



# Sullivan County

## Management & Budget, Capital Planning and Budgeting Committee

### Meeting Agenda - Final

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

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Thursday, November 9, 2023

9:00 AM

Government Center

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#### Call To Order and Pledge of Allegiance

#### Roll Call

#### Comments:

#### Reports:

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

#### Discussion:

#### Public Comment

#### Resolutions:

1. To Modify the 2023 Budget [ID-5921](#)  
**Attachments:** [October 31 2023 Resolution Needed](#)
2. Set salary for the Sullivan County Clerk for term 1/1/24-12/31/27 [ID-5875](#)
3. Apportion the 3rd Quarter Mortgage Tax [ID-5885](#)  
**Attachments:** [3rd Quarter AU-202 1st pg](#)  
[3rd Quarter AU-202 2nd Pg](#)
4. To Create and Fund Assigned Fund Balances within the General Fund [ID-5904](#)

#### Adjourn



Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

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**File #:** ID-5921

**Agenda Date:** 11/9/2023

**Agenda #:** 1.

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**Narrative of Resolution:**  
To Modify the 2023 Budget

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

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

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

**Specify Compliance with Procurement Procedures:**

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

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

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

G/L Account	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-1010-42-4201 - OFFICE ADVERTISING			275	
A-1230-40-4049 - CONTRACT CONSULTING			7,500	
A-1410-11-42-4207 - OFFICE FURNITURE			5,250	
A-1490-42-4205 - OFFICE PRINTING				4,235
A-1490-47-4701 - DEPT RENTALS				10,000
A-1490-47-4701 - DEPT RENTALS				5,770
A-1620-19-21-2102 - FIXED BUILDINGS AND BUILDING IMPRVMTS			13,000	
A-1620-22-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			10,000	
A-1620-22-R2410-R115 - RENTAL OF PROPERTY BUILDINGS	7,230			
A-1620-24-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			4,235	
A-1620-25-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				3,000
A-1680-43-4301 - COMPUTER SUPPLIES			133	
A-1680-43-4302 - COMPUTER HARDWARE PURCHASES/LEASES			150,729	
A-1680-43-4302 - COMPUTER HARDWARE PURCHASES/LEASES			7,083	
A-1680-43-4304 - COMPUTER MAINTENANCE/SERVICE FEES			32,415	
A-1680-R1289-R247 - GEN GOV DEPT INCOME MISC FEE/REIMBURSMNT	7,216			
A-1989-99-47-4736 - DEPT CONTINGENT				5,250
A-1989-99-47-4736 - DEPT CONTINGENT				36,850
A-1989-99-47-4736 - DEPT CONTINGENT				150,729
A-1989-99-47-4736 - DEPT CONTINGENT				4,000
A-1989-99-47-4736 - DEPT CONTINGENT				32,415
A-1989-99-47-4736 - DEPT CONTINGENT				7,500
A-3010-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			16,500	
A-3010-R3389-R338 - ST AID PUBLIC SAFETY OTHER	16,500			
A-3110-29-21-2105 - FIXED AUTOMOTIVE EQUIP			4,000	
A-3110-29-41-4102 - AUTO/TRAVEL LODGING			4,000	
A-3110-29-46-4610 - MISC SERV/EXP EMPL NOTARY/CERTIFICATION			100	
A-3110-29-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				17,600
A-3110-29-47-4744 - DEPT CANINE UNIT			13,000	

G/L Account	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-3110-29-R1510-R248 - SHERIFF FEE MISC LOCAL GRANT	7,500			
A-3110-30-42-4204 - OFFICE POSTAGE			3,500	
A-3110-30-45-4506 - SPEC DEPT SUPPLY PUBLIC SAFETY			4,500	
A-4320-41-45-4543 - SPEC DEPT SUPPLY FOOD			600	
A-4320-41-R4489-R167 - FED AID OTHR HEALTH DEPARTMENTAL AID	600			
A-5610-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			3,000	
A-6293-40-4001 - CONTRACT AGENCIES			36,850	
A-8020-90-42-4201 - OFFICE ADVERTISING				275
A-8020-90-47-4796 - DEPT PLANS AND PROGRESS(*)			9,000	
A-8020-90-47-4796 - DEPT PLANS AND PROGRESS(*)			2,600	
A-9901-90-9037 TRANSFERS SOLID WASTE			292,639	
A-9901-90-9002 TRANSFERS ROAD MACHINERY				292,639
<b>A Fund Total</b>	<b>39,046</b>	<b>-</b>	<b>620,909</b>	<b>570,263</b>
CL-8160-21-2105 - FIXED AUTOMOTIVE EQUIP			292,639	
CL-8160-R5031-R209 INTERFUND TRANSFER GENERAL FUND	292,639			
<b>CL Fund Total</b>	<b>292,639</b>	<b>-</b>	<b>292,639</b>	<b>-</b>
DM-5130-48-21-2105 - FIXED AUTOMOTIVE EQUIP				292,639
DM-9997-R5031-R209 INTERFUND TRANSFER GENERAL FUND		292,639		
<b>D Fund Total</b>	<b>-</b>	<b>292,639</b>	<b>-</b>	<b>292,639</b>

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



Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-5875

**Agenda Date:** 11/9/2023

**Agenda #:** 2.

**Narrative of Resolution:**

Set salary for the Sullivan County Clerk for term 1/1/24-12/31/27

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

**Amount to be authorized by Resolution:** Salary increase of \$19,000

**Are funds already budgeted?** No

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY MANAGEMENT AND BUDGET COMMITTEE TO SET THE SALARY OF THE SULLIVAN COUNTY CLERK**

**EFFECTIVE JANUARY 1, 2024**

**WHEREAS,** the Sullivan County Clerk term of office terminates on December 31, 2023;

**NOW, THEREFORE, BE IT RESOLVED,** that the salary of the Sullivan County Clerk be and is hereby set at \$102,000 for the term of office commencing January 1, 2024 and expiring on December 31, 2027.



