



Sullivan County

Executive Committee

Meeting Agenda - Final

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

Thursday, December 19, 2024

9:00 AM

Government Center

Call To Order and Pledge of Allegiance

Roll Call

Comments:

Reports:

Discussion:

Public Comment

Resolutions:

1. To Appoint Rabbi Hillel Grossman to the Health Services Advisory Board for the Sullivan County Department of Public Health ..end [ID-6968](#)
2. 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 [ID-6986](#)
3. Adopt an Exterior Multicolored Building Lights Policy [ID-7007](#)
Attachments: [Exterior MultiColored Lights Policy 12-2024](#)
4. Authorize contract with Anthem Blue Cross Blue Shield to Bill for Resident Care at the Adult Care Center [ID-7008](#)

5. RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE AN AGREEMENT WITH SULLIVAN COUNTY BOCES ("BOCES") TO PROVIDE TRAINING SERVICES. [ID-7014](#)
6. To Allocate Funds for the Construction Phase of the Callicoon Riverside Park [ID-7015](#)
7. RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO ADOPT A "COUNTY OF SULLIVAN USE OF ARTIFICIAL INTELLIGENCE (AI) IN COUNTY OPERATIONS" POLICY [ID-7017](#)
Attachments: [POLICY - ITS2024-013 - Use of Artificial Intelligence \(AI\) in County Operations.pdf](#)
8. RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO AMEND RESOLUTION 424-24 [ID-7018](#)
9. Authorize contract with Tectonic Engineering Consultants, Geologists and Land Surveyors, DPC [ID-7020](#)
10. Reappoint Nadia Rajsiz and Catherine Scott to the Soil & Water Conservation District Board [ID-7023](#)
11. Reappoint John Diehl and appoint Peter Carey to the Soil & Water Conservation District Board of Directors [ID-7024](#)
12. Allocate funds from the 2024 Operating Budget to Assigned Fund Balance [ID-7026](#)
13. Approve MSW Rate from January 1, 2025 through June 30, 2025 to be \$136.50 [ID-7027](#)

Adjourn



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6968

Agenda Date: 12/19/2024

Agenda #: 1.

Narrative of Resolution:

To Appoint Rabbi Hillel Grossman to the Health Services Advisory Board for the Sullivan County Department of Public Health

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

Amount to be authorized by Resolution:

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures:

Introduced by Executive Committee to Appoint Rabbi Hillel Grossman to the Health Services Advisory Board for the Sullivan County 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 (4) years except three initial appointments shall be two (2) years and three initial appointments shall be three (3) 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, Rabbi Hillel Grossman has expressed interest in serving on the Health Services Advisory Board; and

WHEREAS, the Health Services Advisory Board members have discussed and recommend to the legislature that Rabbi Hillel Grossman be appointed based on experience and qualifications in public health and community health, have reviewed the need for representation on the board this is reflective of the current needs of the Sullivan County Department of Public Health; and

NOW, THEREFORE, BE IT RESOLVED, that Rabbi Hillel Grossman now be *appointed* to an initial appointment of a two (2) year term on the Health Services Advisory Board per Public Health Law for the term of January 1, 2025 through December 31, 2026.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6986

Agenda Date: 12/19/2024

Agenda #: 2.

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: \$3,425

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
Bethel Local Development Corporation	Purchase materials to create a Dumptique “Fix it Don’t Pitch It” at the Bethel Transfer Station (Legislator District 1)	\$3,425



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-7007

Agenda Date: 12/19/2024

Agenda #: 3.

Narrative of Resolution:

Adopt an Exterior Multicolored Building Lights Policy

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 ADOPT AN EXTERIOR
MULTICOLORED BUILDING LIGHTS POLICY

WHEREAS, new exterior lights were installed around the Sullivan County Government Center, and

WHEREAS, it is the desire of the County to utilize these lights in recognition of specific observances, and

NOW, THEREFORE BE IT RESOLVED, that the Sullivan County Legislature hereby adopts the attached
Exterior Multicolored Building Lights Policy.

