



Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6437

**Agenda Date:** 5/16/2024

**Agenda #:** 29.

**Narrative of Resolution:**

Approve the 2025 PTS funding request by the Fallsburg Police Department

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

**Amount to be authorized by Resolution:** \$0

**Are funds already budgeted?** Choose an item.

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE APPROVAL OF FOUR (4) TRAFFIC SAFETY BOARD OF ENDORSEMENT 2025 GRANT APPLICATIONS**

**WHEREAS,** Governor's Traffic Safety Committee received four FY 2025 grant applications from Sullivan County, and

**WHEREAS,** and the Governor's Traffic Safety Committee is seeking the approval on these four (4) grant applications, and

**WHEREAS,** the Sullivan County Traffic Safety Board hereby approves the following grants for FY 2025:

Sullivan County Child Passenger Safety Program (CPS)	\$15,000
Fallsburg Town Police Department (PTS)	\$4,420
Liberty Village Police Department (PTS)	\$14,850
Sullivan County Sheriff's Office (PTS)	\$4,960

**NOW, THEREFORE, BE IT RESOLVED,** that the Sullivan County Traffic Safety Board hereby approves the four (4) above named FY 2025 Grants.

# Sullivan County

## Legislative Memorandum

**File #:** ID-6438

**Agenda Date:** 5/16/2024

**Agenda #:** 30.

**Narrative of Resolution:**

Establish a Standard Work Day for Elected and Appointed Officials

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

**Amount to be authorized by Resolution:** \$0

**Are funds already budgeted?** Choose an item.

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO ESTABLISH A STANDARD WORK DAY FOR ELECTED AND APPOINTED OFFICIALS**

**WHEREAS**, effective August 12, 2009, New York State adopted a new regulation 315.4 for additional reporting requirements for elected or appointed officials that more clearly defines the process for reporting time worked for those officials who are members of the New York State Retirement System, and

**WHEREAS**, one (1) three month record of work activities were submitted to the Clerk of the Legislature by the elected official that does not maintain a daily record of actual time worked.

**NOW THEREFORE BE IT RESOLVED**, that the Sullivan County Legislature hereby establishes the following as a standard work day for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the Clerk of the Legislature.

Title of Elected Official	Name	Standard Work Day Hrs/Day	Term	Participates in Employers Time Keeping System	Days per month based on ROA	Filed 30 or 90 Day Record of Activity
District Attorney	Brian Conaty	7	1/1/24-12/31/27	No	22.78	90
District 7 Legislator	Joseph Perrello	6	1/1/24-12/31/27	No	32.39	90
District 8 Legislator	Amanda Ward	6	1/1/24-12/31/27	No	22.14	90
District 9 Legislator	Terry Bernardo	6	1/1/24-12/31/27	No	21.95	90
County Clerk	Russell Reeves	7	1/1/24-12/31/27	No	22.24	90
District 1 Legislator	Matthew McPhillips	6	1/1/24-12/31/27	No	28.45	90
District 3 Legislator	Brian McPhillips	6	1/1/24-12/31/27	No	25.09	90
District 5 Legislator	Catherine Scott	6	1/1/24-12/31/27	No	22.84	90
District 2 Legislator	Nadia Rajs	6	1/1/24-12/31/27	No	21.67	90

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature does hereby attest that the above

elected official have submitted a three-month log of activities or signed Form RS 2419 Recertification of the Record of Activities and such is on file with the Clerk to the Legislature.

Title of Elected Official	Name	Standard Work Day/(hrs/day)	Term	Participates in Employers Time Keeping System	Days per month based on Record of Activities	Filed 30 or 90 day record
District Attorney	Brian Conaty	7	01/01/24-12/31/27	N	22.78	90
District 7 Legislator	Joseph Perrello	6	01/01/24-12/31/27	N	32.39	90
District 8 Legislator	Amanda Ward	6	01/01/24-12/31/27	N	22.14	90
District 9 Legislator	Terry Bernardo	6	01/01/24-12/31/27	N	21.95	90
County Clerk	Russell Reeves	7	01/01/24-12/31/27	N	22.24	90
District 1 Legislator	Matthew McPhillips	6	01/01/24-12/31/27	N	28.45	90
District 3 Legislator	Brian McPhillips	6	01/01/24-12/31/27	N	25.09	90
District 5 Legislator	Catherine Scott	6	01/01/24-12/31/27	N	22.84	90
District 2 Legislator	Nadia Rajs	6	01/01/24-12/31/27	N	21.67	90



