



# Sullivan County

## Executive Committee

### Meeting Agenda - Final

100 North Street  
Monticello, NY 12701

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

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**Thursday, March 21, 2024**

**9:00 AM**

**Government Center**

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#### **Call To Order and Pledge of Allegiance**

#### **Roll Call**

#### **Discussion:**

#### **Public Comment**

#### **Resolutions:**

1. The future Callicoon Park requires survey work, wetland delineation, design and engineering services. The County has secured a grant from the National Fish and Wildlife Foundation and funds are available in this grant to cover additional costs associated with the work to be done at the park. [ID-6224](#)
2. The County provides assistance to partner municipalities for projects on the O&W Rail Trail. The Town of Rockland has opted to hire their own engineer. This is to authorize the reimbursement for these services. [ID-6225](#)
3. Authorize contract with CSG Forte for credit card services. [ID-6235](#)
4. Calling on Governor and NYS Legislature to take over cost of Health Insurance for Community College employees [ID-6237](#)
5. To authorize a Worksite Agreement between the County of Sullivan (County) and the Center for Workforce Development (CWD). [ID-6255](#)
6. To correct a Resolution between the County of Sullivan and HC Staffing & Training, LLC [ID-6269](#)

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7. Reappoint Election Commissioners Deanna M. Senyk and Lori Benjamin [ID-6270](#)
  8. In Recognition of Dr. Joseph Nebzydoski's Commitment to Animal Health and Public Safety [ID-6272](#)
  9. Exercise the right to change the terms of the Repurchase Program in 2024 [ID-6274](#)
  10. Adopt the Revised Fixed Asset and Equipment Policy for the County of Sullivan [ID-6276](#)  
**Attachments:** [ChevalA\\_240307-163500-621](#)
  11. To Enter into an Agreement with NACCHO to accept funds to support MRC [ID-6277](#)
  12. RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO ACCEPT A DONATION OF A GIFT CERTIFICATE TO THE SULLIVAN COUNTY DIVISION OF HEALTH AND HUMAN SERVICES [ID-6278](#)
  13. TO AUTHORIZE THE COUNTY MANAGER TO APPLY FOR AND ACCEPT THE FY2023 STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) GRANT PROGRAM AWARD FROM THE U.S. DEPARTMENT OF HOMELAND SECURITY (DHS) / FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)..end [ID-6279](#)
  14. TO CORRECT THE 2024 TAX ROLL OF THE TOWN OF THOMPSON FOR TAX MAP #10.-3-6.2 [ID-6280](#)
  15. Participate in the negotiations of collection actions at the Care Center at Sunset Lake [ID-6281](#)
  16. Urge NYS Legislature to pass a Strong Packaging Reduction and Recycling Act [ID-6282](#)
  17. To amend Resolution No. 130-24 to include specific duties for the temporary stipend. [ID-6283](#)
  18. The Legislative Discretionary Funding program is designed to assist Sullivan County and County-oriented entities with achieving such goals as public safety, public health, youth services, community development, and economic development [ID-6284](#)
  19. Pursue a Certificate of Need for a Countywide EMS System [ID-6286](#)
  20. Set public hearing for a proposed Local Law for April 18, 2024 at 10:10AM [ID-6288](#)
  21. TO AUTHORIZE THE TERMS OF AND EXECUTE A LEASE RENEWAL WITH A THIRD-PARTY LAND OWNER FOR THE CONTINUED LEASE OF LAND TO SUPPORT THE OPERATION OF PUBLIC SAFETY COMMUNICATIONS FACILITIES [ID-6289](#)

- 22. Urge Governor to restore CHIPS Funding [ID-6290](#)
- 23. Authorize submission of FY 23-24 Criminal Justice Discovery Reform Application [ID-6291](#)
- 24. To Modify the 2023 Budget [ID-6292](#)  
**Attachments:** [Year End #7 2023 Resolution Needed.pdf](#)
- 25. Enact a Proposed Local Law entitled “A Local Law to Amend Local Law No. 1 of 2019” [ID-6294](#)

**Adjourn**



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6224

**Agenda Date:** 3/21/2024

**Agenda #:** 1.

**Narrative of Resolution:**

The future Callicoon Park requires survey work, wetland delineation, design and engineering services. The County has secured a grant from the National Fish and Wildlife Foundation and funds are available in this grant to cover additional costs associated with the work to be done at the park.

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

**Amount to be authorized by Resolution:** \$105,460

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:** A-7110-230-40-4006

Click or tap here to enter text.

**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**, resolution 308-23 authorized funding in the amount of \$75,000 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 (future Callicoon Park); and

**WHEREAS**, Sullivan County (“County”) wishes to authorize additional funding to complete survey work, wetland delineation, design, engineering and permitting for the future Callicoon Park in an amount not to exceed \$105,460, increasing the total amount of funding authorized for this contract to \$245,460 including previously authorized work; and

**WHEREAS**, the additional funding authorized by this resolution will be fully funded through a grant with the National Fish and Wildlife Foundation (NFWF).