SULLIVAN COUNTY POLICIES AND PROCEDURES

I. **SUBJECT:** EXTERIOR MULTICOLORED BUILDING LIGHTS POLICY

II. **ADOPTED:** Draft

III. **PURPOSE:** To define the usage of multicolored lights used to illuminate the exterior of Sullivan County government facilities as part of nationally recognized holidays, events and ceremonies.

IV. DEFINITIONS

Holidays/Events/Ceremonies: Specific national observances recognized by the County of Sullivan, be they on a particular day, week or month.

Lighting: The specific illumination of an outside area, object or facility owned or operated by the County of Sullivan, via a County-controlled lighting system capable of emitting multiple colors.

V. POLICIES AND PROCEDURES

1. The Lighting System

The County of Sullivan owns a series of multicolored lights used to illuminate the exteriors of buildings like the Government Center and Courthouse between dusk and dawn. The lights are able to be operated remotely by the Division of Public Works but typically automatically illuminate at night with a bright white.

2. Authority Over the System

The County Manager's Office, as delegated by the County Legislature, maintains operational jurisdiction of the lighting system, while the Division of Public Works ensures maintenance of the system.

3. Requests to Use the System

Requests to illuminate County property utilizing this system must be made to the Sullivan County Manager. Any request should include the reason for the request, the desired color and the desired period of time, with at least two business days' notice prior to the requested illumination period. The County Manager, or their designee, will determine whether the request is granted, a key consideration being the request's relation to a nationally recognized holiday, event and/or ceremony.

4. Duration of Illumination

For single-day holidays, buildings will be appropriately illuminated the night leading up to the day, and the night of the day itself. For observances lasting a week or longer, buildings will be appropriately illuminated each of the nights within the span of that observance, for a maximum of seven (7) nights. Other than the standard bright white, no color(s) will be displayed longer than seven (7) consecutive nights at a time.

VI. POLICY EFFECTIVE DATE

This Policy shall take effect as of the date of its adoption by the County Legislature.

The County reserves the right to change, modify or amend all or part of this Policy at any time.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-7008

Agenda Date: 12/19/2024

Agenda #: 4.

Narrative of Resolution:

Authorize contract with Anthem Blue Cross Blue Shield to Bill for Resident Care at the Adult Care Center

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 THE COUNTY MANAGER TO EXECUTE AN AGREEMENT WITH ANTHEM BLUE CROSS BLUE SHIELD TO BILL FOR RESIDENT CARE AT THE ADULT CARE CENTER

WHEREAS, Anthem Blue Cross Blue Shield is an insurance carrier covering the cost of room and board for nursing home residents; and

WHEREAS, an agreement authorizing payment rates between Sullivan County and Anthem Blue Cross Blue Shield has been drafted; and

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to enter into agreement with Anthem Blue Cross Blue Shield authorizing payment rates for residents of the Adult Care Center

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



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-7014

Agenda Date: 12/19/2024

Agenda #: 5.

Narrative of Resolution:

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE AND AGREEMENT WITH SULLIVAN COUNTY BOCES (“BOCES”) TO PROVIDE TRAINING SERVICES.

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

Amount to be authorized by Resolution: \$30,000

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: N/A

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE AN AGREEMENT WITH SULLIVAN COUNTY BOCES (“BOCES”) TO PROVIDE TRAINING SERVICES.

WHEREAS, in cooperation with BOCES, the County and the Center for Workforce Development (“CWD”), training was developed and provided to residents for employment in different trades, and

WHEREAS, training for employment in the Electrical filed is scheduled to begin March 2025, and

WHEREAS, in 2025 there will be a larger agreement developed that will include SUNY Sullivan, and

WHEREAS, while that new agreement is under development there is a need to enter into an agreement with BOCES to continue providing training until the new agreement is in place, and

WHEREAS, BOCES will continue to provide the instructors and use of the facilities for Electrical and any other training that may occur in an amount not to exceed \$30,000.

