



Sullivan County County Legislature

100 North Street
Monticello, NY 12701

Meeting Agenda - Final - Revised

Chairman Robert Doherty
Vice Chairman Michael Brooks
Legislator Nadia Rajsz
Legislator Nicholas Salomone Jr.
Legislator George Conklin
Legislator Luis Alvarez
Legislator Joseph Perrello
Legislator Ira Steingart
Legislator Alan J. Sorensen

Thursday, July 20, 2023

11:00 AM

Government Center

Call to Order and Pledge of Allegiance

Roll Call of Legislators

Presentations

Communications

Public Comment

Resolutions

1. To authorize digital or electronic copies of records to be the Official Copy of Record in Sullivan County [ID-5591](#)
2. Resolution to permanently store tax roll books from 1/1/07 through 12/31/10 and cancel outstanding property taxes contained in said roll books for two years [ID-5593](#)
3. TO AUTHORIZE COUNTY MANAGER TO EXECUTE AGREEMENTS FOR RESIDENTIAL RESPITE PREVENTIVE SERVICES RELATED PREVENTIVE SERVICES [ID-5595](#)
4. Resolution to withdraw parcels in the Town of Fallsburg from a foreclosure proceeding pursuant to §1138(6)(b) and to issue respective certificates canceling taxes [ID-5596](#)
5. Resolution to withdraw the parcel known as Town of Lumberland SBL 11.-1-21.21 from a foreclosure proceeding pursuant to §1138(6)(b) and issue respective certificates canceling taxes [ID-5597](#)

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6. Resolution to cancel unenforceable taxes, penalties and interest on parcels pursuant to §558 of the NYS Real Property Tax Law [ID-5598](#)
 7. To amend Resolution No. 189-23 to reflect different project funding for the Lumberland Fire Department. [ID-5610](#)
 8. Resolution to authorize the County Manager to execute a temporary easement needed by NYSEG to temporarily relocate a utility pole to enable the replacement of Bridge 77..end [ID-5613](#)
 9. To provide funding for the Neversink Crossing Project in the Town of Fallsburg for additional design, engineering and study as required by the NYS DOT to access \$1.1 million in Congressional funding. [ID-5615](#)
 10. Resolution to authorize the County Manager to execute utility work agreements in accord with the Federal Aid requirements of the project to replace County Bridge 77 which is 95% Federally funded. [ID-5616](#)
 11. RESOLUTION TO CONVEY PROPERTY ACQUIRED BY THE COUNTY OF SULLIVAN BY VIRTUE OF THE IN REM TAX FORECLOSURE PROCEEDING [ID-5617](#)
 12. RESOLUTION INTRODUCED BY GOVERNMENT SERVICES COMMITTEE TO AMEND RESOLUTION NO. 354-20 [ID-5619](#)
 13. Resolution to accept payment of real property tax arrears from the Village of Liberty [ID-5620](#)
 14. To seek the Sullivan County Legislature to authorize the County Manager or Chairman of the Legislature to execute any and all documents necessary to accept and administer funds awarded through a Congressional member item. Additionally, the funds are being included in a Federal-Aid Project Agreement to be administered by the NYS Department of Transportation. They NYSDOT require execution of a Intermunicipal Agreement with the Town of Fallsburg, which will be responsible for the construction of the project, and Sullivan County will pass the furnds through the Town. [ID-5623](#)
 15. TO CORRECT THE 2023 TAX ROLL OF THE TOWN OF THOMPSON FOR TAX MAP #52.V-2-19.1 [ID-5625](#)
 16. TO AUTHORIZE COUNTY MANAGER TO ENTER INTO AGREEMENT BETWEEN THE DEPARTMENT OF SOCIAL SERVICES AND THE COUNTY ATTORNEY'S OFFICE FROM JANUARY 1, 2023 THROUGH DECEMBER 31, 2023 [ID-5626](#)

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17. TO AUTHORIZE COUNTY MANAGER TO ENTER INTO AGREEMENT FOR THE PROVISION OF SUMMER YOUTH EMPLOYMENT SERVICES [ID-5627](#)
 18. TO AUTHORIZE A CONTRACT TO UTILIZE THE CARE CENTER AT SUNSET LAKE AS A CLINICAL TRAINING SITE. [ID-5628](#)
 19. To authorize an agreement between the Department of Community Services and the University Emergency Medical Services, Inc., d/b/a UBMD Emergency Medicine. [ID-5630](#)
 20. TO AMEND RESOLUTIONS #227-22 AND #6-23, AND ENTER INTO A CONTRACT AGREEMENT WITH THE NYS OFFICE OF CHILDREN AND FAMILY SERVICES (OCFS) TO ACCEPT GRANT MONIES FOR THE SULLIVAN COUNTY PUBLIC HEALTH SERVICES "HEALTHY FAMILIES OF SULLIVAN" [ID-5635](#)
 21. TO AUTHORIZE THE COUNTY MANAGER TO EXECUTE AGREEMENT BETWEEN DSS AND FEARLESS! HUDSON VALLEY, INC. [ID-5636](#)
 22. TO AUTHORIZE PUBLIC HEALTH TO APPLY FOR AND ACCEPT GRANT FUNDING IF AWARDED CRIBS FOR KIDS FOR THE 2023 CRIBS FOR KIDS/SUDDEN INFANT DEATH SYNDROME (SIDS) ASSOCIATION OF NEW YORK [ID-5637](#)
 23. TO AUTHORIZE THE COUNTY MANAGER TO EXECUTE AGREEMENTS BETWEEN THE DEPARTMENT OF PUBLIC HEALTH AND VARIOUS SCHOOL DISTRICTS [ID-5638](#)
 24. To authorize the creation of five (5) Student Intern positions at a rate of \$15.00 per hour. [ID-5641](#)
 25. To create the position of Regular Part Time Account Clerk in the Division of Planning, Community Development and Environmental Management. [ID-5644](#)
 26. To Modify the 2023 Budget [ID-5647](#)
Attachments: [June 30 2023 Resolution Needed.pdf](#)
 27. Authorize creation of a new position for the Center for Workforce Development of a Senior Employment and Training Supervisor Teamsters Grade X. [ID-5609](#)

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28. To seek authorization to file an application through the NYS Consolidated Funding Application. The application would target funding available through the NYS Department of State to update the regional plan for the Upper Delaware River and to complete the process to make it a Local Waterfront Revitalization Program. Funding would be sought in the amount of \$150,000 with an anticipated County match of \$50,000. [ID-5622](#)
29. Set public hearing on the 2023-2024 Sullivan County Community College Budget for August 17, 2023 at 10:50AM [ID-5643](#)
30. Authorize the contract extension with Cochection Volunteer Ambulance for discretionary funding [ID-5650](#)
31. To authorize signing of contracts with qualified organizations that can assist the County of Sullivan and the Workforce Development Board of Sullivan Inc. with an array of workforce development services in Sullivan County for in school youth and/or out of school youth. [ID-5652](#)
32. Authorize purchase of tools and equipment [ID-5654](#)
33. RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE ADOPTING AN AMENDED IDENTIFICATION/ACCESS CARD AND TWO-FACTOR AUTHENTICATION (2FA) TOKEN POLICY..end [ID-5655](#)
Attachments: [POLICY - ITS2018-011.1 - Identification-Access Card and 2FA Policy.pdf](#)
34. RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE A CONTRACT/AGREEMENT WITH CORRISOFT [ID-5656](#)
Attachments: [2023.07_PROB_Corrisoft_Background.pdf](#)
35. RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE A NEW ONE YEAR AGREEMENT WITH THOMSON REUTERS FOR THE “CLEAR” RESEARCH PRODUCT FOR THE BENEFIT OF THE PROBATION DEPARTMENT [ID-5657](#)
36. To confirm the appointment of Heather Brown as the Commissioner of Planning, Community Development and Environmental Management. [ID-5658](#)
37. Fill vacancy on the Sunset Lake Local Development Corporation [ID-5667](#)
38. Authorize contract modification with Fisher Associates for design and engineering services [ID-5670](#)
39. Resolution to approve fourth round of repurchases for 2023 [ID-5648](#)
Attachments: [Repurchase 4 Schedule A](#)
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40. To set a Public Hearing for a Proposed Local Law to amend portions of Chapter A of the Sullivan County Administrative Code. [ID-5671](#)

41. Authorize agreement for Medical Professional Services [ID-5674](#)

Old Business

42. Authorize Lease Agreement with Hughes Energy for Recycling Technology Project [ID-5019](#)

43. To Confirm the appointments of two (2) new members to the Sullivan County Board of Ethics [ID-5043](#)

Recognition of Legislators

Announcements from Chair

Adjournment or Close



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5591

Agenda Date: 7/20/2023

Agenda #: 1.

Narrative of Resolution:

To authorize digital or electronic copies of records to be the Official Copy of Record in Sullivan County

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 GOVERNMENT SERVICES COMMITTEE TO
AUTHORIZE DIGITAL OR ELECTRONIC COPIES OF RECORDS TO BE THE OFFICIAL COPY
OF RECORD IN SULLIVAN COUNTY**

WHEREAS, the Sullivan County Clerk, in the capacity of Records Management Officer for the county, as designated by the New York State Department of Education - State Archives, requests to authorize digitally created or digitally converted records as the official copy of record and maintain such records in digital format for the legally prescribed retention period of the record; and

WHEREAS, more departments are moving toward the scanning of electronic filing of documents, however paper copies are also being kept of these records which results in the redundant storage of documents, taking up limited space both on our networks and physical space in our record storage areas; and

WHEREAS, the Sullivan County records storage areas are near or over capacity in its records storage and hosts a less than ideal environment for preservation of paper records due to concerns with temperature, humidity, flooding and pest control;

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby approves the Resolution to authorize all digitally created or digitally converted records as the official copy of the record and such records be maintained in digital format for the legally prescribed retention period of the record. Sullivan County shall maintain all digital records adhering to the guidelines set forth in the Regulations of the Commissioner of Education, Part 185.8, section 57.29 of the Arts and Cultural Affairs Laws and all related standards and guidelines set by the Commissioner of Education. Copies of records in other formats, including paper, shall be deemed convenience copies and can be disposed of when no longer needed for reference or other administrative purposes.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5593

Agenda Date: 7/20/2023

Agenda #: 2.

