



Sullivan County

Management & Budget Committee

Meeting Agenda - Final

100 North Street
Monticello, NY 12701

Chairman Brian McPhillips
Vice Chairman Matt McPhillips
Committee Member Joseph Perrello
Committee Member Luis Alvarez
Committee Member Nicholas Salomone Jr.

Thursday, January 15, 2026

9:30 AM

Government Center

Call To Order and Pledge of Allegiance

Roll Call

Comments:

Reports:

1. **Division of Management & Budget**
2. **County Treasurer**
3. **Audit & Control**
4. **ITS**
5. **Real Property Tax Services**

Real Property Tax Services Monthly Report for December 2025

[ID-8063](#)

Attachments: [Real Property Tax Services Monthly Report for 12.2025](#)

Real Property Tax Services Monthly Report for November 2025

[ID-8062](#)

Attachments: [Real Property Tax Services Monthly Report for 11.2025](#)

Discussion:

Public Comment

Resolutions:

1. TO AUTHORIZE THE COUNTY MANAGER TO ENTER INTO A CONTRACT AMENDMENT WITH THE NEW YORK STATE OFFICE OF INDIGENT LEGAL SERVICES; ENTER INTO MODIFICATION AGREEMENTS WITH THE SULLIVAN LEGAL AID PANEL, INC. AND SULLIVAN COUNTY CONFLICT LEGAL AID, INC; AND AUTHORIZE THE ADMINISTRATOR TO APPROVE PAYMENTS ASSOCIATED WITH PROGRAMS UNDER THE THIRD FAMILY DEFENSE (CHILD WELFARE) QUALITY IMPROVEMENT AND CASELOAD REDUCTION GRANT [ID-8037](#)

2. To Modify the 2025 Budget [ID-8060](#)
Attachments: [December 31 2025 Resolution Needed](#)

3. To Modify the 2026 Budget [ID-8064](#)
Attachments: [January 31 2026 Resolution Needed](#)

Adjourn



Sullivan County

100 North Street
Monticello, NY 12701

Legislative Memorandum

File #: ID-8063

Agenda Date: 1/15/2026

Agenda #:

Real Property Tax Services Monthly Report for December 2025

Real Property:

We continue to provide services internally, to the assessment community and to the public.

Deed and subdivision count:

These statistics through the end of December 2025:

December deed count: 363

December Subdivision Lots: 24

2025 total: 4077

2025 total: 429

2024 total: 4180

2024 total: 343

Director's activities for the month of December:

- Attended a meeting of the Real Property Advisory Board
- Reviewed all relevy data provided to us by the towns
- Reviewed sample tax bills and tax rolls
- Provided all town clerks with the 2026 Board of Assessment Review membership rosters and requested that they provided us with any changes or reappointment resolutions

General office activity for the month of December:

- Answered numerous 911 address inquiries
- Continued verifying scanned historic tax maps
- One staff member attended and completed a Geographic Information Systems class

E-911:

December new addresses assigned: 41 (28 created by ITS staff)

2025 Total: 1379

2024 Total: 1516

December new roads created: 0

S.C.R.P.T.S. DEED/SUBDIVISION REPORT

S.C.R.P.T.S. DEED/SUBDIVISION REPORT

MONTH OF		December 2025		DEEDS		SUBDIVISION LOTS		
SUBDIVISION LOTS		DEEDS	TOWN	MONTH	2024	2025	2024	2025
		39	BETHEL	JANUARY	378	312	10	41
		15	CALLICOON	FEBRUARY	299	263	39	11
		8	COCHECTON	MARCH	327	287	8	8
		12	DELAWARE	APRIL	289	296	35	20
		60	FALLSBURG	MAY	337	321	148	116
2	13	FORESTBURGH		JUNE	321	318	36	13
	12	FREMONT		JULY	467	445	15	107
	13	HIGHLAND		AUGUST	298	352	8	49
	34	LIBERTY		SEPTEMBER	321	344	6	12
	15	LUMBERLAND		OCTOBER	476	483	14	13
	33	MAMAKATING		NOVEMBER	339	293	12	15
3	15	NEVERSINK		DECEMBER	328	363	12	24
	14	ROCKLAND		TOTAL	4180	4077	343	429
19	72	THOMPSON						
	8	TUSTEN						
24	363							

4077 NEW DEEDS RECEIVED IN 2025

429 NEW SUBDIVISION LOTS FILED IN 2025

This report reflects the number of deeds received through December 2025.