NOW, THEREFORE BE IT RESOLVED, that the County Manager is hereby authorized to execute an Agreement with BOCES for the period of January 1,2025 to June 30, 2025, in an amount not exceed \$30,000.

BE IT FURTHER RESOLVED, that said Agreement will be in the form approved by the office of the County Attorney.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-7015

Agenda Date: 12/19/2024

Agenda #: 6.

Narrative of Resolution:

To Allocate Funds for the Construction Phase of the Callicoon Riverside Park

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

Amount to be authorized by Resolution: \$235,000

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO ALLOCATE FUNDS FOR THE CONSTRUCTION PHASE OF THE CALLICOON RIVERSIDE PARK

WHEREAS, The County of Sullivan (“County”) has proposed the creation of a new riverside park on an abandoned campground on the banks of the Delaware River in the hamlet of Callicoon, Town of Delaware, NY; and

WHEREAS, construction of the entryway, parking lot, driveway and first phase of trails for the park have been estimated at a cost of \$460,000 and is anticipated to begin in 2025; and

WHEREAS, the Sullivan County Department of Parks, Recreation and Beautification wishes to minimize the impact on the 2025 operating budget and has identified funding in the amount of \$235,000 in the 2024 Operating Budget that may be repurposed to cover a portion of the construction of the Callicoon Riverside Park; and

WHEREAS, the Sullivan County Legislature is committed to seeing the construction of this project through completion and wishes to allocate funding to the Assigned Fund Balance - Planning for the purpose of constructing the Callicoon Riverside Park.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature authorizes funds remaining at the conclusion of FY2024, up to \$235,000, to be transferred to the Assigned Fund Balance - Planning for the purpose of constructing the Callicoon Riverside Park project, said amount to be funded as follows:

A-7110-39-40-4006	\$135,000.00
A-7110-82-21-2101	\$100,000.00



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-7017

Agenda Date: 12/19/2024

Agenda #: 7.

Narrative of Resolution:

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO ADOPT A “COUNTY OF SULLIVAN USE OF ARTIFICIAL INTELLIGENCE (AI) IN COUNTY OPERATIONS” POLICY

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: N/A - Policy Adoption

WHEREAS, the application and ability to use artificial intelligence to create efficiencies in business grows exponentially every day; and

WHEREAS, responsible use of artificial intelligence requires guidelines to ensure artificial intelligence is used in a manner that aligns with legal and ethical standards of the County of Sullivan, promotes transparency, and safeguards against the misuse of protected or confidential data; and

WHEREAS, the Sullivan County Legislature, the County Manager’s Office, and the Division of Information Technology Services have reviewed the “*County of Sullivan Use of Artificial Intelligence (AI) in County Operations*” policy and recommend its adoption.

NOW THEREFORE IT BE RESOLVED, that the Sullivan County Legislature hereby approves the “*County of Sullivan Use of Artificial Intelligence (AI) in County Operations*” attached hereto and filed with the Clerk of the Legislature; and

BE IT FURTHER RESOLVED, that the “*County of Sullivan Use of Artificial Intelligence (AI) in County Operations*” is adopted and shall be effective on the date of this adoption; and

BE IT FURTHER RESOLVED, that copies of this resolution and attached policy be assigned by the Human Resources Department to all county employees within OneGroup for review and acknowledgement and made part of the new employee task assignment process moving forward.



Policy ID: ITS2024-013

Policy & Procedures

County of Sullivan

Use of Artificial Intelligence (AI) in County Operations

Issued by:	Information Technology Services
Adopted:	December 19, 2024
Revised:	N/A
Applies to:	All County of Sullivan full-time, part-time employees, volunteers, temporary contract employees, and interns.