Narrative of Resolution:

WHEREAS, the Sullivan County Treasurer has certified that there are delinquent taxes due on the financial records of her office for the period from January 1, 2007 through and including December 31, 2010 in the total sum of \$160,430.68, which sum represents delinquent taxes, interest and penalties levied against real properties which were either acquired by the County by in rem tax foreclosure and not discharged of record or which taxes are otherwise uncollectible; and

WHEREAS, \$160,041.43 of said delinquent taxes noted above is attributed to the parcel known as Town of Thompson tax map #107.-1-11.1 (the nursing home formerly known as “Monticello Manor”). This parcel has been transferred to the Sullivan County Land Bank for appropriate environmental remediation and ultimate sale, however, said sale is subject to the review and approval of the Village of Monticello, as they have substantial taxes due and owing on this parcel as well. The County and Village will proportionately share in the sale proceeds if, as and when said parcel is sold. However, due to the large sums of delinquent taxes, it is unlikely that the County and Village will be made whole on all of their delinquent taxes and therefore, writing off two years of the outstanding taxes will not result in a great loss to the County; and

WHEREAS, the Sullivan County Treasurer has recommended that she be authorized to make a correction of the records of the Sullivan County Treasurer by writing off the aforesaid amount as uncollectible; and

WHEREAS, the general public researches the financial tax records to inquire if there are any unpaid taxes for individual parcels; and

WHEREAS, the Sullivan County Treasurer would like to put into storage the tax roll books from the years 2007 through and including the year 2010;

NOW THEREFORE BE IT RESOLVED, the Sullivan County Treasurer be and she hereby is authorized to correct her financial records and write-off the sum of \$160,430.68 representing delinquent taxes, interest and penalties for the period of January 1, 2007 through and including December 31, 2010 and that the same be deemed discharged and canceled.

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



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5595

Agenda Date: 7/20/2023

Agenda #: 3.

Narrative of Resolution:

RESOLUTION INTRODUCED BY HEALTH AND HUMAN SERVICES COMMITTEE TO AUTHORIZE COUNTY MANAGER TO EXECUTE AGREEMENTS FOR RESIDENTIAL RESPITE PREVENTIVE SERVICES RELATED PREVENTIVE SERVICES

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

Amount to be authorized by Resolution: \$20,000 (\$7,600 County funds \$12,400 State funds)

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: 140-3.-4

WHEREAS, the County of Sullivan is required to have available services relevant to Persons in Need of Supervision (PINS) diversion including residential respite for families of youth at risk; and

WHEREAS, said residential respite services help reduce the use of more costly foster care services; and

WHEREAS, the Department of Social Services will again enter into agreement for residential respite services for families of and for youth at risk; and

WHEREAS, one or more New York State Office of Children and Family Services approved agencies shall provide residential respite services at state approved and locally negotiated rates at costs not to exceed \$20,000 for the period from July 1, 2023 through June 30, 2024 through an agreement with the Department of Social Services.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to enter into agreement for the provision of related residential respite services for the period from July 1, 2023 through June 30, 2024; and

BE IT FURTHER RESOLVED, the maximum of these agreements shall not exceed \$20,000 for the period from July 1, 2023 through June 30, 2024; and

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



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5596

Agenda Date: 7/20/2023

Agenda #: 4.

Narrative of Resolution:

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, 2016 which included the parcels in question; and

WHEREAS, the County Treasurer commenced the tax foreclosure proceeding for unpaid 2016 taxes on October 25, 2017; and

WHEREAS, several parcels on said List of Delinquent Taxes meet one or more of the criteria so that they 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, as follows: Town of Fallsburg SBL 58.A-1-21, 58.B-1-25, 58.B-3-26, 58.B-4-38, 58.B-5-13, 58.C-2-17, 58.C-4-19, 58.C-4-20, 58.D-1-18, 58.P-1-17, 58.P-1-9, 58.P-2-13 and 58.P-2-30; 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 Certificates of Withdrawal of said parcels from the foreclosure proceeding; and

WHEREAS, the County Treasurer and Real Property Advisory Board have determined that the commencement of supplementary proceedings against said parcels 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 properties are common areas as set forth in the filed subdivision known as "Davos Inc., et al". These parcels are not buildable lots and are spread throughout the Davos subdivision. The former owners, Vodas Inc., have no interest in repurchasing the parcels from the County; and

WHEREAS, there is no practical method to enforce the collection of the delinquent tax liens regarding said parcels 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 parcels; 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 parcels are 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 parcels 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

File #: ID-5597

Agenda Date: 7/20/2023

Agenda #: 5.

Narrative of Resolution:

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, 2012 which included the parcel in question; and

WHEREAS, the County Treasurer commenced the tax foreclosure proceeding for unpaid 2012 taxes on October 24, 2013; and

WHEREAS, one parcel on said List of Delinquent Taxes, Town of Lumberland SBL 11.-1-21.21, meets 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, 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 Lumberland 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

File #: ID-5598

Agenda Date: 7/20/2023

Agenda #: 6.

Narrative of Resolution:

WHEREAS, property located in the Town of Bethel designated on the Sullivan County Real Property Tax Map as Bethel 42.-1-9 is a road owned and maintained by the Town of Bethel since 2014; and

WHEREAS, property located in the Village of Liberty designated on the Sullivan County Real Property Tax Map as Liberty 112.-1-12 erroneously received a solid waste fee in error in 2021; and

WHEREAS, property located in the Village of Liberty designated on the Sullivan County Real Property Tax Map as Liberty 113.-2-1 is owned by the State of New York and has two years of solid waste fees which the State has determined it will not pay; and

WHEREAS, property located in the Town of Mamakating designated on the Sullivan County Real Property Tax Map as Mamakating 23.-1-27.20 is owned by the State of New York and has two years of solid waste fees which the State has determined it will not pay; and

WHEREAS, tax bills for several lien years were generated for the above-mentioned parcels and remain unpaid, accruing delinquent taxes, penalties and interest through June 30, 2023; and

WHEREAS, the Sullivan County Treasurer presented these parcels to the Real Property Advisory Board for review and the Real Property Advisory Board agrees that the parcels should be exempt from taxation under §558 of the Real Property Tax Law of the State of New York; and

WHEREAS, as these taxes, penalties and interest are unenforceable, the Real Property Advisory Board believes that it is in the best interest of the County to cancel any outstanding taxes, penalties and interest due and owing on the aforementioned parcels pursuant to §558 of the Real Property Tax Law of the State of New York.

NOW, THEREFORE, BE IT RESOLVED, the County Treasurer is so authorized to cancel the delinquent taxes, penalties and interest assessed to the parcels noted above and charge back the tax to the appropriate tax districts pursuant to Section 558 of the Real Property Tax Law of the State of New York.

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

File #: ID-5610

Agenda Date: 7/20/2023

Agenda #: 7.

Narrative of Resolution:

To amend Resolution No. 189-23 to reflect different project funding for the Lumberland Fire Department.

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

Amount to be authorized by Resolution: \$5,000

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

N/A

WHEREAS, the Sullivan County Legislature authorized a contract with the Lumberland Fire Department through the Legislative Discretionary Funding Program on March 16, 2023 via Resolution No. 189-23; and

WHEREAS, the project description to be funded was “Outfit a brand new fire truck with couplings/hose”; and

WHEREAS, due to delivery and pricing issues, the Lumberland Fire Department has requested that we fund another much needed item, Black Oak Nitron XD Night Vision camera system up to \$5,000, which will assist them with night search rescues on their air boat.

BE IT FURTHER RESOLVED, that the Sullivan County Legislature authorizes the County Manager to enter into a contract with the Lumberland Fire Department for the purchase of a Black Oak Nitron XD Night Vision camera system, up to \$5,000 for the contract period of January 1, 2023 through December 31, 2023, said contracts to be in a form approved by the County Attorney.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5613

Agenda Date: 7/20/2023

Agenda #: 8.

Narrative of Resolution:

Resolution to authorize the County Manager to execute a temporary easement needed by NYSEG to temporarily relocate a utility pole to enable the replacement of Bridge 77

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 WORKS COMMITTEE TO AUTHORIZE THE EXECUTION OF A TEMPORARY EASEMENT FOR THE RELOCATION OF A NEW YORK STATE ELECTRIC AND GAS (NYSEG) UTILITY POLE FOR THE REPLACEMENT OF BRIDGE 77 IN THE TOWN OF HIGHLAND.

WHEREAS, a temporary easement is needed by NYSEG to allow the temporary relocation of a utility pole on County property Town of Highland 15. -1-8.17 to enable the replacement of County Bridge 77; and

WHEREAS, the pole will be relocated by NYSEG at no cost to the County.

NOW THEREFORE BE IT RESOLVED, that the County Legislature approves of the temporary easement to be provided to NYSEG; and

BE IT FURTHER RESOLVED, that the County Manager of the County of Sullivan be and is hereby authorized to execute an easement and any associated documents necessary to relocate the NYSEG utility pole on parcel Town of Highland 15. -1 -8.17, said easement to be in such form as the County Attorney shall approve.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5615

Agenda Date: 7/20/2023

Agenda #: 9.

Narrative of Resolution:

To provide funding for the Neversink Crossing Project in the Town of Fallsburg for additional design, engineering and study as required by the NYS DOT to access \$1.1 million in Congressional funding.

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

Amount to be authorized by Resolution: \$100,000

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: funded by sales tax

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 Sullivan County Legislature on April 7, 2022, Alta Planning + Design Inc. (“Alta”) was awarded a contract in accordance with #R-22-02, to assist with implementation of the Sullivan O&W Rail Trail Feasibility Study; and

WHEREAS, Alta has provided design and engineering services for the Neversink Crossing Project (“Project”) as part of the original scope of their contract; and

WHEREAS, Sullivan County (the “County”) was awarded funding in the amount of \$1.1 million via Congressionally Directed Spending to fund the construction phase of the (“Project”); and

WHEREAS, the funding is being included in a Federal-Aid Project Agreement between the County and the New York State Department of Transportation (“NYSDOT”) who will administer the Agreement; and

WHEREAS, NYSDOT has required design and engineering services for the Project beyond the scope which was originally anticipated by the County and Alta, as well as a hydraulic study of the Project area; and

WHEREAS, additional funding for the project is required in order to fulfill the requirements of NYSDOT.

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. in an amount not to exceed \$100,000 for engineering and design services, as well as to fund a hydraulic study, in response to the requirements of the NYSDOT; and

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



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5616

Agenda Date: 7/20/2023

Agenda #: 10.

Narrative of Resolution:

Resolution to authorize the County Manager to execute utility work agreements in accord with the Federal Aid requirements of the project to replace County Bridge 77 which is 95% Federally funded.

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 PUBLIC WORKS COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO EXECUTE UTILITY WORK AGREEMENTS FOR THE RELOCATION OF UTILITIES FOR THE REPLACEMENT OF BRIDGE 77 IN THE TOWN OF HIGHLAND.