**NOW, THEREFORE, BE IT RESOLVED**, that 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

additional funding to support the agreement in an amount not to exceed \$105,460 for survey work, wetland delineation, design, engineering and permitting, in accordance with the Fee Schedule included in the original contract.



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6225

**Agenda Date:** 3/21/2024

**Agenda #:** 2.

**Narrative of Resolution:**

The County provides assistance to partner municipalities for projects on the O&W Rail Trail. The Town of Rockland has opted to hire their own engineer. This is to authorize the reimbursement for these services.

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

**Amount to be authorized by Resolution:** \$300,000

**Are funds already budgeted?** Yes

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

Click or tap here to enter text.**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE AN INTERMUNICIPAL AGREEMENT WITH THE TOWN OF ROCKLAND FOR REIMBURSEMENT OF COSTS RELATED TO DESIGN AND ENGINEERING SERVICES FOR THE DEVELOPMENT OF THE O&W RAIL TRAIL**

**WHEREAS**, completing the development of the Sullivan O&W Rail Trail (the “Trail”) has been identified as a high priority for Sullivan County, and the County has established a dedicated fund balance to advance this priority; and

**WHEREAS**, the Town of Rockland, the Town of Liberty and the County are partners in the improvement of the “Livingston Manor - to - Parksville Section”, and have worked with a consultant to complete design concepts for this section of trail;

**WHEREAS**, the Town of Rockland has issued an RFP and selected a consultant to complete the design and engineering services for the trail section extending from Rotary Park, Livingston Manor to the Little Beaverkill Gap; and

**WHEREAS**, the County has provided assistance to partner with municipalities in the development of the O&W Rail Trail by providing funding for design and engineering services, and wishes to provide such assistance to the Town of Rockland for the above said section of the trail; and

**WHEREAS**, the estimated cost of design and engineering services for the trail segment between Rotary Park and the Little Beaverkill Gap in \$300,000; and

**WHEREAS**, each of the County and the Town is authorized to enter into this Agreement pursuant to General Municipal Law Article 5-G.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature authorizes the County Manager to execute an intermunicipal agreement with the Town of Rockland for reimbursement of the cost of design and engineering services to be completed on the O&W Rail Trail segment from Rotary Park to Sonoma Falls near Livingston Manor, New York, in such form as the County Attorney shall approve, in an amount not to exceed \$300,000.





# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6235

**Agenda Date:** 3/21/2024

**Agenda #:** 3.

**Narrative of Resolution:**

Authorize contract with CSG Forte for credit card services

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

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

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

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY MANAGEMENT AND BUDGET COMMITTEE TO AUTHORIZE CONTRACT WITH CSG FORTE FOR CREDIT CARD PROCESSING**

**WHEREAS**, for over ten years, the Sullivan County Division for Solid Waste has used industry-specific waste management software known as “WasteWorks” which is supported by Carolina Software, Inc.; and

**WHEREAS**, “WasteWorks” now offers integrated credit card processing which would streamline the process of credit card payments made at the Sullivan County Landfill and transfer stations. This integrated credit card processing would also provide completely secure and encrypted EMV chip card processing. In addition, this integrated system will greatly reduce the time that is currently required to process a credit card payment, which is both a benefit to both the County and to its solid waste customers; and

**WHEREAS**, “WasteWorks” uses a third party company, CSG Forte, as its credit card processing company. Like the County’s current credit card processing company, CSG Forte offers the same convenience fee option which passes on credit card fees to the consumer; and

**WHEREAS**, both the Sullivan County Department of Public Works Division of Solid Waste and the Treasurer’s Office agree that it is in the best interest of the various solid waste sites to utilize this integrated credit card processing.

**NOW THEREFORE, BE IT RESOLVED** that the County Manager is hereby authorized to execute a Contract with CSG Forte, at no cost to the County, in such form as may be approved by the Sullivan County Attorney.



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6237

**Agenda Date:** 3/21/2024

**Agenda #:** 4.

**Narrative of Resolution:**

Calling on Governor and NYS Legislature to take over cost of Health Insurance for Community College employees

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

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

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

**Specify Compliance with Procurement Procedures:**

**Narrative of Resolution:**

Urging the development of an equitable county chargeback formula and take over health insurance for community colleges

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

**Amount to be authorized by Resolution:** Click or tap here to enter text.

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

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE CALLING ON THE GOVERNOR AND LEGISLATURE TO SUPPORT COMMUNITY COLLEGES, URGING THEM TO DEVELOP AN EQUITABLE COUNTY CHARGEBACK FORMULA, AND URGING THEM TO TAKE OVER THE COST OF HEALTH INSURANCE FOR COMMUNITY COLLEGES AS THEY DO FOR FOUR YEAR SUNY SCHOOLS**

**WHEREAS**, under state law, funding for community colleges is to be provided through state aid, a county sponsor contribution, and student tuition and fees; and

**WHEREAS**, the establishment and continued operation of a statewide community college system was based on an ongoing state aid funding commitment of at least one third, and up to 40 percent, of community college operating costs; and