Policy Statement:

Artificial Intelligence (AI) is a rapidly evolving field of technology, and an increasing amount of AI tools are becoming available for public use, such as Microsoft’s CoPilot and OpenAI’s ChatGPT. While the County can realize benefits from the responsible use of AI, it is also important to understand the risks associated with this technology. This policy seeks to ensure that employees use AI technology to benefit the County and its citizens while upholding ethical considerations, transparency, and accountability. Artificial Intelligence is a relatively broad term with specific types of AI suitable for various purposes. This policy addresses general use of AI but is primarily targeted towards generative AI. Parts of this policy were created using OpenAI’s ChatGPT with GPT 3.5. All generated content was reviewed and edited prior to inclusion in this policy.

Prohibition of Using Protected or Confidential Data

AI applications within Sullivan County shall not be utilized for processing or generating content that involves Protected or Confidential Data, including but not limited to Personal Identifiable Information (PII) such as social security numbers, home addresses, and birth dates, or medical records, financial information, and any data protected by applicable privacy laws, including HIPAA. Any violation of this prohibition will result in disciplinary action, legal consequences, or both.

References:

1. The Garces, S. (2023, May 18). *City of Boston Interim Guidelines for Using Generative AI*. Retrieved from City of Boston: <https://www.boston.gov/sites/default/files/file/2023/05/Guidelines-for-Using-Generative-AI-2023.pdf>
2. Haisler, D. (n.d.). *Generative AI*. Retrieved from Dustin Haisler: <https://www.dustinhaisler.com/generative-ai>
3. IBM. (2023, August 30). *IBM Artificial Intelligence Pillars*. Retrieved from IBM: <https://www.ibm.com/policy/ibm-artificial-intelligence-pillars/>
4. Microsoft Corp. (2023, July 21). *Transparency Note for Azure OpenAI Service*. Retrieved from Microsoft Learn: <https://learn.microsoft.com/en-us/legal/cognitive-services/openai/transparency-note>
5. Zong-Xian Huang, M. E. (2023, October 24). *Artificial Intelligence (AI) and Public Managers: Key Questions and Recommended Actions*. Retrieved from Center for Technology in Government - University at Albany - State University of New York: https://www.ctg.albany.edu/publications/CTG_AI_Report/

Definitions:

1. Artificial Intelligence (AI) - The simulation of human intelligence processes by machines, especially computer systems.
2. Generative AI - Leverages large volumes of data along with machine learning (ML) techniques

to produce content based on inputs or prompts from users.

3. Artificial Intelligence Vendor - Any vendor selling an AI system or using AI within its systems.

Standards:

1. Ethical Considerations:
 - A. Equity and fairness. The County must use AI in a manner that ensures equitable and fair treatment of all individuals in accordance with County policies, ensuring models and outcomes are impartial and avoid bias.
 - B. Robustness. Staff must monitor the models utilized to see if data and accuracy drifts over time. The model should continue to deliver accurate and reliable output, and steps must be taken to protect the AI model from tampering and attacks.
 - C. Privacy and data protection. AI applications must adhere to all applicable data protection and privacy laws, regulations, and policies. Proper controls must be implemented to ensure data is protected.
 - D. Ability to explain output. Provide explanations to understand outcomes and decisions. A human should be able to understand why AI arrived at a conclusion and at which point it would have made a different prediction.
 - E. Transparency. The development and use of AI should prioritize transparency, with clear statements that AI is used in the process and clear explanations of how decisions are made. Transparency also includes facts about the AI model and process, such as the product and model used, the version of the model, etc.
2. Decision Making and Accountability
 - A. Human Oversight. Critical decisions affecting citizens, employees, or County operations must always involve human oversight. AI should be viewed as a tool to augment human decision making, not replace it.
 - B. Ability to Explain Output. AI systems used for decision-making should be designed to provide understandable explanations of their outputs so the reasoning behind the automated decisions can be understood.
3. Procurement and Vendor Relations
 - A. Vendor Selection. When acquiring AI systems from third-party vendors, the evaluation criteria must include the vendor's commitment to ethical AI practices. See the section on ethical considerations.
 - B. Contractual Safeguards. Contracts with AI vendors must include provisions that ensure compliance with County policies, data protection standards, and appropriate support and maintenance.
4. Training and Education
 - A. Personnel involved in AI-related projects must understand the risks involved in using AI, the responsible use of AI technology, and the laws and regulations applicable to the data they are working with.
 - B. Personnel involved in AI-related projects or who use AI for work should complete AI awareness training to gain a foundational understanding of various AI technologies, along with their benefits and risks
5. Acceptable uses of AI in County business include:
 - A. Improving administrative efficiency (e.g., automating routine tasks, such as data entry)