WHEREAS, Resolution 173-22 authorized the County Manager to execute an agreement with NYSDOT that provided for 95% Federal Funding of the project to replace Bridge 77 (Project) located in the Town of Highland; and

WHEREAS, the Federal Aid requirements of the project require the execution of Utility Work Agreements with utilities that need to relocate their utilities for the construction of the project; and

WHEREAS, the utilities shall be relocated at no cost to the County of Sullivan; and

WHEREAS, Utility Work Agreements are needed with New York State Electric & Gas, Frontier Communications and Charter Spectrum utilities.

NOW, THEREFORE BE IT RESOLVED, that the County Legislature approves of the proposed Utility Work Agreements to expedite the replacement of Bridge 77; and

BE IT FURTHER RESOLVED, that the County Manager of the County of Sullivan be and is hereby authorized to execute Utility Work Agreements with New York State Electric & Gas, Frontier Communications and Charter Spectrum utilities, said agreements to be in such form as the County Attorney shall approve.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5617

Agenda Date: 7/20/2023

Agenda #: 11.

Narrative of Resolution:

WHEREAS, property located in the Town of Mamakating designated on the Sullivan County Real Property Tax Map as #66.-1-4.3 being 0.62 acres and located on O’Gorman Road is owned by the County of Sullivan by virtue of an Article 11 foreclosure for 2020 taxes; and

WHEREAS, Luis Acosta owns a 2.97 acre parcel of land known as Town of Mamakating tax map #66.-1-4.5 (“Acosta parcel”) which is adjacent to the County-owned parcel noted above. The County-owned parcel contains the driveway and provides access to this adjacent to the Acosta parcel. Urban Financial Group holds a mortgage on the Acosta parcel and is in the end stages of foreclosing upon Acosta and taking title to the same. As such, the attorneys for Urban Financial Group has offered to purchase said County-owned parcel from the County of Sullivan for the sum of Seven Hundred Fifteen Dollars and 50/100 (\$715.50) which includes the auction fees and all outstanding County/Town taxes to ensure that access continues to the Acosta lot. Once Urban Financial Group forecloses and takes title to the County-owned parcel, they will be required to combine the two lots in question to ensure this issue does not arise again in the future; and

WHEREAS, the Real Property Advisory Board has reviewed the offer of the Urban Financial Group and recommends that the County accept its offer as it provides access to a now landlocked property as defined in Chapter §164-8(C) of the Sullivan County Code, with the condition that the two lots be combined as soon as possible; and

WHEREAS, in addition to the purchase price of \$715.50, Urban Financial Group will also be responsible for all future taxes as well as any other applicable charges, including but not limited to, omitted and pro-rated taxes, water and sewer charges, if any.

NOW, THEREFORE, BE IT RESOLVED, the Chairman of the Sullivan County Legislature is hereby authorized to execute the necessary documents in order to convey the aforesaid premises to Urban Financial Group or its assignee upon payment to the County Treasurer of \$1,329.00 representing the purchase price, auctioneer fee and recording fees.

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

File #: ID-5619

Agenda Date: 7/20/2023

Agenda #: 12.

Narrative of Resolution:

RESOLUTION INTRODUCED BY GOVERNMENT SERVICES COMMITTEE TO AMEND RESOLUTION NO. 354-20

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

Amount to be authorized by Resolution: \$68,000.00 with an increase of 3.5% per extension

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

R-20-28

RESOLUTION INTRODUCED BY GOVERNMENT SERVICES COMMITTEE TO AMEND RESOLUTION NO. 354-20

WHEREAS, Request for Proposal #R-20-28 was issued for Mailroom Services for the Central Services Department, and

WHEREAS, an award was made and an Agreement was executed with Kristt Kelly Office System Corporation, 369 Broadway, PO Box 548, Monticello, NY 12701, and

WHEREAS, in order to continue to provide services, there is a need to increase the not-to-exceed and the yearly escalation percentage, and

WHEREAS, Resolution No. 354-20 shall be amended to reflect an annual increase for a total not to exceed \$68,000.00, to be billed in advance, quarterly, for the contract period June 25, 2023 through June 24, 2024. This Agreement may be extended on a yearly basis for an additional three (3) years, with an increase of 3.5%, for each extension, upon mutual agreement, and

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a Modification Agreement with Kristt Kelly Office System Corporation, as outlined above and in accordance with RFP #R-20-28, dated August 7, 2020, 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-5620

Agenda Date: 7/20/2023

Agenda #: 13.

Narrative of Resolution:

WHEREAS, pursuant to an Inter-Municipal Agreement the County of Sullivan (“County”), the County Treasurer’s Office commenced and concluded a Real Property Tax Law Article 11 foreclosure proceeding on behalf of the Village of Liberty (“Village”); and

WHEREAS, one of the parcels of real property foreclosed upon is a 0.03 acre lot of vacant land located at School Street and is designated on the Town of Liberty tax map as Section 108 Block 6 Lot 39 (“Subject Parcel”), and

WHEREAS, the Village has maintained title and ownership of the Subject Parcel since August 27, 2012 and has designated the parcel for public use, and

WHEREAS, the Village has recently learned that this parcel has not been deemed exempt from taxation and as such, there are twelve years of unpaid County real property taxes which still remain unpaid and are a lien against the Subject Parcel, and

WHEREAS, the Village has requested that the County accept the “County Amount” of said delinquent taxes and waive the payment of the accrued penalties and interest and release its lien against the Subject Parcel, and

WHEREAS, the Real Property Advisory Board has reviewed the request of the Village and recommends that the County accept its offer as it resolves twelve years of open taxes.

NOW, THEREFORE, BE IT RESOLVED that the Sullivan County Legislature hereby authorizes the Sullivan County Treasurer to waive the penalties and interest accrued against the Subject Parcel, to accept payment of the County Amount of the tax arrears as payment in full and to release the County’s lien against the Subject Parcel.

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

File #: ID-5623

Agenda Date: 7/20/2023

Agenda #: 14.

Narrative of Resolution:

To seek the Sullivan County Legislature to authorize the County Manager or Chairman of the Legislature to execute any and all documents necessary to accept and administer funds awarded through a Congressional member item. Additionally, the funds are being included in a Federal-Aid Project Agreement to be administered by the NYS Department of Transportation. They NYSDOT require execution of a Intermunicipal Agreement with the Town of Fallsburg, which will be responsible for the construction of the project, and Sullivan County will pass the funds through the Town.

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, REAL PROPERTY AND CAPITAL PLANNING AND BUDGETING COMMITTEE TO AUTHORIZE EXECUTION OF AGREEMENTS RELATED TO CONGRESSIONALLY DIRECTED SPENDING FOR THE O&W RAIL TRAIL NEVERSINK CROSSING PROJECT

WHEREAS, Sullivan County (the “County”) was awarded funding in the amount of \$1.1 million via Congressionally Directed Spending to fund the construction of the Neversink River Crossing project (“Project”); and

WHEREAS, the funding is being included in a Federal-Aid Project Agreement between the County and the New York State Department of Transportation (“NYSDOT”) who will administer the Agreement; and

WHEREAS, the Town of Fallsburg (“Town”) will be responsible for the construction of the Project; and

WHEREAS, an intermunicipal agreement must be executed between the County and the Town to formalize and delineate the obligations of each party for administration of the Federal-Aid Project Agreement; and

WHEREAS, the Sullivan County Legislature must authorize the execution of award agreements and contracts related to the administration of the funding secured, as this standard language was lacking from the original resolution authorizing the submission of an application.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature authorizes the County Manager to execute an intermunicipal agreement with the Town of Fallsburg for the purposes of administering a Federal-Aid Project Agreement at the Neversink Crossing project site and to clearly delineate the obligations of the Town and the County for the construction phase of the project, in such form as the County Attorney shall approve; and

BE IT FURTHER RESOLVED, the Sullivan County Legislature hereby authorizes the County Manager and / or the Chairman of the County Legislature (*as required by the funding source award agreement*) to execute any and all necessary documents to accept the funding 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 in the event of an executed funding contract, the Sullivan County Legislature hereby authorizes the payment for services and materials whose costs are reimbursable under the award;

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

100 North Street
Monticello, NY 12701

File #: ID-5625

Agenda Date: 7/20/2023

Agenda #: 15.

Narrative of Resolution:

RESOLUTION INTRODUCED BY THE PLANNING, REAL PROPERTY AND ECONOMIC DEVELOPMENT COMMITTEE TO CORRECT THE 2023 TAX ROLL OF THE TOWN OF THOMPSON FOR TAX MAP #52.V-2-19.1

WHEREAS, an application dated June 9, 2023 having been filed by the County of Sullivan with respect to property assessed to said applicant on the 2023 tax roll of the Town of Thompson Tax Map #52.V-2-19.1 pursuant to Section 556 of the Real Property Tax Law, to correct an Unlawful Entry on the taxable portion of the tax roll due to an entry on the taxable portion of the assessment roll or the tax roll or both of the assessed valuation of real property which, except for the provision of RPTL, §490, is wholly exempt from taxation; and

WHEREAS, the Director of Real Property Tax Services has duly investigated the application and filed his report dated June 19, 2023 recommending this Board approve said application; and

WHEREAS, this Board has duly examined the application and report and does find as follows:

(a) That the application be approved because of an unlawful entry.

NOW, THEREFORE, **BE IT RESOLVED**, that the application be approved upon the grounds herein set forth; and

BE IT FURTHER RESOLVED, that the Chairman of the County Legislature be and he hereby is directed to note the decision of this Board on the application, execute an order to such effect to the officer having custody of the tax roll, send notice of approval to the applicant and file a copy of the records of this proceeding with the Clerk of the County Legislature; and

BE IT FURTHER RESOLVED, that the amount of any tax corrected pursuant to this Resolution shall be a charge upon the said municipal corporation or special district to the extent of any such municipal corporation or special district taxes that were so levied and that the amount so charged to any such municipal corporation or special district shall be included in the next ensuing tax levy and to the extent that the levy made pursuant to this resolution includes a relieved school tax, the Treasurer shall charge back such amount in accordance with law.

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

Amount to be authorized by Resolution: \$6.42

Are funds already budgeted? No

Specify Compliance with Procurement Procedures:

RPTL §556



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5626

Agenda Date: 7/20/2023

Agenda #: 16.