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6439

**Agenda Date:** 5/16/2024

**Agenda #:** 31.

**Narrative of Resolution:**

To authorize the County Manager to apply for and accept the FY2024 Public Safety Answering Points (PSAP) Operations Grant Program award administered by the New York State Division of Homeland Security and Emergency Services (NYS DHSES)

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

**Amount to be authorized by Resolution:** N/A

**Are funds already budgeted?** Choose an item.

**Specify Compliance with Procurement Procedures:** N/A

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO APPLY FOR AND ACCEPT THE FY2024 PUBLIC SAFETY ANSWERING POINTS (PSAP) OPERATIONS GRANT PROGRAM AWARD ADMINISTERED BY THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES (NYS DHSES)**

**WHEREAS**, the New York State Division of Homeland Security and Emergency Services (NYS DHSES) provides funds to support efforts of public safety answering points operations; and

**WHEREAS**, the NYS DHSES - Office of Interoperable and Emergency Communications (OIEC), is administering the FY2024 Public Safety Answering Point (PSAP) operations grant program; and

**WHEREAS**, the Sullivan County Division of Public Safety - E911 Communications Department seeks to improve public safety communications operations to keep pace with Next-Generation 911 technologies; and

**WHEREAS**, the Sullivan County Division of Public Safety - E911 Communications Department has been deemed eligible for funding, in an amount to be determined, to support the improvement of public safety communications and PSAP operations and;

**WHEREAS**, the Sullivan County Division of Public Safety - E911 Communications Department must submit an application in order to receive said funds and wishes to file an application with the PSAP program; and

**WHEREAS**, Sullivan County is not required to provide a local cash or in-kind match in support of the PSAP program.

**NOW THEREFORE BE IT RESOLVED**, that the Sullivan County Division of Public Safety - E911 Communications Department is hereby authorized to prepare an application for funding under the NYS DHSES OIEC PSAP program.

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and / or their authorized representative (as required by the funding source) to execute any and all necessary documents to submit the FY2024 NYS DHSES OIEC PSAP operations grant program application for funding; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager and / or Chairman of the County Legislature (as required by the funding source) to accept the award, and enter into an award agreement or contract to administer the funding secured, in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, that if awarded PSAP operations grant program funding, the Sullivan County Division of Public Safety - E911 Communications Department, shall administer the funds and grant program; and

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

# Sullivan County

## Legislative Memorandum

**File #:** ID-6442

**Agenda Date:** 5/16/2024

**Agenda #:** 32.

**Narrative of Resolution:**

To authorize the County Manager to apply for and accept the FY2024 Statewide Interoperable Communications (SICG) Formula-Based Grant Program administered by the New York State Division of Homeland Security and Emergency Services (NYS DHSES)

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

**Amount to be authorized by Resolution:** N/A

**Are funds already budgeted?** Choose an item.

**Specify Compliance with Procurement Procedures:** N/A

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO APPLY FOR AND ACCEPT THE FY2024 STATEWIDE INTEROPERABLE COMMUNICATIONS (SICG) FORMULA-BASED GRANT PROGRAM ADMINISTERED BY THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES (NYS DHSES)**

**WHEREAS**, the New York State Division of Homeland Security and Emergency Services (NYS DHSES) provides funds to support efforts of emergency management/homeland security; and

**WHEREAS**, the NYS DHSES - Office of Interoperable and Emergency Communications (OIEC), is administering the FY2024 Statewide Interoperable Communications Formula-Based Grant (SICFBG) program to provide reimbursement for costs associated with enhancing emergency response; improving capability, governance structures, operating procedures, infrastructure development; and addressing SAFECOM guidance; and

**WHEREAS**, the Sullivan County Division of Public Safety has been deemed eligible for the funding, in an amount to be determined, to support the improvement of public safety communications and PSAP operations; and

**WHEREAS**, the Sullivan County Division of Public Safety - E911 Communications Department must submit an application in order to receive said funds and wishes to file an application with the grant program; and

**WHEREAS**, Sullivan County is not required to provide a local cash or in-kind match in support of the SICFBG program.

**NOW THEREFORE BE IT RESOLVED**, that the Sullivan County Division of Public Safety - E911 Communications Department is hereby authorized to prepare an application for funding under the NYS DHSES OIEC SICFBG program.