- B. Assisting in data analysis for decision making, provided the quality of input data and output results are reviewed by humans.
 - C. Improving citizen engagement (e.g., using AI-powered chatbots to provide information, answer questions, and facilitate service requests)
 - D. Creating a summary of a longer non-confidential document for internal purposes only.
 - E. Creating data sets for development and testing.
 - F. Creating documentation or instructions.
 - G. Assisting employee training and development (e.g., creating scenarios for simulations)
 - H. Improving fraud detection (e.g., using AI to detect potentially fraudulent financial transactions)
 - I. Asking general-knowledge questions meant to enhance an employee’s understanding of a work-related topic.
 - J. Generating a document that will be used by a human to build upon toward a final version (e.g., drafting a letter, job description, news release, or policy).
 - K. Drafting content in plain language or targeting a specific reading level.
 - L. Generating new creative ideas.
 - M. Conducting research (e.g., submitting test data for proof-of-concept projects).
 - N. Obtaining technical assistance (e.g., troubleshooting problems).
6. Unacceptable uses of AI in County business include:
- A. Using Computer programs, code, or other instructions used in County computer systems without appropriate review, testing, documentation, and editing.
 - B. Creating malicious computer code or other malicious content.
 - C. Creating content to be shared with the public without appropriate review and editing by an authorized supervisor, department head, or commissioner.
 - D. Creating content that violates any federal, state, or local laws.
 - E. Creating content that violates other County policies.
 - F. Decision-making that could have a significant impact on humans, such as determining eligibility for employment or housing.
 - G. Implementing AI systems that exclude certain groups of citizens or create barriers to accessing government services.
 - H. Using AI for any malicious purposes, such as creating or spreading false information.

Procedures:

1. Consider AI ethics when designing, building, implementing, or using an AI system for County business.
 - A. AI systems may generate content or information that reflect cultural, economic, and social bias of the source materials used to train the AI. Employees shall carefully review any AI-generated content to ensure unintended bias is changed or removed.
 - B. Analyze the security of the AI system to reduce opportunities for attack and ensure the accuracy of the system will not be affected by exceptions.
 - C. Do not submit confidential information to an external AI tool or one controlled by a vendor, including personal, private, or sensitive information unless the appropriate legal agreements exist between the County and the vendor, and the appropriate controls are in place to ensure data privacy. Report any inadvertent submission or disclosure of such information to ITS immediately.
2. Review content before use or publication.
 - A. AI-generated content may be factually incorrect or obsolete. Employees must review AI-generated content for accuracy before using it for County business or publishing to the

- public. This includes verifying AI-generated content against other reliable sources.
 - B. Ensure that AI-generated language is inclusive and respectful.
 - C. Employees shall remove any harmful or offensive material from AI-generated content.
 - D. Content produced by AI may contain copyrighted material. Employees must exercise due diligence to ensure no copyrighted material is published on behalf of the County without proper attribution or without obtaining the necessary rights by the identified rights holder.
3. Transparency
- A. If AI-generated content is published to the public on behalf of the County, the content should be labeled as having been produced by AI technology. Include details on the material’s review and editing, and include a reference to the product, model, and version used (e.g., ChatGPT by OpenAI; GPT v3.5). *For example: “Portions of this material were created with artificial intelligence, using Google’s Gemini 1.5.”*
 - B. AI-generated content that results in the creation of a public record may be subject to records retention requirements or disclosure under FOIL. Consult the department records access officer or County Attorney’s office for more information.
4. Governance
- A. Ensure your use of AI aligns with all County policies as well as federal, state, and local laws and regulations.
 - B. Consult with the Division of Information Technology Services before procuring or implementing AI technology in a live/production environment.
 - C. Reporting all use of AI to Division of Information Technology Services is mandatory so the County can maintain proper inventory/awareness of where AI is being implemented in County operations.