Narrative of Resolution:

RESOLUTION INTRODUCED BY HEALTH AND HUMAN SERVICES COMMITTEE TO AUTHORIZE COUNTY MANAGER TO ENTER INTO AGREEMENT BETWEEN THE DEPARTMENT OF SOCIAL SERVICES AND THE COUNTY ATTORNEY’S OFFICE FROM JANUARY 1, 2023 THROUGH DECEMBER 31, 2023

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

Amount to be authorized by Resolution: \$904,331

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: N/A

WHEREAS, the County of Sullivan, through the Department of Social Services, is required to provide various services; and

WHEREAS, the Department developed a cooperative agreement for these services with County Attorney’s Office for the purposes of claiming reimbursement to New York State; and

WHEREAS, this agreement will be at a total cost not to exceed the actual cost of the staff involved in the provision of services by the County Attorney’s Office in salaries and benefits adjusted for the time of service and other program expenditures provided during the period from January 1, 2023 through December 31, 2023.

NOW, THEREFORE, BE IT RESOLVED, the Sullivan County Legislature does hereby authorize the County Manager to execute an agreement between the Department of Social Services and the County Attorney’s Office for the provision of services and support during the period from January 1, 2023 through December 31, 2023; and

BE IT FURTHER RESOLVED, the maximum of this agreement is not to exceed the approved budgeted amount during the period from January 1, 2023 through December 31, 2023; and

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



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5627

Agenda Date: 7/20/2023

Agenda #: 17.

Narrative of Resolution:

RESOLUTION INTRODUCED BY HEALTH AND HUMAN SERVICES COMMITTEE TO AUTHORIZE COUNTY MANAGER TO ENTER INTO AGREEMENT FOR THE PROVISION OF SUMMER YOUTH EMPLOYMENT SERVICES

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

Amount to be authorized by Resolution: \$197,083

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: N/A

WHEREAS, the County of Sullivan, through the Department of Social Services, has been allocated New York State Office of Temporary and Disability Assistance (NYS OTDA) funding for the Summer Youth Employment Program (SYEP); and

WHEREAS, the Department will enter into an agreement with the Sullivan County Center for Workforce Development to provide SYEP services for 2023.

NOW, THEREFORE, BE IT RESOLVED, the Sullivan County Legislature does hereby authorize the County Manager to execute an agreement between the Department of Social Services and the Center for Workforce Development for Summer Youth Employment Services during the period from May 1, 2023 through December 31, 2023; and

BE IT FURTHER RESOLVED, and the maximum of this agreement is not to exceed \$197,083; and

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



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5628

Agenda Date: 7/20/2023

Agenda #: 18.

Narrative of Resolution:

RESOLUTION INTRODUCED BY HEALTH AND HUMAN SERVICES COMMITTEE TO AUTHORIZE A CONTRACT TO UTILIZE THE CARE CENTER AT SUNSET LAKE AS A CLINICAL TRAINING SITE0

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.N/A

Specify Compliance with Procurement Procedures: N/A

WHEREAS, the Care Center at Sunset Lake provides Occupational and Physical Rehabilitation Therapy Services for the residents of the Care Center; and

WHEREAS, the Care Center has a need to partner with local and regional educational institutions with Occupational Therapy (OT) and Physical Therapy (PT) programs who provide education and training to OT and PT students to complete the program requirements; and

WHEREAS, in order to complete OT and PT educational programs, clinical fieldwork experience is required; and

WHEREAS, the Care Center at Sunset Lake desires to contract with Dominican University New York and other universities and colleges which have OT and PT programs to provide education services to PT & OT students to complete the program requirements.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be hereby authorized to enter into contracts with universities and colleges with OT and PT programs to allow the Care Center to serve as a clinical fieldwork site for OT and PT students; and

BE IT FURTHER RESOLVED, that the form of such contracts be approved by the Sullivan County Attorney's Office.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5630

Agenda Date: 7/20/2023

Agenda #: 19.

Narrative of Resolution:

To authorize an agreement between the Department of Community Services and the University Emergency Medical Services, Inc., d/b/a UBMD Emergency Medicine.

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

Amount to be authorized by Resolution: \$14,800.

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

The Dept. of Community Services received funding for the purchase of one (1) vending machine for the purpose of accessing/dispensing Naloxone kits and/or other harm reduction items in Sullivan County to help reduce overdoses.

WHEREAS, the Sullivan County Department of Community Services would like to enter into an agreement with the University Emergency Medical Services, Inc., d/b/a UBMD Emergency Medicine, through its division of Medication for Addiction Treatment & Electronic Referrals (“MATTERS”), 77 Goodell Street, Suite 340, Buffalo, New York 14203; and

WHEREAS, this agreement would provide funding for one (1) vending machine to Sullivan County Department of Community Services for accessing/dispensing Naloxone kits and/or other harm reduction items; and

WHEREAS, to enter into an agreement with UBMD Emergency Medicine for the period from July 1, 2023 through June 30, 2024, which period may be extended on a yearly basis for an additional four (4) years.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to execute an Agreement with the University Emergency Medical Services, Inc., d/b/a UBMD Emergency Medicine, through its division of Medication for Addiction Treatment & Electronic Referrals (“MATTERS”) for one (1) vending machine to the Sullivan County Department of Community Services which shall be reimbursable in the amount of \$14,800 from July 1, 2023 through June 30, 2024.

BE IT FURTHER RESOLVED, that the form of such agreement shall be approved by the Sullivan County Office of the County Attorney.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5635

Agenda Date: 7/20/2023

Agenda #: 20.

Narrative of Resolution:

INTRODUCED BY HEALTH AND HUMAN SERVICES COMMITTEE TO AMEND RESOLUTIONS #227-22 AND #6-23, AND ENTER INTO A CONTRACT AGREEMENT WITH THE NYS OFFICE OF CHILDREN AND FAMILY SERVICES (OCFS) TO ACCEPT GRANT MONIES FOR THE SULLIVAN COUNTY PUBLIC HEALTH SERVICES "HEALTHY FAMILIES OF SULLIVAN"

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

Amount to be authorized by Resolution: \$8,100.00

Are funds already budgeted? No

Specify Compliance with Procurement Procedures: We are under contract already with the related service providers which went through the appropriate channels.

WHEREAS, Sullivan County Public Health Services was awarded grant monies from the NYS Office of Children and Family Services (NYSOCFS), for the period September 1, 2017 - August 31, 2022; and

WHEREAS, pursuant to Resolution #289-07, the County Manager was authorized to enter into contract with the NYSOCFS to accept such grant monies; and

WHEREAS, the Sullivan County Public Health Services Department recently was awarded grant monies for the Healthy Families of NY Sullivan program for a three-year contract period (9/1/2022 - 8/31/2025); and

WHEREAS, the Legislature Authorized Resolution #227-22 and #6-23 for the award agreement, which now requires amendment to update the award agreement amount.

NOW, THEREFORE, BE IT RESOLVED, that Legislature Resolutions #227-22 and #6-23 be amended and that the County Manager be and is hereby authorized to enter into a contract with NYSOCFS to accept grant monies in the amount of \$285,039 annually (9/1/2022 - 8/31/2025), which is subject to 10% County Local Share matching requirement (annual amount of \$28,504) for the Healthy Families of NY Sullivan Program; and

BE IT FURTHER RESOLVED, that the County Manager is authorized to execute contract renewals for the Healthy Families of Sullivan Program on an annual basis over the three years; and

BE IT FURTHER RESOLVED, that should the NYS OCFS Healthy Families of NY Sullivan funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding; and

BE IT FURTHER RESOLVED, that the County Manager be hereby authorized to execute contract renewals using the NYSOCFS Contract Management System and/or NYS Grants Gateway, and that the form of such contract agreement(s) be approved by the Sullivan County Attorney's office.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5636

Agenda Date: 7/20/2023

Agenda #: 21.

Narrative of Resolution:

INTRODUCTION BY HEALTH AND HUMAN SERVICES COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO EXECUTE AGREEMENT BETWEEN DSS AND FEARLESS! HUDSON VALLEY, INC.

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

Amount to be authorized by Resolution: \$259,020

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: Reviewed response of the request for proposal with Director of Purchasing and awarding contract to contractor for domestic violence services.

WHEREAS, the County of Sullivan, through the Department of Social Services, is executing an agreement with Fearless! of Hudson Valley for Domestic Violence Services in accordance with RFP# R-21-12; and

WHEREAS, the Department of Social Services wishes to contract with Fearless! of Hudson Valley for the period of April 1, 2023 through March 31, 2024. This agreement may be extended, upon mutual agreement, for three (3) additional years on a yearly basis at an amount not to exceed \$259,020 a year; and

WHEREAS, the County of Sullivan will receive funding as follows, funds from the state in the amount of \$52,020 funds from other resources in the amount of \$259,020.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to execute agreement with Fearless! of Hudson Valley for nonresidential domestic violence services during the period from April 1, 2023 through March 31, 2024; and

BE IT FURTHER RESOLVED, these contracts are at the County’s discretion, subject to annual appropriation; and

BE IT FURTHER RESOLVED, that the maximum of these contracts are not-to-exceed the amount of \$259,020 per year; and

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-5637

Agenda Date: 7/20/2023

Agenda #: 22.

Narrative of Resolution:

RESOLUTION INTRODUCED BY HEALTH AND HUMAN SERVICES COMMITTEE FOR PUBLIC HEALTH TO APPLY FOR AND ACCEPT GRANT FUNDING IF AWARDED CRIBS FOR KIDS FOR THE 2023 CRIBS FOR KIDS/SUDDEN INFANT DEATH SYNDROME (SIDS) ASSOCIATION OF NEW YORK

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

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

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: N/A

WHEREAS, Cribs for Kids has announced they are accepting applications for the Cribs for Kids/ SIDS Association of New York; and

WHEREAS, the grants will be limited to \$10,000; and

WHEREAS, this grant, if awarded, will enable the County to purchase \$10,000 worth of portable cribs, crib sheets and safe sleep message literature to provide a safe place for newborns in Sullivan County to sleep that are without a safe place to sleep.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager, the 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 Cribs for Kids/SIDS Association of New York’s Program application for funding; and

BE IT FURTHER RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager, the Chairman of the County Legislature and/or their authorized representative (as required by the funding source) to accept the award, and enter into an agreement or contract to administer the funding 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 by the use of this funding; and

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-5638

Agenda Date: 7/20/2023

Agenda #: 23.

Narrative of Resolution:

INTRODUCED BY HEALTH AND HUMAN SERVICES COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO EXECUTE AGREEMENTS BETWEEN THE DEPARTMENT OF PUBLIC HEALTH AND VARIOUS SCHOOL DISTRICTS

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

Amount to be authorized by Resolution: \$80,000.00

Are funds already budgeted? No

Specify Compliance with Procurement Procedures: As per Procurement Policy section 140-3.3.