19 units of the Subdivision lots total for December 2025 were Condos.

S.C.R.P.T.S. E-911 ADDRESS REPORT

MONTH OF	December 2025			NEW E-SITES ADDED		ADDRESS VERIFICATION & OTHER ISSUES	
	NEW E-SITES ADDED	ADDRESS VERIFICATIONS ETC		TOWN	2024	2025	2024
2	1	BETHEL	MONTH	2024	2025	2024	2025
0	0	CALICOON	JANUARY	13	98	17	14
0	0	COCHECTON	FEBRUARY	11	74	5	14
0	0	DELAWARE	MARCH	11	146	9	13
1	1	FALLSBURG	APRIL	668	24	21	30
1	1	FORESTBURGH	MAY	272	508	10	14
0	0	FREMONT	JUNE	251	80	17	14
2	1	HIGHLAND	JULY	40	113	7	33
1	2	LIBERTY	AUGUST	41	120	14	10
3	0	LUMBERLAND	SEPTEMBER	36	33	9	14
0	1	MAMAKATING	OCTOBER	39	21	11	10
2	0	NEVERSINK	NOVEMBER	102	121	21	6
1	0	ROCKLAND	DECEMBER	32	41	8	7
28	0	THOMPSON					
0	0	TUSTEN					
		OUTSIDE CO.	TOTAL	1516	1379	149	179
41	7	1379 New E-Sites added in 2025					
		179 Address verification, address changes, and other issues, 2025					

This report reflects the number of new E-Sites created through December 2025

Other issues include road name issues, address changes and corrections, etc.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-8062

Agenda Date: 1/15/2026

Agenda #:

Real Property Tax Services Monthly Report for November 2025

Real Property:

We continue to provide services internally, to the assessment community and to the public.

Deed and subdivision count:

These statistics through the end of November 2025:

November deed count: 293

November Subdivision Lots: 15

2025 total: 3714

2025 total: 405

2024 total: 3852

2024 total: 331

Director's activities for the month of November:

- Coordinated delivery of RPS files to our vendor Telascent
- Reviewed recapitulation reports prepared by our vendor Telascent for accuracy
- Prepared and provided historical real property sales data to Hudson Valley Pattern for Progress

General office activity for the month of November:

- Answered numerous 911 address inquiries
- Continued verifying scanned historic tax maps

E-911:

November new addresses assigned: 121 (101 created by ITS staff)

2025 Total: 1338

2024 Total: 1484

November new roads created: 2

S.C.R.P.T.S. DEED/SUBDIVISION REPORT

MONTH OF	November 2025		DEEDS		SUBDIVISION LOTS			
	SUBDIVISION LOTS	DEEDS	TOWN	MONTH	2024	2025	2024	2025
	33	BETHEL		JANUARY	378	312	10	41
	16	CALICOON		FEBRUARY	299	263	39	11
	6	COCHECTON		MARCH	327	287	8	8
	10	DELAWARE		APRIL	289	296	35	20
	49	FALLSBURG		MAY	337	321	148	116
	4	FORESTBURGH		JUNE	321	318	36	13
	6	FREMONT		JULY	467	445	15	107
	13	HIGHLAND		AUGUST	298	352	8	49
	29	LIBERTY		SEPTEMBER	321	344	6	12
	11	LUMBERLAND		OCTOBER	476	483	14	13
	31	MAMAKATING		NOVEMBER	339	293	12	15
2	15	NEVERSINK		DECEMBER				
2	15	ROCKLAND		TOTAL	3852	3714	331	405
6	46	THOMPSON						
5	9	TUSTEN						
15	293							
3714 NEW DEEDS RECEIVED IN 2025								
405 NEW SUBDIVISION LOTS FILED IN 2025								

This report reflects the number of deeds received through November 2025.

0 units of the Subdivision lots total for November 2025 were Condos.