If you need help

For assistance with AI questions and implementation, contact the ITS Help Desk at x0110.

Document History

December 19, 2024

Policy creation, adoption, and publication.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-7018

Agenda Date: 12/19/2024

Agenda #: 8.

Narrative of Resolution:

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO AMEND RESOLUTION 424-24

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

Amount to be authorized by Resolution: \$79,000.00

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: N/A - this resolution amends resolution #424-24 for a renewal agreement with an existing vendor.

WHEREAS, Resolution No. 424-24, adopted by the Sullivan County Legislature on August 15, 2024, authorized signing a 1-year agreement with TheraManager DocuTrac in an amount not to exceed \$49,060.00; and

WHEREAS, Resolution 424-24 should have authorized signing a 19-month agreement with TheraManager DocuTrac in an amount not to exceed \$79,000.00.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby amends resolution 424-24 to authorized the County Manager to enter into a 19-month agreement with TheraManager DocuTrac running from May 17, 2024 to December 31, 2025, in an amount not to exceed \$79,000.00; and

BE IT FURTHER RESOLVED, that the base subscription for these services shall include up to \$6,000 additional per year to fund e-prescribe tokens for up to 10 prescribers of medications that support patients’ mental health; and

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-7020

Agenda Date: 12/19/2024

Agenda #: 9.

Narrative of Resolution:

Authorize contract with Tectonic Engineering Consultants, Geologists and Land Surveyors, DPC

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

Amount to be authorized by Resolution: \$40,400

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE AWARD AND EXECUTION OF CONTRACT WITH TECTONIC ENGINEERING CONSULTANTS, GEOLOGISTS & LAND SURVEYORS, D.P.C (TECTONIC ENGINEERING) FOR ENVIRONMENTAL, SURVEY AND DESIGN SERVICES RELATED TO THE CONSTRUCTION OF A PUBLIC SAFETY COMMUNICATION FACILITY

WHEREAS, a proposal was received for design, engineering, surveying and environmental assessment services necessary for the construction of a public safety communications facility in Jeffersonville, NY, and

WHEREAS, Tectonic Engineering, 36 British American Blvd Suite 101, Latham, New York 12110, will provide the services required for the SEQRA and NEPA Environmental Assessment, survey and design/engineering services, and

WHEREAS, the Sullivan County Division of Public Safety has reviewed said proposal and recommends that an agreement be executed.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a contract with Tectonic Engineering Consultants, Geologists & Land Surveyors, D.P.C, in an amount not to exceed \$40,400.00 in accordance with RFP# R-24-48; and shall be in such form as the County Attorney shall approve.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-7023

Agenda Date: 12/19/2024

Agenda #: 10.

Narrative of Resolution:

Reappoint Nadia Rajsz and Catherine Scott to the Soil & Water Conservation District Board

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 EXECUTIVE COMMITTEE TO REAPPOINT NADIA RAJSZ AND CATHERINE SCOTT TO THE SULLIVAN COUNTY SOIL AND WATER CONSERVATION DISTRICT BOARD

WHEREAS it is the desire of the Sullivan County Legislature to reappoint Nadia Rajsz and Catherine Scott to the Sullivan County Soil and Water Conservation District Board.

NOW, THEREFORE BE IT RESOLVED that the Sullivan County Legislature hereby reappoints Nadia Rajsz and Catherine Scott to the Sullivan County Soil & Water Conservation District Board with a term to expire December 31, 2025.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-7024

Agenda Date:

Agenda #: 11.