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 Pre-School Service Providers for the period beginning July 1, 2023 to June 30, 2026 at State-approved rates.

NOW, THEREFORE, BE IT RESOLVED, the Sullivan County Legislature does hereby authorize the County Manager to execute an agreement between Department of Public Health and New York State Education Department Service Providers for the period of July 1, 2023 to June 30, 2026; and

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



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5641

Agenda Date: 7/20/2023

Agenda #: 24.

Narrative of Resolution:

To authorize the creation of five (5) Student Intern positions at a rate of \$15.00 per hour, not to exceed \$6,000 annually

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

Amount to be authorized by Resolution: 30,000

Are funds already budgeted? No

Specify Compliance with Procurement Procedures:

N/A

WHEREAS, the Sullivan County Legislature previously approved five (5) Student Intern positions in the 2023 budget, an unintended decrease from the 2022 budget; and

WHEREAS, it is the intention of the County Manager to offer the equivalent number educational opportunities as in the previous year,

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby creates five (5) additional Student Intern positions effective immediately,

BE IT FURTHER RESOLVED, that the hourly rate for these positions will be \$15.00 per hour, not to exceed \$6,000 per position annually,

BE IT FURTHER RESOLVED, that the Sullivan County Department of Human Resources is authorized to fill these new positions immediately.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5644

Agenda Date: 7/20/2023

Agenda #: 25.

Narrative of Resolution:

To create the position of Regular Part Time Account Clerk in the Division of Planning, Community Development and Environmental Management.

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

Amount to be authorized by Resolution: \$16,000 for balance of 2023

Are funds already budgeted? No

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE HUMAN RESOURCES COMMITTEE TO CREATE THE POSITION OF REGULAR PART TIME ACCOUNT CLERK IN THE DIVISION OF PLANNING, COMMUNITY DEVELOPMENT AND ENVIRONMENTAL MANAGEMENT

WHEREAS, the Division of Planning, Community Development and Environmental Management (“Division”) is comprised of the Department of Planning, Department of Grants Administration, Department of Parks, Recreation, and Beautification, and the Office of Sustainable Energy; and

WHEREAS, a needs analysis was conducted to determine Division workload in comparison to staffing and it has been determined that there is a need to conduct basic fiscal functions within the Division; and

WHEREAS, the creation of a Regular Part Time Account Clerk would appropriately address needs of the Division.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature authorizes the creation of a Regular Part Time Account Clerk with no benefits, at a rate in line with the teamsters salary schedule, for the Sullivan County Division of Planning, Community Development and Environmental Management.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5647

Agenda Date: 7/20/2023

Agenda #: 26.

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.

**June 30, 2023 Resolution Needed
Sullivan County Budget Modifications 2023**

G/L Account	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-1345-42-4201 - OFFICE ADVERTISING			1,500	
A-1680-43-4301 - COMPUTER SUPPLIES			12,044	
A-1680-43-4302 - COMPUTER HARDWARE PURCHASES/LEASES			820	
A-1680-43-4303 - COMPUTER SOFTWARE PURCHASE/LEASE			11,899	
A-1680-R1289-R247 - GEN GOV DEPT INCOME MISC FEE/REIMBURSMNT	24,763			
A-1920-47-4703 - DEPT DUES			5,000	
A-1989-99-47-4736 - DEPT CONTINGENT				5,000
A-1989-99-47-4736 - DEPT CONTINGENT				1,500
A-3010-42-4203 - OFFICE OFFICE SUPPLIES			429	
A-3010-45-4506 - SPEC DEPT SUPPLY PUBLIC SAFETY				6,258
A-3010-R4389-R338 - FED AID PUBLIC SAFETY OTHER		6,258		
A-3010-R4389-R338 - FED AID PUBLIC SAFETY OTHER	429			
A-3110-29-45-4541 - SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT(*)			51,460	
A-3110-29-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE(*)			620	
A-6010-38-47-4752 - DEPT MISC PROGRAM EXP			369,214	
A-6010-52-R3610-R104 - ST AID FAMILY SERV ADMINISTRATION	369,214			
A-8020-90-40-4013 - CONTRACT CONTRACT OTHER(**)			64,057	
A-8020-90-47-4796 - DEPT PLANS AND PROGRESS(***)			10,000	
A-8020-90-R4089-R167 - FED AID OTHR DEPARTMENTAL AID	32,029			
A Fund Total	426,435	6,258	527,043	12,758

(*) To be funded from the Opioid Assigned Fund Balance
(**) 1/2 To be funded from the Planning Programs Assigned Fund Balance
(***) To be funded from the Planning Programs Assigned Fund Balance



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5609

Agenda Date: 7/20/2023

Agenda #: 27.

Narrative of Resolution:

Authorize creation of a new position for the Center for Workforce Development of a Senior Employment and Training Supervisor Teamsters Grade X.

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

Amount to be authorized by Resolution: \$80,665.00-based on current salary schedules & benefits

Are funds already budgeted? No

Specify Compliance with Procurement Procedures: N/A

WHEREAS, the Center for Workforce Development wishes to create a position of Senior Employment and Training Supervisor, Teamsters Grade X as a continued part of succession planning; and

WHEREAS, the Center for Workforce Development currently has Employment and Training positions, as well as Employment and Training Supervisor positions, but there is a need for a Senior Employment and Training Supervisor which allows the team’s ability to function in absence of the Director. This position creates career pathways for succession due to important skills and institutional knowledge; and

WHEREAS, this position is fully covered under the Workforce Innovation & Opportunity Act (WIOA) funds received through the US Department of Labor, as well as other state funding and grants; and

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes creation of this new position, Senior Employment and Training Supervisor, Teamsters Grade X, and in accordance with the collective bargaining agreement. The County Legislature also authorizes this position to be filled upon approval.

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



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5622

Agenda Date: 7/20/2023

Agenda #: 28.

Narrative of Resolution:

To seek authorization to file an application through the NYS Consolidated Funding Application. The application would target funding available through the NYS Department of State to update the regional plan for the Upper Delaware River and to complete the process to make it a Local Waterfront Revitalization Program. Funding would be sought in the amount of \$150,000 with an anticipated County match of \$50,000.

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

Amount to be authorized by Resolution: \$50,000

Are funds already budgeted? No

Specify Compliance with Procurement Procedures: appropriated with the 2024 Operating Budget.

RESOLUTION INTRODUCED BY THE PLANNING REAL PROPERTY AND ECONOMIC DEVELOPMENT COMMITTEE TO AUTHORIZE AN APPLICATION FOR FUNDING TO UPDATE THE REGIONAL PLAN FOR THE UPPER DELAWARE RIVER AND COMPLETE THE PROCESS TO MAKE IT A LOCAL WATERFRONT REVITALIZATION PROGRAM

WHEREAS, the New York State Department of State (NYS DOS) administers funding to advance preparation, refinement or implementation of Local Waterfront Revitalization Programs (LWRP), made available to local governments under Title 11 of the New York State Environmental Protection Fund Local Waterfront Revitalization Program; and

WHEREAS, the Upper Delaware River is an Approved Inland Waterway under the LWRP and the NYS DOS Division of Coastal Resources; and

WHEREAS, through an LWRP grant received in 2009, the Sullivan County Division of Planning, Community Development, and Environmental Management (“Planning”) created a regional plan for the Upper Delaware River Corridor in 2015; and

WHEREAS, the 2015 regional plan for the Upper Delaware River Corridor is not a Local Waterfront Revitalization Program; and

WHEREAS, a Local Waterfront Revitalization program would become a basis for aligning local, state and federal actions and increase the funding opportunities for projects identified in the plan; and

WHEREAS, funding for this work is available on a competitive basis through the NYS Department of State under the State Consolidated Funding Application; and

WHEREAS, this funding provides the opportunity to update the 2015 plan and advance it into a program.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager and / or the Chairman of the County Legislature (*as required by the funding source award agreement*) to execute any and all necessary documents to submit an application for funding of up to \$150,000, with a commitment of a minimum 25% match of the project cost as required by the targeted funding source, and to execute any and all necessary documents 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 in the event of an executed funding contract, the Sullivan County Legislature hereby authorizes the payment for services and materials whose costs are reimbursable under the award;

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



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5643

Agenda Date: 7/20/2023

Agenda #: 29.

Narrative of Resolution:

Set public hearing on the 2023-2024 Sullivan County Community College Budget for August 17, 2023 at 10:50AM

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 SET PUBLIC HEARING ON THE SCCC 2023-2024 BUDGET

WHEREAS, there has been introduced and presented at a meeting of the Sullivan County Legislature held on July 20, 2023, a tentative 2023-2024 budget for the Sullivan County Community College.

NOW, THEREFORE, BE IT RESOLVED, that a public hearing be held on said tentative 2023-2024 budget for the Sullivan County Community College by the Sullivan County Legislature on August 17, 2023 at 10:50 AM, in the Legislative Hearing Room, County Government Center, Monticello, New York, and at least six (6) days' notice of the public hearing be given by the Clerk of the Sullivan County Legislature by due posting thereof on the bulletin board of the County of Sullivan and by publishing such notice at least once in the official newspapers of the County.

COUNTY OF SULLIVAN
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that there has been duly presented and introduced at a meeting of the Legislature of the County of Sullivan, New York, held on July 20, 2023, a tentative 2023-2024 budget for the Sullivan County Community College.

NOTICE IS FURTHER GIVEN that the Legislature of the County of Sullivan will conduct a public hearing on the aforesaid tentative 2022-2023 budget for the Sullivan County Community College at the Legislature's Hearing Room, County Government Center, Monticello, New York, 12701, on August 17, 2023 at 10:50 AM at which time all persons interested will be heard.

DATED: July 20, 2023

ANNMARIE MARTIN
Clerk of the Legislature
County of Sullivan, New York



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5650

Agenda Date: 7/20/2023

Agenda #: 30.

Narrative of Resolution:

Authorize the contract extension with Cochecton Volunteer Ambulance for discretionary funding

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 TO AUTHORIZE THE EXTENSION OF A DISCRETIONARY FUNDING CONTRACT WITH COCHECHTON VOLUNTEER AMBULANCE CORP

WHEREAS, Cochecton Volunteer Ambulance Corp entered into a Discretionary Contract with the County of Sullivan on or about March 17, 2022 pursuant to resolution number 114-22; and

WHEREAS, Cochecton Volunteer Ambulance Corp ordered goods pursuant to the contract in 2022, however, due to supply chain issues, the goods were not delivered and paid for until 2023 the Sullivan County Legislature now desires to extend the Contract period until July 1, 2023.