S.C.R.P.T.S. E-911 ADDRESS REPORT

MONTH OF	November 2025			NEW E-SITES ADDED		ADDRESS VERIFICATION & OTHER ISSUES	
	NEW E-SITES ADDED	ADDRESS VERIFICATIONS ETC	TOWN				
0	0	BETHEL		MONTH	2024	2025	2024
2	0	CALLICOON		JANUARY	13	98	17
3	0	COCHECTON		FEBRUARY	11	74	5
1	0	DELAWARE		MARCH	11	146	9
76	1	FALLSBURG		APRIL	668	24	21
1	0	FORESTBURGH		MAY	272	508	10
3	0	FREMONT		JUNE	251	80	17
1	0	HIGHLAND		JULY	40	113	7
1	0	LIBERTY		AUGUST	41	120	14
0	1	LUMBERLAND		SEPTEMBER	36	33	9
1	1	MAMAKATING		OCTOBER	39	21	11
0	0	NEVERSINK		NOVEMBER	102	121	21
1	0	ROCKLAND		DECEMBER			
27	2	THOMPSON					
4	1	TUSTEN					
		OUTSIDE CO.		TOTAL	1484	1338	141
121	6	1338 New E-Sites added in 2025					172
		172 Address verification, address changes, and other issues, 2025					

This report reflects the number of new E-Sites created through November 2025

Other issues include road name issues, address changes and corrections, etc.



Sullivan County

100 North Street
Monticello, NY 12701

Legislative Memorandum

File #: ID-8037

Agenda Date: 1/15/2026

Agenda #: 1.

Narrative of Resolution:

TO AUTHORIZE THE COUNTY MANAGER TO ENTER INTO A CONTRACT AMENDMENT WITH THE NEW YORK STATE OFFICE OF INDIGENT LEGAL SERVICES; ENTER INTO MODIFICATION AGREEMENTS WITH THE SULLIVAN LEGAL AID PANEL, INC. AND SULLIVAN COUNTY CONFLICT LEGAL AID, INC; AND AUTHORIZE THE ADMINISTRATOR TO APPROVE PAYMENTS ASSOCIATED WITH PROGRAMS UNDER THE THIRD FAMILY DEFENSE (CHILD WELFARE) QUALITY IMPROVEMENT AND CASELOAD REDUCTION GRANT

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

Amount to be authorized by Resolution: This is pass through funding from NYSOILS

Are funds already budgeted? Choose an item.

If 'Yes,' specify appropriation code(s): Click or tap here to enter text.

If 'No,' specify proposed source of funds: Click or tap here to enter text.

Specify Compliance with Procurement Procedures:

Click or tap here to enter text.

RESOLUTION NO. INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO ENTER INTO A CONTRACT AMENDMENT WITH THE NEW YORK STATE OFFICE OF INDIGENT LEGAL SERVICES; ENTER INTO MODIFICATION AGREEMENTS WITH THE SULLIVAN LEGAL AID PANEL, INC. AND SULLIVAN COUNTY CONFLICT LEGAL AID, INC; AND AUTHORIZE THE ADMINISTRATOR TO APPROVE PAYMENTS ASSOCIATED WITH PROGRAMS UNDER THE THIRD FAMILY DEFENSE (CHILD WELFARE) QUALITY IMPROVEMENT AND CASELOAD REDUCTION GRANT

WHEREAS, Resolution No. 528-23, as amended by Resolution No. 613-24, authorized the County Manager to enter into a three-year agreement with the New York State Office of Indigent Legal Services ("NYSOILS") to accept funding in the amount of \$500,000.00 over a three-year period commencing on January 1, 2024 through December 31, 2026, known as the Third Family Defense (Child Welfare) Quality Improvement and Caseload Reduction grant ("Contract No. C3RDFD48; and

WHEREAS, NYSOILS has offered an additional \$250,000.00 in funding under Contract No. C3RDFD48 over three years to develop new, innovative programs and/or practices to improve the quality of representation provided to parents accused of child maltreatment and other qualifying Family Court Proceedings who cannot afford to retain counsel; and

WHEREAS, NYSOILS and the County, in conjunction with the institutional mandated legal services providers

(Sullivan Legal Aid Panel Inc. and Sullivan County Conflict Legal Aid, Inc.) have negotiated an amendment to Contract No. C3RDFD48 to incorporate the additional funding to enhance services implemented under Contract No. C3RDFD48 and new services to be implemented with the additional funding pursuant to the Contract No. C3RDFD48 as amended; and