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and / or their authorized representative (as required by the funding source) to execute any and all necessary documents to submit the FY2024 NYS DHSES OIEC SICFBG program application for funding; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager and / or Chairman of the County Legislature (as required by the funding source) to accept the award, and enter into an award agreement or contract to administer the funding secured, in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, that if awarded DHSES grant funding, the Sullivan County Division of Public Safety - E911 Communications Department, shall administer the funds and grant program; and

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



# Sullivan County

## Legislative Memorandum

**File #:** ID-6446

**Agenda Date:** 5/16/2024

**Agenda #:** 33.

### **Narrative of Resolution:**

Authorizes award and execution of an agreement with Delaware Engineering, D.P.C., to develop a Countywide assessment of potable water and wastewater infrastructure. The County is focused on safeguarding its local and regional water supply, balancing land use needs with available water resources and supporting smart development and water sustainability, for both current and future residents. The resulting assessment will support the County's commitment to maintaining water quality and quantity to meet the needs of the population and the environment, by identifying important infrastructure such as water and sewer lines, potable water facilities and wastewater treatment facilities. It will foster improvements to current infrastructure related to safe drinking water and wastewater treatment and guide development throughout the County by supplying a detailed understanding of existing conditions.

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

**Amount to be authorized by Resolution:** not to exceed \$250,000

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:** A-8020-90-47-4763

### **RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE AWARD AND EXECUTION OF A CONTRACT WITH DELAWARE ENGINEERING, D.P.C.**

**WHEREAS**, Sullivan County ("County") issued an RFP, R-24-12, seeking proposals from qualified consultants to develop a countywide assessment of potable and wastewater infrastructure ("assessment"); and

**WHEREAS**, the assessment will support the County's commitment to maintaining water quality and quantity to meet the needs of the population and the environment, by identifying important infrastructure such as water and sewer lines, potable water facilities, and wastewater treatment facilities; and

**WHEREAS**, the assessment will evaluate the historic and background development of facilities, analyze current conditions and challenges, and provide a recommended list of potential improvements to infrastructure; and

**WHEREAS**, staff in the Sullivan County Division of Planning have reviewed proposals and conducted interviews, and determined that Delaware Engineering, D.P.C., is the best qualified firm to provide the services required; and

**WHEREAS**, the total cost of this assessment will not exceed \$250,000 as per the budget provided by the consultant in their proposal in response to R-24-12; and

**WHEREAS**, funding for this initiative is available in the 2024 Operating Budget.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature authorizes the County Manager to execute an agreement with Delaware Engineering, D.P.C. to develop a countywide assessment of potable and wastewater infrastructure, in such form as the County Attorney shall approve, in an amount not to exceed \$250,000.

# Sullivan County

## Legislative Memorandum

**File #:** ID-6447

**Agenda Date:** 5/16/2024

**Agenda #:** 34.

**Narrative of Resolution:**

**TO AUTHORIZE A NEW 3-YEAR AGREEMENT WITH CATALIS COURTS & LAND RECORDS, LLC FOR THEIR CASELOAD EXPLORER SOFTWARE SOLUTION**

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

**Amount to be authorized by Resolution:** \$43,304.07 (in annual installments as indicated below)

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:** Agreement received from vendor for a long-used software solution.

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE 3 YEAR AGREEMENT WITH CATALIS COURTS AND LAND RECORD LLC

**WHEREAS**, in 2023, Automon, LLC, provider of the Caseload Explorer software solution to the Sullivan County Probation Department for probationer case, pretrial, and specialty court management, was acquired by Catalis Courts & Land Records, LLC, 3025 Windward Plaza, Suite 200, Alpharetta, GA 30005; and

**WHEREAS**, since 2007, the Probation Department has used Caseload Explorer on a daily basis; and

**WHEREAS**, the existing agreement term is set to expire; and

**WHEREAS**, the Caseload Explorer software product continues to perform as intended and the County wishes to continue its use.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is hereby authorized to enter into a new three-year 'Master Software License & Maintenance Agreement' with Catalis Courts & Land Records, LLC for Caseload Explorer in an amount not to exceed \$43,304.07 to be paid in annual installments as follows:

2024-2025	\$13,736.56
2025-2026	\$14,423.22
2026-2027	\$15,144.29

**BE IT FURTHER RESOLVED**, that said agreement to be in such form as the County Attorney shall

approve.