NOW THEREFORE BE IT RESOLVED, the Sullivan County Legislature authorizes the Chairman and or County Manager to execute a Contract Modification in a form approved by the County Attorney.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5652

Agenda Date: 7/20/2023

Agenda #: 31.

Narrative of Resolution:

To authorize signing of contracts with qualified organizations that can assist the County of Sullivan and the Workforce Development Board of Sullivan Inc. with an array of workforce development services in Sullivan County for in school youth and/or out of school youth.

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

Amount to be authorized by Resolution: \$49,500.00

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

WHEREAS, the Center for Workforce Development is responsible for the administration and implementation of the federal Workforce Innovation and Opportunity Act (WIOA) Title 1B funds; and

WHEREAS, the WIOA Section 123 requires the local provisions of education and employment and training services to Youth be procured through Request for Proposal; and

WHEREAS, a Request for Proposal #R 23-06 was issued on March 10, 2023 and there were no responses received; and

WHEREAS, the Center for Workforce Development needs to contract with eligible applicants that are public, private, for profit and not-for-profit entities and educational organizations with experience in delivering the specified component services to the target populations; and

WHEREAS, the County of Sullivan (County) and the Workforce Development Board of Sullivan Inc. (SCWDB) seek qualified service providers for the following service components to be provided to WIOA-eligible at-risk, in school youth between the ages of 14-21 and/or out-of-school youth between the ages of 16 and 24: (1) Tutoring, study skills training, instruction and dropout prevention strategies; (2) Alternative secondary school services; (3) Occupational skills training; (4) Education offered concurrently with workforce preparation and training; (5) Leadership development opportunities; (6) Adult mentoring; (7) Comprehensive guidance and counseling that provides individual counseling to participants; (8) Financial Literacy education; (9) Entrepreneurial skills training; (10) Services that provide labor market and employment information; (11) Post-secondary preparation and transition activities. Each service component can be up to \$4,500 on an annual basis, for an overall amount not to exceed \$49,500; and

WHEREAS, the term of these contracts will be for the period of July 1, 2023 through June 30, 2024 and may be renewable for up to four (4) additional years based upon availability of funds. Each contract may be up to \$4,500 per service provider, in an annual amount, for an overall total amount of all contracts not to exceed \$49,500; and

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is authorized to execute any and all of these contracts for an overall total amount not to exceed \$49,500 annually for the period of July 1, 2023 through June 30, 2024, and said contracts are to be in the form approved by the County Attorney, contingent upon the County receiving the necessary federal allocations under WIOA.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5654

Agenda Date: 7/20/2023

Agenda #: 32.

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

Amount to be authorized by Resolution: \$65,000

Are funds already budgeted? No

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AMEND RESOLUTION 203-23 THAT AUTHORIZED THE PURCHASE OF TOOLS AND EQUIPMENT NECESSARY FOR ACTIVE SHOOTER RESPONSE TRAINING

WHEREAS, on April 20, 2023, the Sullivan County Legislature via Resolution No. 203-23, authorized the purchase of tools and equipment necessary for active shooter response training for the Sullivan County Sherriff’s Office; and

WHEREAS, the original resolution authorized a not to exceed amount of \$40,000 and there is a need to increase that dollar amount to \$65,000 due to the prices of the necessary equipment to properly train its Officers to practice rapid entry to locked doors and other entry points that can be critical when responding to an active shooter situation; and

WHEREAS, the Sullivan County Legislature (“Legislature”) believes it is in the best interest of the citizens of Sullivan County that the Sheriff’s Office and its Officers have access to all tools and equipment it needs to train its Officers in the event that they must respond to an active shooter situation.

NOW THEREFORE BE IT RESOLVED, that the Legislature does hereby amend Legislative Resolution No. 203-23 to include an amount not to exceed of \$105,000.00 to acquire tools and equipment the Sheriff’s Office believes it needs to properly train its Officers in response to an active shooter situation.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5655

Agenda Date: 7/20/2023

Agenda #: 33.

Narrative of Resolution:

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE ADOPTING AN AMENDED IDENTIFICATION/ACCESS CARD AND TWO-FACTOR AUTHENTICATION (2FA) TOKEN POLICY

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

Amount to be authorized by Resolution: \$0

Are funds already budgeted? No

Specify Compliance with Procurement Procedures: N/A

WHEREAS, in recognition of the need for greater physical facility access control and security, the County implemented a door access control solution; and

WHEREAS, as a result, the Sullivan County Legislature implemented the Identification/Access Card Policy, adopted by Resolution #408-18 on September 18, 2018; and

WHEREAS, since this policy adoption, in 2022 the County of Sullivan Division of Information Technology Services has implemented an additional layer of security and access control to its computer/networked resources in the form of 2FA resulting in the issuance of authentication tokens throughout the County; and

WHEREAS, it is the desire of the County to adopt an updated Identification/Access Card Policy and Two-Factor Authentication (2FA) Token Policy that establishes a process for issuing and controlling Identification/Access Cards and Tokens for employees and certain temporary workers in County facilities in order to maintain security.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby formally adopts the attached amended Identification/Access Card Policy for Sullivan County effective immediately.



Policy ID: ITS2018-011.1~~0~~
Policy & Procedures

County of Sullivan Identification/Access Card Policy and Two-Factor Authentication (2FA) Token Policy

Issued by: Information Technology Services (ITS)
Adopted: September 18, 2018 – Resolution #408-18
Updated: ~~September 15, 2022~~ August XX, 2023 – Resolution #XXX-232

Applies to: All County of Sullivan full-time, part-time employees, volunteers, temporary contract employees, interns and visitors.

1-1. POLICY.

It is the policy of the County of Sullivan (County) to establish a process for issuing and controlling Identification/Access Cards and 2FA tokens to employees and certain visitors to County facilities in order to help maintain security. All County employees and designated individuals are required to wear an appropriate Identification/Access card (card) in accordance with the following procedures. County cards help maintain security by identifying authorized personnel at County work sites and residential or commercial properties served by the County.

1-2. SCOPE.

This operating procedure applies to all full-time, part-time employees, volunteers, temporary contract employees, interns and visitors.

1-3. PROCEDURE.

a. Building Access

1. The main entrance to the County is open to the public Monday-Friday, 9:00 AM – 5:00 PM. You will need a card to gain entry during all other times.
2. In order to enter a door using a card, look for a small, black, rectangular card reader next to the door. This reader has one (1) red light on the face of the unit. Place your card within four inches of the reader to activate it. The reader will emit a beep. If your card has been programmed to allow access through that door at that time, a green light will appear on the reader's face. Once the green light turns on, the door will unlock for five (5) seconds.
3. Employees should not open the door for others that do not have their own card, but rather direct the person to the Sheriff's Office Main Lobby Security Desk for assistance.

- b. Eligibility - The following individuals are eligible to receive a card or 2FA token (tokens only issued if a user ID to access our network resources has been created, - even for email only users.):

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1. Elected and appointed County officials;
2. Employees officially employed by the County and currently carried on the County payroll;
3. Individuals designated as a Contractor-Special Status and currently carried on the County payroll;
4. Individuals providing volunteer or special services who are officially designated by their department head to receive a temporary card.

c. Displaying Cards

1. All employees and designated individuals must wear cards with the front of the card visible or have the card available if the employee wears a uniform that displays their name when on duty, providing services, or accessing County facilities.

d. Maintenance and Control

1. All employees are required to have an access card or they will not be allowed through the secured common areas of the buildings.

~~1-2.~~ Please note that the access card and 2FA token always remains the property of the County.

~~2-3.~~ Do not prop open doors as this will activate a security alert.

~~3-4.~~ Do not punch holes in the card, attach or affix any pins or decorations to the card, bend the card, or wash the card or token as it may be rendered the card inoperable.

~~4-5.~~ Cards and tokens should not be left unattended on desks, near door locks, or carried in such a manner to be susceptible to loss or theft.

~~6.~~ Only one door access card shall be issued to each eligible person and it must not be transferred ~~/or~~ loaned to, or used by any other individual.

~~5-7.~~ Only one 2FA token shall be issued to each eligible person and it must not be transferred, loaned, or used by any other individual as they are configured and assigned to a specific employee.

~~6-8.~~ Upon termination of employment, contract, or volunteer services, ITS shall be notified immediately so access cards and tokens can be deactivated. Prearranged departures shall be communicated to ITS prior to their effective date so scheduled deactivation can be accommodated and configured.

~~7-9.~~ Cards and tokens must be returned to the ITS Department. The Department Head of the department where the person was assigned is responsible for ensuring that the card is surrendered before the person leaves the County of Sullivan premises. It is the responsibility of the Department Head to return all surrendered cards and tokens to ITS for cataloging, deactivation and/or destruction, and in the case of tokens, recirculation/reissue.

~~8-10.~~ Temporary cards may be issued by a department to eligible persons for a

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limited time period (e.g., when an individual provides volunteer or special services), and must be returned to the issuing department by the end of the authorized period. Each department will be responsible for logging in/out the temporary cards in their possession.

~~9-11.~~ When County employees encounter individuals in secured non-public areas of County facilities or work sites, without appropriate identification and without authorized escorts, they should inquire whether the individual needs assistance. Any suspicious or unusual behavior should be immediately reported to management personnel. **NO ONE SHOULD CONFRONT THE INDIVIDUAL EXHIBITING SUSPICIOUS OR UNUSUAL BEHAVIOR FOR THE EMPLOYEE'S OWN SAFETY.**

~~10-12.~~ The access system is set up to automatically suspend any card not used in over any 60-day period. The card will be suspended but the information will be retained in the system.

~~11-13.~~ If a card or token does not work for any reason, please contact ITS via the help desk at x0110 or (845) 807-0110.

e. Processing Requests for Identification Cards

1. Each employee is responsible for making a request, in person, to the ITS Department for a card. Initial requests for cards and photos are processed at the Sullivan County Government Center, 100 North Street, Monticello, NY 12701 in the ITS Department.
2. The ITS Department will supply the card with the carabiner, badge holder and/or lanyard.

f. Replacement of County Identification Cards and Tokens

1. A replacement card is required for a name change, transfer to a different department, change of job title, or for a lost, missing, stolen, or damaged card.
2. Employees/individuals must immediately notify their supervisor if their County identification card or token is lost, missing, stolen, or damaged. The supervisor shall notify the ITS Department or the Sheriff's Office (for Sheriff's Office issued cards) immediately upon notification. Please do so even if there is a chance that the card or token will be found. It is easy to reactivate a card that turns up later.
3. An old or damaged card or token must be returned to the ITS Department before a replacement card is issued.
4. The ITS Department will assess employees/individuals a fee of \$15.00 for each a-replacement card and \$26.00 for each token replacement if their card/token was lost, missing or damaged. If the card/token is stolen and a police report is filed and produced, then there will be no charge. (Note: All collective bargaining agreement provisions cover employees while they are on the job and working. Cards or tokens lost, missing or damaged outside of an employee's regular scheduled working hours or while off-premises (remote) are subject to this replacement fee. For purposes of this policy and as an example: even if working regularly scheduled hours but are remote, if your dog/puppy/child/significant other, etc., destroys your card/token at any time of day, this is not considered "unintentionally damaged" during work and you

will be responsible for replacement fees.)