Narrative of Resolution:

Reappoint John Diehl and appoint Peter Carey to the Soil & Water Conservation District Board of Directors

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 EXECUTIVE COMMITTEE TO REAPPOINT JOHN DIEHL AND APPOINT PETER CAREY TO A THREE-YEAR TERM ON THE SULLIVAN COUNTY SOIL & WATER CONSERVATION DISTRICT BOARD OF DIRECCTORS

WHEREAS, the term of Robert Kaplan, Member at Large, as representative member of the Sullivan County Soil & Water Conservation District Board of Directors expires on December 31, 2024, and

WHEREAS, the term of John Diehl, Sullivan County Farmer, as representative member of the Sullivan County Soil & Water Conservation District Board of Directors expires on December 31, 2024, and

WHEREAS, the Sullivan County Soil & Water Conservation District Board of Directors nominated John Diehl, Farmer representative and Peter Carey, member at large, for a three year term to serve as representatives to said Board of Directors, and

WHEREAS, the Sullivan County Soil & Water Conservation District Board of Directors approved the aforementioned nominees at the regular meeting on December 9, 2024.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby reappoints John Diehl and appoints Peter Carey to a three year term set to expire on December 31, 2027..



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-7026

Agenda Date: 12/19/2024

Agenda #: 12.

Narrative of Resolution:

Allocate funds from the 2024 Operating Budget to Assigned Fund Balance

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 ALLOCATE FUNDS FROM THE 2024 OPERATING BUDGET TO ASSIGNED FUND BALANCE

WHEREAS, the Sullivan County of Sullivan Division of Planning, Community Development and Environmental Management (“Planning”) has several projects for which funding was allocated in the 2024 Operating Budget that will continue beyond December 31, 2024; and

WHEREAS, it is the desire of the Sullivan County Legislature to minimize the impact on the 2025 operating budget and allocate funding from the 2024 Operating Budget to the Assigned Fund Balance - Planning and Assigned Fund Balance - O&W Rail Trails for the purpose of completing these projects.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature authorizes funds remaining at the conclusion of FY2024, up to \$475,000.00, to be transferred to the Assigned Fund Balance - Planning for the purposes as described below:

A-8020-90-40-4006	\$250,000.00	Water Infrastructure Assessment
A-8020-90-47-4752	\$100,000.00	Removal of Unsafe Structures (RUSst)
A8090-40-4001	\$100,000.00	Bicycle & pedestrian Infrastructure Plan

BE IT FURTHER RESOLVED, that the Sullivan County Legislature authorizes funds remaining at the conclusion of FY2024, up to \$25,000, to be transferred to the Assigned Fund Balance - O&W Rail Trails, said amount to be funded as follows:

A-8020-90-47-4763	\$25,000.00	Property Acquisition
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Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-7027

Agenda Date: 12/19/2024

Agenda #: 13.

Narrative of Resolution:

Approve MSW Rate from January 1, 2025 through June 30, 2025 to be \$136.50

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 THE EXECUTIVE COMMITTEE AUTHORIZING THE TEMPORARY REVISION OF SECTION 620.1 OF THE SOLID WASTE MANAGEMENT RULES TO TAKE EFFECT ON JANUARY 1, 2025

WHEREAS, the Sullivan County Solid Waste Management Rules (hereinafter the Rules) were adopted by the County Legislature in accordance with Section 171-24 of the Sullivan County Code; and

WHEREAS, from time to time it is necessary to adjust rates based on items such as but not limited to contract obligations, CIP increases and equitable distribution of actual costs; and

WHEREAS, a discussion has occurred in the November Public Works Committee regarding the short notice on the tipping increase at IESI, a recommendation from the Committee asked for the adoption of a revision to the Rules. Specifically, Section 620.1 for MSW only changing the tip fee from \$150 that was recently passed down to \$136.50 TEMPORARILY from January 1, 2025 through June 30, 2025.

NOW, THEREFORE, BE IT RESOLVED, the Solid Waste Management Rules be modified to read as noted changing the tip rate for MSW from to \$150 to \$136.50” from January 1, 2025 through June 30, 2025 in Section 620.1 .

BE IT FURTHER RESOLVED, that the MSW tip rate will be increased to \$150 effective July 1, 2025.