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6454

**Agenda Date:** 5/16/2024

**Agenda #:** 35.

**Narrative of Resolution:**

Abolish and Create positions in the Department of Public Health and Department of Community Services

**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:**

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO ABOLISH AND CREATE POSITIONS IN THE DEPARTMENT OF PUBLIC HEALTH AND THE DEPARTMENT OF COMMUNITY SERVICES**

**WHEREAS**, the Office of Management and Budget has demonstrated a need to create and abolish certain positions within Health Finance under the Office of Management and Budget to enhance the fiscal accountability and performance in the Department of Public Health and the Department of Community Services; and

**WHEREAS**, the Office of Management and Budget and the County Manager's Office recommends, that the below three (3) positions be abolished and below three (3) positions be created.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the abolishment and creation of the following positions:

Abolish

Position 0244 Senior Account Clerk (Department of Public Health)

Position 2981 Senior Account Clerk /Typist (Department of Public Health)

Position 2699 Record Acct & Medical Billing (Department of Community Services)

Create

Principal Account Clerk (Department of Public Health)

Financial Account Clerk (Department of Public Health)

Fiscal Administrative Officer (Department of Community Services)

**BE IT FURTHER RESOLVED**, the salaries will be set in accordance with the Teamster Salary Schedule and Management/Confidential Salary Schedule; and

**BE IT FURTHER RESOLVED**, all of the created positions above have authority to be filled immediately.





# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

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**File #:** ID-6455

**Agenda Date:** 5/16/2024

**Agenda #:** 36.

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**Narrative of Resolution:**

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO CANCEL OUTSTANDING PROPERTY TAXES

WHEREAS, the County of Sullivan took title to the parcels known as Town of Bethel tax map #16.-1-13.26 and #16.-1-13.27 through In Rem Foreclosure Proceedings; and

WHEREAS, the Town of Bethel agreed to accept a gratuitous offer of conveyance from the County of Sullivan for the aforesaid parcels and the Sullivan County Legislature conveyed said parcels to the Town of Bethel via Resolution #261-2023, to be utilized for municipal and highway purposes; and

WHEREAS, Resolution #261-2023 was passed after taxable status day and the parcel accrued both 2023/2024 school taxes and 2024 County/Town taxes and the Sullivan County Treasurer is desirous of clearing the outstanding liens on the aforementioned parcels. The Town Assessor has identified these parcels as being used for the public and the same are now wholly exempt from taxation.

NOW THEREFORE BE IT RESOLVED,

The Sullivan County Treasurer is hereby authorized and directed to cancel any outstanding County/Town real property taxes due and owing on the properties identified above.

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

**Amount to be authorized by Resolution:** N/A

**Are funds already budgeted?** Choose an item.

**Specify Compliance with Procurement Procedures:**

Click or tap here to enter text.

# Sullivan County

## Legislative Memorandum

**File #:** ID-6456

**Agenda Date:** 5/16/2024

**Agenda #:** 17.

### Narrative of Resolution:

#### RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE CERTIFICATE OF WITHDRAWAL

WHEREAS, the County Treasurer is the Real Property Tax Enforcement Officer for the County of Sullivan pursuant to the Real Property Tax Law of the State of New York; and

WHEREAS, the County Treasurer filed a List of Delinquent Taxes on or about November 1, 2022 which included the parcels known as Town of Liberty tax map #29.-2-2.1 and 31.-1-38; and

WHEREAS, the County Treasurer commenced the tax foreclosure proceeding for unpaid 2022 taxes on November 15, 2023; and

WHEREAS, Town of Liberty tax map #29.-2-2.1 and 31.-1-38, meet one or more of the criteria so that it should be withdrawn from the foreclosure proceeding pursuant to §1138 of the Real Property Tax Law, in that if the County were to acquire the parcel, there is a significant risk that it might be exposed to a liability substantially in excess of the amount that could be recovered by enforcing the tax lien; and

WHEREAS, Town of Liberty tax map #29.-2-2.1 is a 97' x 119.2' strip of land which was the site of a former gas station. Town of Liberty tax map #31.-1-38 is a 0.18 acre of land with improvements including a former gas station; and