5. New photographs and signatures (except for a name change) are not needed when replacing County identification cards since all original photographs are retained in the database.
6. Every five (5) years from the date of issue, the employee cards will be replaced free of charge and a new photograph will be taken. Employees will be responsible for contacting the ITS Department for an appointment.
- ~~6-7.~~ Every two (2) years, due to battery lifespan limitations, from the date of ITS acquisition (not the date issued to an employee), new 2FA tokens will be provided free of charge.

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g. Training and Enforcement

1. Each employee will be trained as to security needs of their work area as well as the building(s) in which they work.
2. It is the responsibility of Department Heads to ensure each employee has been trained and acknowledges the training they have received.
3. It is the responsibility of each County employee to comply with the requirements of this policy.
4. It is the responsibility of each County employee to report persons seen in restricted areas of a County facility who are not properly identified with an Employee ID card clearly displayed.

Title	Identification/Access Card Policy <u>and Two-Factor Authentication (2FA) Token Policy</u>			
Description	Establishing a process for issuing and controlling Identification/Access Cards to employees and certain visitors to County facilities in order to help maintain security.			
Created By	Lorne D. Green, CIO			
Date Created	August 27, 2018			
Maintained By	Lorne D. Green, CIO			
Version Number	Modified By	Modifications Made	Date Modified	Status
ITS2018-011.0	LDG	Initial creation edits after County Attorney and HR input.	08/31/2018	Final Draft
ITS2018-011.0	LDG	Added adoption date and resolution number to document header for publishing and distribution	09/25/2018	Adopted by the Legislature (<u>Resolution #408-18</u>)
<u>ITS2018-011.1</u>	<u>LDG</u>	<u>Provisions for 2FA token replacement responsibility and fees added to policy</u>	<u>07/14/202308/27/2022</u>	<u>Resubmit for Legislative approval in August/September 20232</u>



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5656

Agenda Date: 7/20/2023

Agenda #: 34.

Narrative of Resolution:

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE A CONTRACT/AGREEMENT WITH CORRISOFT

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

Amount to be authorized by Resolution: \$50,000.00 (DCJS award funded)

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: RFP #R-23-07

WHEREAS, the Sullivan County Probation Department has a need for services to enhance communications and monitoring for the Pretrial Release Program; and

WHEREAS, the Pretrial Release program aims to reduce the frequency of unnecessary incarceration in the jail by assessing the defendant’s qualifications for release on his/her own recognizance, based on non-financial conditions; and

WHEREAS, a satisfactory response was submitted in response to RFP #R-23-07 (Pretrial Release Services for the Enhancement of Communication and Monitoring) by Corrisoft, 1648 McGrathiana Pkwy #225, Lexington, KY 40511; and

WHEREAS, Corrisoft has the ability to provide enhanced communication and monitoring services for the Pretrial Release Program; and

WHEREAS, all funding for this solution will come via a DCJS award given to the Alternatives To Incarceration program (Pre-Trial Release).

NOW THEREFORE BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the Sullivan County Manager to enter into a contract/agreement with Corrisoft for an initial 6-month trial with the option to extend the contract for an additional 3-years at a total cost not to exceed \$50,000.00.

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

BACKGROUND

The Pretrial Release program aims to reduce the frequency of unnecessary incarceration in the jail by assessing the defendant's qualifications for release on his/her own recognizance, based on non-financial conditions. When a defendant is not at risk of absconding and has no holds or warrants, the court may review the recommendation to be released and allow the Pretrial Release program to supervise a defendant while awaiting disposition for their case. Every admission in the jail is screened for eligibility (using our point scale based on employment, living situation, roots to the community, risk assessment, past criminal history, mental health and substance abuse history, etc.) and those who meet the guidelines for release are referred to the arraigning judge for review, who makes the final decision. If released, that defendant is monitored until their case is closed. This time frame varies case to case. The longest time amount of time we have supervised a defendant on PTR is two years (and counting). The average time ranges from six to nine months.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5657

Agenda Date: 7/20/2023

Agenda #: 35.

Narrative of Resolution:

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE A NEW ONE YEAR AGREEMENT WITH THOMSON REUTERS FOR THE “CLEAR” RESEARCH PRODUCT FOR THE BENEFIT OF THE PROBATION DEPARTMENT

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

Amount to be authorized by Resolution: \$3,600.00

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: Existing vendor quote received.

WHEREAS, the County of Sullivan has utilized the Thomson Reuters CLEAR web product in the Sullivan County Sheriff’s Office and Division of Social Services since 2013 to perform research pertaining to fraud; and

WHEREAS, the Sullivan County Probation Department has an identified need to enter into an agreement with Thomson Reuters for its CLEAR web product as well; and

WHEREAS, the County is satisfied with the CLEAR web product and wishes to establish its use in Probation.

NOW THEREFOR BE IT RESOLVED, the County Manager is hereby authorized to enter into a one-year agreement with Thomson Reuters in an amount not to exceed \$3,600.00 (\$300.00/month).

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-5658

Agenda Date: 7/20/2023

Agenda #: 36.

Narrative of Resolution:

To confirm the appointment of Heather Brown as the Commissioner of Planning, Community Development and Environmental Management.

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

Amount to be authorized by Resolution: SALARY SET IN ACCORDANCE WITH THE MNGT./CONFIDENTIAL SALARY SCHEDULE

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

N/A

TO CONFIRM THE APPOINTMENT OF HEATHER BROWN AS THE COMMISSIONER OF PLANNING, COMMUNITY DEVELOPMENT AND ENVIRONMENTAL MANAGEMENT

WHEREAS, pursuant to the provisions of Section A7-8 of the Sullivan County Charter, Heather Brown has been appointed by County Manager Joshua Potosek to the position of Commissioner of Planning, Community Development and Environmental Management, and

WHEREAS, pursuant to the provisions of Section A7-8 of the Sullivan County Charter, the County Legislature has the power and duty to approve the appointment of the Commissioner of Planning, Community Development and Environmental Management, made by the County Manager, and

WHEREAS, the approval of this appointment of Heather Brown as Commissioner of Planning, Community Development and Environmental Management shall take effect July 20, 2023, with a salary set in accordance with the Management/Confidential salary schedule, to serve at the pleasure of the County Manager pursuant to Section A7-8 of the Sullivan County Charter.

NOW, THEREFORE BE IT RESOLVED, the Sullivan County Legislature hereby confirms the appointment of Heather Brown as Commissioner of Planning, Community Development and Environmental Management, said appointment to be effective July 20, 2023.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5667

Agenda Date: 7/20/2023

Agenda #: 37.

Narrative of Resolution:

Fill vacancy on the Sunset Lake Local Development Corporation

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:

AUTHORIZING A NEW MEMBER OF THE SUNSET LAKE LOCAL DEVELOPMENT CORPORATION

Legislators Doherty, Brooks and Conklin offer the following:

WHEREAS, on or about July 2, 2020, the Sullivan County Legislature authorized the establishment of a not-for-profit Local Development Corporation pursuant to Section 1411 of the Not-For-Profit Corporation Law of the State of New York (the “LDC Act”) , by Resolution 252-20, for the purpose of ultimately transferring the subject real property, commonly known as the Care Center at Sunset Lake for contemplated Lease or sale; and

WHEREAS, the County Legislature desires to ensure the continued operation of the Care Center at Sunset Lake as well as maintaining the 146 beds within Sullivan County, therefore the County desires to examine the possible eventual lease or sale of the Care Center at Sunset Lake to a private entity to facilitate redevelopment of the facility to provide improved services in a modern, efficient, and economical setting, and

WHEREAS, The Sunset Lake Local Development Corporation as created under the July 2, 2020 resolution provided for three (3) board members and at the meeting of the Sullivan County Legislature on August 13, 2020, a resolution was passed increasing the number of Board Members on the LDC from 3 members to 5 member; and

WHEREAS, The terms of the members of the LDC, members pursuant to Resolution 321-20 passed, August 20, 2020 was established at three (3) years;

WHEREAS; Terms of office of LDC members are expiring and while some have agreed to continue to serve a second term, others, specifically William Chellis, have stated that they wish to retire from such service; now therefore it is hereby;

RESOLVED: That the Seat of the Board of the Sunset Lake LDC, previously held by William Chellis shall be deemed vacant; and it is further

RESOLVED: That the vacancy on the board of the Sunset Lake, LDC previously held by William Chellis, shall now be held, for a term of three years, commencing August 20, 2023, by Elwin Wood; and it is further

RESOLVED: That this resolution shall take effect immediately, and move its adoption.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5670

Agenda Date: 7/20/2023

Agenda #: 38.

Narrative of Resolution:

Authorize contract modification with Fisher Associates for design and engineering services

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:

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE MODIFICATION OF A CONTRACT WITH FISHER ASSOCIATES FOR DESIGN AND ENGINEERING SERVICES

WHEREAS, pursuant to Resolution No. 10-23, Fisher Associates, P.E., L.S., L.A., D.P.C. was awarded a contract in accordance with #R-22-23 for a term of three years, to assist with design engineering and permitting services for existing Sullivan County parks including Lake Superior State Parks, D&H Canal Linear Park and Interpretive Center, Stone Arch Bridge Historical Park, Minisink Battleground Park, Livingston Manor Covered Bridge Park, Fort Delaware Museum of Colonial History, and the Sullivan County Cultural Center (Museum); and

WHEREAS, resolution 249-23 authorized funding to support this agreement in an amount not to exceed \$65,000 for design and engineering services at Lake Superior State Park; and

WHEREAS, Sullivan County (“County”) wishes to add design, engineering and permitting services related to the development of a 38-acre parcel in the Town of Delaware, located along the Delaware River, to the scope of services to be performed by Fisher Associates; and

WHEREAS, the County wishes to authorize funding for these additional services in an amount not to exceed \$75,000, increasing the total amount of funding authorized for this contract to \$140,000.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature authorizes the County Manager to execute a modification to the original agreement with Fisher Associates, P.E., L.S., L.A., D.P.C. to include design, engineering and permitting services related to the development of a 38-acre parcel in the Town of Delaware, located along the Delaware River, in the scope of services;

BE IT FURTHER RESOLVED, that the Sullivan County Legislature authorizes additional funding to support the agreement with Fischer Associates, P.E., L.S., L.A., D.P.C. in an amount not to exceed \$75,000 for these additional services, in accordance with the Fee Schedule included in the original contract.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5648

Agenda Date: 7/20/2023

Agenda #: 39.