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-5885

**Agenda Date:** 11/9/2023

**Agenda #:** 3.

**Narrative of Resolution:**

Apportion the 3<sup>rd</sup> Quarter Mortgage Tax

**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:**

**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 3<sup>rd</sup> Quarter 2023, as follows:

**TOWNS**

Bethel	\$94,098.05
Callicoon	\$17,133.20
Cochecton	\$ 7,979.48
Delaware	\$12,866.61
Fallsburg	\$226,765.99
Forestburgh	\$12,853.28
Fremont	\$11,677.47
Highland	\$36,902.30
Liberty	\$63,275.16

Lumberland	\$12,418.16
Mamakating	\$99,317.57
Neversink	\$25,844.01
Rockland	\$16,413.83
Thompson	\$131,421.98
Tusten	\$34,555.90

**VILLAGES**


Bloomingburg	\$3,149
Jeffersonville	\$1,065.65
Liberty	\$11,112.57
Monticello	\$13,882.78
Woodridge	\$7,699.60
Wurtsboro	\$3,981.44

County of Sullivan for the period: July 2023

through September 2023

Cash Statement for Taxes Collected Pursuant to Article 11

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					\$ -			\$ -					
February					\$ -			\$ -					
March					\$ -			\$ -					
April					\$ -			\$ -					
May					\$ -			\$ -					
June					\$ -			\$ -					
July	\$ 354,733.07	\$ 409.96	\$ 3,830.72	\$ 897.00	\$ 350,415.31	\$ 338.63		\$ 350,753.94	\$ 175,123.68			\$ 167,144.27	
August	\$ 260,630.08	\$ 390.51	\$ 3,812.41		\$ 257,208.18	\$ 729.94		\$ 257,938.12	\$ 128,596.73			\$ 123,162.81	
September	\$ 238,525.74	\$ 449.94	\$ 3,822.50		\$ 235,153.18	\$ 568.79		\$ 235,721.97	\$ 117,576.60			\$ 111,309.12	
TOTALS	\$ 853,888.89	\$ 1,250.41	\$ 11,465.63	\$ 897.00	\$ 842,776.67	\$ 1,637.36	\$ -	\$ 844,414.03	\$ 421,297.01	\$ -	\$ -	\$ 401,616.20	\$ -

 Sullivan County Clerk

 Sullivan County Treasurer





County of Sullivan for the period:

Jul-23 through

Sep-23

**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	\$ 95,153.89			\$ 95,153.89	\$ 94,098.05
Town of Callicoon	\$ 18,403.05			\$ 18,403.05	\$ 18,198.85
Town of Cochecton	\$ 8,069.02			\$ 8,069.02	\$ 7,979.48
Town of Delaware	\$ 13,010.98			\$ 13,010.98	\$ 12,866.61
Town of Fallsburg	\$ 237,096.44			\$ 237,096.44	\$ 234,465.59
Town of Forestburgh	\$ 12,997.50			\$ 12,997.50	\$ 12,853.28
Town of Fremont	\$ 11,808.50			\$ 11,808.50	\$ 11,677.47
Town of Highland	\$ 37,316.37			\$ 37,316.37	\$ 36,902.30
Town of Liberty	\$ 75,222.41			\$ 75,222.41	\$ 74,387.73
Town of Lumberland	\$ 12,557.50			\$ 12,557.50	\$ 12,418.16
Town of Mamakating	\$ 107,642.42			\$ 107,642.42	\$ 106,448.01
Town of Neversink	\$ 26,134.00			\$ 26,134.00	\$ 25,844.01
Town of Rockland	\$ 16,598.00			\$ 16,598.00	\$ 16,413.83
Town of Thompson	\$ 146,935.17			\$ 146,935.17	\$ 145,304.76
Town of Tusten	\$ 34,943.64			\$ 34,943.64	\$ 34,555.90
Rate:	\$ 0.9889038720				
Total tax districts: 15					
TOTALS:	\$ 853,889.88	\$ -	\$ -	\$ 853,888.89	\$ 844,414.03

\*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

**File #:** ID-5904

**Agenda Date:** 11/9/2023

**Agenda #:** 4.

**Narrative of Resolution:**

To Create and Fund Assigned Fund Balances within the General Fund

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

**Amount to be authorized by Resolution:** 0 - moving existing funds to fund balance

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:**

**WHEREAS,** the Sullivan County Legislature has approved the DPW 2023 - 2028 Capital Plan and the 2023 Operating Budget in the amount of \$400,000 to replace the Liberty Water Tower, and

**WHEREAS,** this project is in the design phase with an outside consultant which has been taking longer than anticipated, and

**WHEREAS,** the replacement of the water tower on the Liberty campus also requires the approval of the NYS Department of Health which will move any actual construction to 2024, and

**WHEREAS,** the Department of Community Services has received funding from New York State for Mental Health Emergency Response in the amount of \$500,000 in 2023 that is designated to be used to cover the cost of software over the next several years, and

**WHEREAS,** the Mental Health Emergency Response funds will have a remaining balance of \$460,374 at the end of 2023.

**NOW, THEREFORE, BE IT RESOLVED,** that Sullivan County Legislature hereby creates and funds the following Assigned Fund Balances within the General Fund:

Assigned Fund Balance - DPW Liberty Water Tower	\$400,000
Assigned Fund Balance - Mental Health Emergency Response	\$460,374

**BE IT FURTHER RESOLVED,** that the Sullivan County Legislature authorizes these fund balances be created in 2023.