WHEREAS, Amended Contract No. C3RDFD48 includes a B-1 attachment that sets forth the full contract amount totaling \$750,000.00 over the course of the three years of the Agreement as follows: Year 1, \$166,668.00; Year 2, \$166,666.00; and Year 3, \$416,666.00 with the understanding that some of the budget line items are cumulative, meaning that if the funding is not spent in prior years of the Agreement, the monies can be spent for allowable expenses in the other years of the Agreement; and

WHEREAS, Amended Contract No. C3RDFD48 also provides funding to be used by 18B Attorneys for specialized and evaluative services in Family Court matters; CLE trainings and technology needs of the department; and

WHEREAS, the Administrator of Assigned Counsel is in the unique position of determining the reasonableness of the program(s) and/or service(s) requested by the 18B Attorneys assigned to Family Court matters; and

WHEREAS, Amended Contract No. C3RDFD48 also contains a C attachment that comprises the workplan which dictates how the money may be spent; and

WHEREAS, in order to receive the funding, the County must accept the award and enter into an agreement with NYSOILS to administer the funding; and

WHEREAS, in order to provide the additional funding to the Sullivan Legal Aid Panel, Inc. (“Legal Aid Panel”) and the Sullivan County Conflict Legal Aid, Inc. (“Conflict Legal Aid”) it is necessary to modify their respective contracts.

NOW, THEREFORE BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager to execute any and all documentation necessary to accept the award and enter into an amended agreement under the Third Family Defense (Child Welfare) Quality Improvement and Caseload Reduction grant with NYSOILS effective March 1, 2024 through February 28, 2027 for a total amount of \$750,000.00, said documents to be in a form approved by the County Attorney; and

BE IT FURTHERED RESOLVED, that the County Manager is hereby authorized to execute modification agreements with the Legal Aid Panel for an amount not to exceed \$188,333.00 in year 3 of the agreement and Conflict Legal Aid for an amount not to exceed \$170,333.00 in year 3 of the agreement, said modification agreements to be in a form approved by the County Attorney; and

BE IT FURTHER RESOLVED, that the Administrator of Assigned Counsel hereby authorized to review and approve any requests by 18B attorneys assigned to a Family Court matter that fall within the definition of “Specialized Services” or “CLEs/Trainings/Convenings”; and

BE IT FURTHER RESOLVED, that the Administrator of Assigned Counsel is hereby authorized to approve expenses for any of the above referenced budget line expenses in accordance with B-1 and C attachments to Amended Contract No. C3RDFD48

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



Sullivan County

100 North Street
Monticello, NY 12701

Legislative Memorandum

File #: ID-8060

Agenda Date: 1/15/2026

Agenda #: 2.

Narrative of Resolution:

To Modify the 2025 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.

If 'Yes,' specify appropriation code(s): Click or tap here to enter text.

If 'No,' specify proposed source of funds: Click or tap here to enter text.

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY MANAGEMENT & BUDGET COMMITTEE TO MODIFY THE 2025 BUDGET

WHEREAS, the County of Sullivan Budget requires modification,

NOW, THEREFORE, BE IT RESOLVED, that the attached budgetary transfers for 2025 be authorized.