WHEREAS, based upon the foregoing, the County Treasurer and Real Property Advisory Board have determined that it would be in the best interest of the County to execute and file a Certificate of Withdrawal of this parcel from the foreclosure proceeding; and

WHEREAS, the County Treasurer and Real Property Advisory Board have determined that the commencement of supplementary proceedings against said parcel pursuant to §1138(5) of the Real Property Tax Law in the manner provided by §990 of the Real Property Tax Law would not be an effective means to enforce collection of the delinquent tax liens at the present time because the property is a 4.68 acre parcel of land which is a private road in disrepair. All adjacent property owners were previously afforded an opportunity to purchase said parcel from the County and none of the owners were interested in doing so. In addition, the Town of Liberty previously offered to adopt said road as a Town Road, but required that substantial improvements be done to make it a legal road prior to adoption, which the adjacent property owners were not willing to do; and

WHEREAS, there is no practical method to enforce the collection of the delinquent tax liens regarding said parcel and that a supplementary proceeding to enforce collection of the taxes would not be effective; and

WHEREAS, considering all of the circumstances set forth above, it would be in the best interest of the County to have the County Treasurer execute and file a Certificate of Cancellation and a Certificate of Prospective

Cancellation affecting said parcel; and

WHEREAS, the County has made the other tax districts whole regarding the delinquent tax liens affecting said parcels; and

WHEREAS, it would be in the best interest of the County to charge back to the various municipal corporations the amount so credited or guaranteed;

NOW, THEREFORE, BE IT RESOLVED, that after the filing of said Certificate of Withdrawal, the County Treasurer is hereby authorized to issue a Certificate of Cancellation pursuant to §1138(6)(b) and to charge back to the affected municipal corporations the amounts so credited or guaranteed pursuant to §1138(6)(c), and to issue a Certificate of Prospective Cancellation pursuant to §1138(6)(d) and to file a copy of same with the Assessor of the assessing unit in which said parcel is located, and with the County Director of Real Property Tax Services pursuant to §1138(6)(d) of the Real Property Tax Law, thereby making said parcel exempt until this governing body shall determine that said parcel should be restored to the taxable portion of the assessment roll.

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

**Amount to be authorized by Resolution:** N/A

**Are funds already budgeted?** Choose an item.

**Specify Compliance with Procurement Procedures:**

Click or tap here to enter text.





Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

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**File #:** ID-6374

**Agenda Date:** 5/16/2024

**Agenda #:** 38.

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**Narrative of Resolution:**

To Modify the 2024 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:**

**RESOLUTION INTRODUCED BY MANAGEMENT & BUDGET COMMITTEE TO MODIFY THE  
2024 BUDGET**

**WHEREAS**, the County of Sullivan Budget requires modification,

**NOW, THEREFORE, BE IT RESOLVED**, that the attached budgetary transfers for 2024 be authorized.

**March 31, 2024 Resolution Needed - B**  
**Sullivan County Budget Modifications 2024**

<b>G/L Account</b>	<b>Revenue Increase</b>	<b>Revenue Decrease</b>	<b>Appropriation Increase</b>	<b>Appropriation Decrease</b>
A-1340-40-4013 - CONTRACT CONTRACT OTHER			300,000	
A-6410-40-4044 - CONTRACT TOURISM & PROMOTION ADMIN				300,000
<b>A Fund Total</b>	<b>-</b>	<b>-</b>	<b>300,000</b>	<b>300,000</b>



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

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**File #:** ID-6465

**Agenda Date:** 5/16/2024

**Agenda #:** 19.

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**Narrative of Resolution:**

To create a Deputy County Administrator of the Adult Care Center.

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

**Amount to be authorized by Resolution:** \$135,616

**Are funds already budgeted?** No (funds available through vacancy variance)

**Specify Compliance with Procurement Procedures:**

N/A

**WHEREAS**, the Sullivan County Manager's Office requests the creation of a Deputy Administrator of the Adult Care Center; and

**WHEREAS**, the County has a need for an additional management position at the Adult Care Center; and

**WHEREAS**, the Deputy Administrator position will be responsible for assisting in the overall management and operation of a nursing home, including participating in directing, managing and implementing County policies.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby approves the creation of the position of Deputy Administrator of the Adult Care Center, salary to be set pursuant to the Management/Confidential Salary Schedule; and

**BE IT FURTHER RESOLVED**, that there is authorization to fill this position immediately.