WHEREAS, the County of Sullivan took title to various parcels by virtue of tax foreclosure proceedings by Deed dated the 22nd day of March, 2023 and recorded in the Sullivan County Clerk’s Office on the 22nd day of March, 2023 as Instrument #2023-2539; and

WHEREAS, in accordance with the terms and provisions of Sullivan County Local Law No. 5 of 2003, as amended, the County has received applications requesting certain parcels on Schedule “A” attached hereto, be reacquired by the former owner(s) in consideration for the amount of delinquent taxes, interest and penalties; plus ten (10%) percent of the delinquent taxes, interest and penalties; a surcharge of five (5%) percent of the equalized full assessed value; and other costs and charges, all as required by said local law; and

WHEREAS, the conveyance of such parcels indicated on the attached Schedule “A” will restore the former owner(s) and any lien holders to their respective status prior to the foreclosure once a court order is executed restoring said liens and title is conveyed to the former owner(s).

NOW, THEREFORE, BE IT RESOLVED, the Chairman of the Sullivan County Legislature is hereby authorized to execute the necessary documents in order to re-convey the properties listed on the attached Schedule “A” to the former owners for the total sum of the delinquent taxes, interest, and penalties; plus ten (10%) percent of the delinquent taxes, interest and penalties; a surcharge of five (5%) percent of the full equalized assessed value and other costs and charges, pursuant to Sullivan County Local Law No. 5 of 2003, as amended.

2023 REPURCHASE

#4

FORMER OWNER NAME

BE9.-1-6	JJ Enterprise USA Inc
CA107.-1-14.2	Cummings, Matthew R
FA7.-1-23	Angamarca, Jhovani & Ulloa, Fanny his wife
FA7.-1-24	Angamarca, Jhovani & Ulloa, Fanny his wife
FA29.-1-22.6	Wettenstein, Moshe
FA57.A-1-41	Ma, Chun Jia & Zhou, Hui - JTWROS
FA103.-3-17	Pleasant Street Development LLC
LI35.-1-39	Card, Lawrence W
MA103.A-2-13	Kapsales, Penny & Mignano, Corinne - as Tenants in Common
TH18.-1-42	Circle 10 Corp.
TH18.-1-40	Garden Cottages Inc.
TH18.-1-41.1	Garden Cottages Inc.
TH18.-1-41.2	Garden Cottages Inc.
TH18.-1-46.1	Garden Cottages Inc.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5671

Agenda Date: 7/20/2023

Agenda #: 40.

Narrative of Resolution:

To set a Public Hearing for a Proposed Local Law to amend portions of Chapter A of the Sullivan County Administrative Code.

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:

N/A

NOW, THEREFORE, BE IT RESOLVED, that a public hearing be held on said proposed local law by the Sullivan County Legislature on August 17, 2023 at 10:35a.m., in the Legislative Chambers, County Government Center, Monticello, New York, and at least six (6) days' notice of the public hearing be given by the Clerk of the Sullivan County Legislature by due posting thereof on the bulletin board of the County of Sullivan and by publishing such notice at least once in the official newspapers of the County.

**COUNTY OF SULLIVAN
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that there has been duly presented and introduced at a meeting of the Legislature of the County of Sullivan, New York, held on July 20, 2023, a proposed Local Law entitled "A Local Law to Amend Portions of Chapter A of the Sullivan County Administrative Code".

NOTICE IS FURTHER GIVEN that the Legislature of the County of Sullivan will conduct a public hearing on the aforesaid proposed Local Law at the Legislature's Meeting Room, County Government Center, Monticello, New York, 12701, on August 17, 2023 at 10:35a.m.at which time all persons interested will be heard.

DATED: July 20, 2023

ANNMARIE MARTIN
Clerk of the Legislature
County of Sullivan, New York



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5674

Agenda Date: 7/20/2023

Agenda #: 41.

Narrative of Resolution:

Authorize agreement for Medical Professional 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:

INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO ENTER INTO AN AGREEMENT WITH SUNSET LAKE CONSULTING, LLC., FOR MEDICAL PROFESSIONAL SERVICES FOR THE CARE CENTER AT SUNSET LAKE

WHEREAS, Sullivan County is mandated to provide medical professional services for the residents of the Care Center at Sunset Lake; and

WHEREAS, a Request for Proposal for Comprehensive Medical and Dental Services (RFP No. R-21-38) was issued and a proposal was received from Sunset Lake Consulting, LLC, 267 Broadway, Brooklyn, NY, 11211; and

WHEREAS, upon careful review, it has been determined that Sunset Lake Consulting, LLC, is qualified to provide these said services; and

WHEREAS, Sullivan County Legislature approved a contract, through Resolution 28-2022 providing for a schedule of services along with a schedule of fees; and

WHEREAS: Revenues generated through offering these services has exceeded the cost of offering the services; and

WHEREAS: In keeping with Industry custom and practice the vendor has requested to move from a flat fee schedule to a per person per day fee schedule which is consistent with the protocol used by Medicaid for such services; and

WHEREAS: The proposed fee schedule would be as follows, (numbers expressed as per person (census) per day):

Pharmacy Consultant:	\$ 1.00
Pharmacy Services:	\$32.00 per skilled day; \$1.00 per non skilled day

Dental Services: \$ 1.00
Radiological and Cardiological: \$ 6.50 per skilled Day
Laboratory Services: \$ 6.50 Per Skilled Day
Rehab Services: \$65.00 Per Skilled PPD, 75% of Medicare B Billing; .99 per minute for other payers
Ambulance Transport Service \$ 1.00
Dietician Services: \$ 3.50
Medical Oxygen: \$ 1.00

WHEREAS, Sunset Lake Consulting, LLC., will continue to provide said services for the Care Center at Sunset Lake, pursuant to this revised Fee Schedule for a two (2) year term, with the option to extend for three (3) additional one-year terms.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is hereby authorized to enter into a contract with Sunset Lake Consulting, LLC., as per the Fee Schedule, and in accordance with RFP, R-21-38, and said agreement shall be in a form approved by the County Attorney's Office.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5019

Agenda Date: 7/20/2023

Agenda #: 42.

Narrative of Resolution:

Authorize Lease Agreement with Hughes Energy for Recycling Technology Project

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:

Narrative of Resolution:

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 ROBERT A. DOHERTY, CHAIRMAN OF THE LEGISLATURE
AUTHORIZING SULLIVAN COUNTY TO ENTER INTO A LEASE AGREEMENT FOR
RECYCLING TECHNOLOGY PROJECT**

WHEREAS, The County of Sullivan has capped landfill and has for several years had its solid waste taken to an alternate landfill, Seneca Meadows, in New York State; and

WHEREAS, The County of Sullivan expends in excess of thirteen million dollars annually managing its solid waste; and

WHEREAS, within the next five (5) years the County of Sullivan will need to identify alternate site for disposal of solid waste as it is anticipated that Seneca Meadows Landfill will be capped and unavailable to Sullivan County; and

WHEREAS, the County of Sullivan wishes to explore potential options for the disposal of our solid waste; and

WHEREAS, Hughes Energy has approached the County of Sullivan with interest for creating a research and development operation at the Sullivan County Landfill location to explore various potential solutions to the County’s Solid Waste Management issues.

NOW THEREFORE BE IT RESOLVED, that the Sullivan County Legislature (“Legislature”) hereby authorizes county Manager Joshua Potossek to enter into a Lease Agreement with Hughes Energy, LLC for the use of a 10,000 - 12,000 square foot building at the Sullivan County Landfill for the purpose of developing a Research and Development project to assist the County of Sullivan with current and future needs for management of solid waste; and

BE IT FURTHER RESOLVED, that the County of Sullivan will provide up to 20 tons of municipal solid waste to Hughes energy per day for use in their research and development operation; and

BE IT FURTHER RESOLVED: That this project must be endorsed and approved by the New York State Department of Environmental Conservation; and

BE IF FURTHER RESOLVED, that this Resolution shall take effect immediately; and

BE IF FURTHER RESOLVED, that and such agreements shall be in a form acceptable to the Sullivan County Attorney.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5043

Agenda Date: 7/20/2023

Agenda #: 43.

Narrative of Resolution:

To Confirm the appointments of two (2) new members to the Sullivan County Board of Ethics

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: N/A

RESOLUTION INTRODUCED BY ROBERT A. DOHERTY, CHAIRMAN OF THE LEGISLAURE AND MICHAEL BROOKS, VICE CHAIRMAN OF THE LEGISLATURE TO APPOINT TWO (2) MEMBERS TO THE SULLIVAN COUNTY BOARD OF ETHICS

Legislators Doherty and Brooks offer the following:

WHEREAS The Sullivan County Legislature adopted an Ethics Law on or about May 23, 2013 for the purpose of regulating ethical conduct of County Officials, Employees and in some cases family member of County Officials and Employees; and

WHEREAS Pursuant to the Sullivan County Ethics Law, §A8A-3 establishes, the Board of Ethics which pursuant to law is comprised of five (5) members, appointed by the County Manager and confirmed by the County Legislature, one of which must be a Sullivan County Employee; and

WHEREAS there are currently only three seated members of the Board due to resignations and expiration of terms; and

WHEREAS The Sullivan County Legislature wishes to restore the Board of Ethics to full membership; and

WHEREAS; The Sullivan County Manager has appointed Len Bernardo of Rock Hill, New York to serve a three-year term, commencing November 4, 2022; and

WHEREAS; The County Manager has appointed Robert Freehill, Esq, Assistant County Attorney and an employee of Sullivan County to serve a three-year term commencing November 4, 2022 Now Therefore it is hereby

RESOLVED: That that Len Bernardo of Rock Hill, Town of Thompson is hereby Confirmed to serve a three-year term as a member of the Board of Ethics of Sullivan County commencing November 4, 2022; and it is further

RESOLVED: That Robert Freehill, Esq, a Sullivan County Employee, is hereby confirmed to serve a three-year term as a member of the Board of Ethics of Sullivan County, commencing November 4, 2022; and it is

further

This resolution shall take effect immediately,
And move its adoption.