**December 31, 2025 Resolution Needed
Sullivan County Budget Modifications 2025**

G/L Account	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-1165-47-4784 - DEPT DRUG FORFEITURE PROCEEDS - FED (*)			2,817	
A-1165-47-4784 - DEPT DRUG FORFEITURE PROCEEDS - FED (*)			7,674	
A-1340-40-4013 - CONTRACT CONTRACT OTHER				10,980
A-1620-23-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			3,000	
A-2495-40-4013 - CONTRACT CONTRACT OTHER			10,980	
A-3010-41-4108 - AUTO/TRAVEL AUTO TRAVEL OTHER			2,027	
A-3010-R3389-R338 - ST AID PUBLIC SAFETY OTHER	2,027			
A-3020-44-4406 - UTILITY WIRELESS COMMUNICATIONS			7,050	
A-3020-R3389-R167 - ST AID PUBLIC SAFETY DEPARTMENTAL AID	7,050			
A-3140-18-10-1012 - PERSONAL SERV OVERTIME PAY (**)			452	
A-3140-18-47-4750 - DEPT CLIENT ELECTONIC MONITORING (**)			700	
A-6610-43-4303 - COMPUTER SOFTWARE PURCHSE/LEASE				3,000
A-7110-230-40-4006 - CONTRACT ENGINEER/ARCHITECT/DESIGN SERV (****)			5,104	
A-7110-39-40-4049 - CONTRACT CONSULTING (***)			7,695	
A-7610-87-40-4021 - CONTRACT TRANSPORTATION			5,000	
A-7610-87-R3772-R149 - ST AID AGING PROGRM COMMUNITY SERVICE	5,000			
A-8020-90-40-4006 - CONTRACT ENGINEER/ARCHITECT/DESIGN SERV (*****)			970	
A Fund Total	14,077	-	53,469	13,980
D-3310-44-4401 - UTILITY ELECTRIC			1,200	
D-5110-45-4532 - SPEC DEPT SUPPLY SEED/MULCH ETC				1,200
D-5110-47-40-4038 - CONTRACT CONSTRUCTION			374,495	
D-5110-47-47-4720 - DEPT LABORATORY/XRAY EXPENSE				5,660
D-9998-R3501-R120 - ST AID CONSOLIDTD HGHWY CAPITAL	368,835			
D Fund Total	368,835	-	375,695	6,860
DM-5130-48-45-4540 - SPEC DEPT SUPPLY PARTS/FLUIDS/FILTERS			30,000	
DM-5130-48-45-4540 - SPEC DEPT SUPPLY PARTS/FLUIDS/FILTERS			20,000	
DM-9997-R2665-R338 - SALE OF EQUIPMNT OTHER	20,000			
DM-9997-R2665-R338 - SALE OF EQUIPMNT OTHER	30,000			
DM Fund Total	50,000	-	50,000	-

(*) To be funded from the DA Federal Drug Forfeiture Assigned Fund Balance

(**) To be funded from the Probation PTR Assigned Fund Balance

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

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



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-8064

Agenda Date: 1/15/2026

Agenda #: 3.

Narrative of Resolution:

To Modify the 2026 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.

If 'Yes,' specify appropriation code(s): Click or tap here to enter text.

If 'No,' specify proposed source of funds: Click or tap here to enter text.

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY MANAGEMENT & BUDGET COMMITTEE TO MODIFY THE 2026 BUDGET

WHEREAS, the County of Sullivan Budget requires modification,

NOW, THEREFORE, BE IT RESOLVED, that the attached budgetary transfers for 2026 be authorized.

**January 31, 2026 Resolution Needed
Sullivan County Budget Modifications 2026**

G/L Account	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-1341-43-4311 - COMPUTER WEBINAR AND RELATED EXPENSES			75	
A-1341-47-4703 - DEPT DUES				75
A-1620-211-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				60
A-1620-211-47-4732 - DEPT BLDG/PROP ELECTRONIC MONITORING			60	
A-3010-212-10-1011 - PERSONAL SERV REGULAR PAY (*)			40,000	
A-3010-212-80-8001 - EMPL BENFTS FICA AND MEDICARE (*)			3,060	
A-3010-212-80-8005 - EMPL BENFTS RETIREMENT (*)			6,000	
A-3010-212-80-8006 - EMPL BENFTS WORKERS COMPENSATION (*)			1,000	
A-3010-212-80-8007 - EMPL BENFTS DISABILITY (*)			180	
A-3150-45-4506 - SPEC DEPT SUPPLY PUBLIC SAFETY				5,000
A-3150-47-4751 - DEPT PRISONER HOUSING			5,000	
A-3410-10-1011 - PERSONAL SERV REGULAR PAY (*)				40,000
A-3410-80-8001 - EMPL BENFTS FICA AND MEDICARE (*)				3,060
A-3410-80-8005 - EMPL BENFTS RETIREMENT (*)				6,000
A-3410-80-8006 - EMPL BENFTS WORKERS COMPENSATION (*)				1,000
A-3410-80-8007 - EMPL BENFTS DISABILITY (*)				180
A Fund Total	-	-	55,375	55,375
EI-6020-62-41-4105 - AUTO/TRAVEL REGISTRATION FEES			550	
EI-6020-62-42-4207 - OFFICE FURNITURE				550
EI Fund Total	-	-	550	550

*Pos 3714 and 3714 move from A-3410 to A-3010-212 and correct one Pos 3714 to 3715

*Pos 3728 add to A-3010 budget neutral - Position created by resolution 169-25