**WHEREAS**, the state funding amount has declined over the years and is now below their historic one-third commitment, and far short of 40 percent; and

**WHEREAS**, this year the Executive State Budget proposes to maintain a funding floor for community colleges at 100 percent of prior year funding, up from the 98 percent floor enacted in FY 2022; and

**WHEREAS**, without this funding floor, community colleges would face a \$138 million (22 percent) loss in formula aid due to enrollment declines; and

**WHEREAS**, the Governor’s proposal is contingent to the following language: “... provided further that up to 20 percent of the amount of aid authorized pursuant to this appropriation shall be payable subject to a plan developed by the State University of New York and approved by the director of the budget with actions necessary for community colleges to undertake in order to operate without reliance on the base aid funding floor in future years;” and

**WHEREAS**, if the Governor’s proposed budget and proposal to hold back needed operating funds remains unchanged, our community colleges will lose millions of dollars in base State Aid, as well as even more funding if 20 percent of the aid was held for a period of time or indefinitely; and

**WHEREAS**, a significant portion of the operating cost for community colleges is related to the cost of health insurance, and

**WHEREAS**, the Sullivan County Legislature requests that the State pay for community college health insurance costs as they do for the four-year SUNY schools; and

**WHEREAS**, many community colleges are at a crossroads because they are facing a decade of declining enrollment due to overall state population loss and a dramatic decline in K-12 students, more competition from 4-year schools due to special tuition aid provided by the state, forcing them to ask county sponsors and students to pay more, with county chargebacks rising at an unsustainable pace.

**NOW, THEREFORE, BE IT RESOLVED**, the Sullivan County Legislature applauds the Governor for proposing to implement a funding floor for community colleges; and

**BE IT FURTHER RESOLVED**, the Sullivan County Legislature does not support the governor’s budget language that allows the state to defer passing through 20 percent of the base funding until SUNY and the Division of Budget develop plans that require community colleges to find ways to maintain operations without the 100 percent spending floor in future years as it could severely undermine current year operations; and

**BE IT FURTHER RESOLVED**, SUNY should continue to work closely with community colleges to develop innovative solutions to attract and support students during these challenging times, such as providing cybersecurity curriculum, cannabis management, and specific regional industry workforce development; and

**BE IT FURTHER RESOLVED**, the Sullivan County Legislature calls on the State University of New York (SUNY) to develop a more equitable funding methodology for community college chargebacks for counties sending residents to colleges outside of their border; and

**BE IT FURTHER RESOLVED**, the Sullivan County Legislature calls on the New York State Legislature to include funding in the State budget to take over the cost of health insurance costs at all community colleges; and

**BE IT FURTHER RESOLVED**, the Clerk to the Sullivan County Legislature shall forward copies of this resolution to Governor Kathy Hochul, the New York State Association of Counties and all others deemed necessary and proper.



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6255

**Agenda Date:** 3/21/2024

**Agenda #:** 5.

**Narrative of Resolution:**

To authorize a Worksite Agreement between the County of Sullivan (County) and the Center for Workforce Development (CWD).

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

**Amount to be authorized by Resolution:** 0.00

**Are funds already budgeted?** No

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE AN AGREEMENT BETWEEN THE COUNTY OF SULLIVAN (COUNTY) AND THE CENTER FOR WORKFORCE DEVELOPMENT (CWD)**

**WHEREAS**, there is a required Cooperative Agreement between the Sullivan County Department of Social Services (DSS) and the Sullivan County Center for Workforce Development (CWD) to administer the Welfare to work program, and

**WHEREAS**, a work experience provides eligible clients the opportunity to gain work skills in a real work setting, and

**WHEREAS**, the County has numerous departments that may provide suitable work experience opportunities, and

**WHEREAS**, a Worksite Agreement is required between the CWD and the County to be in compliance with regulations.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is authorized to execute a Worksite Agreement with the Center for Workforce Development, and this Worksite Agreement will remain in effect year over year unless changes in writing are requested, and is subject to the annual MOU between DSS and CWD.



Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6269

**Agenda Date:** 3/21/2024

**Agenda #:** 6.

**Narrative of Resolution:**

To correct a Resolution between the County of Sullivan and HC Staffing & Training, LLC

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

**Amount to be authorized by Resolution:** 45,000.00

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO CORRECT RESOLUTION #109-24 BETWEEN THE COUNTY OF SULLIVAN AND HC STAFFING & TRAINING, LLC**

**WHEREAS**, Resolution #109-24 was approved by the County Legislature on February 15, 2024 to authorize an Agreement between the County of Sullivan and HC Staffing & Training, LLC to provide instruction and certifications for Home Health Aide (HHA) and Certified Nursing Assistant (CNA) programs; and

**WHEREAS**, the correction being requested is that this Agreement will not be renewable for up to four (4) additional years. This Agreement will only be for the period of January 1, 2024 through December 31, 2024, at which time the Agreement will end; and

**WHEREAS**, all other information contained in Resolution #109-24 will remain the same; and

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is authorized to execute an agreement with HC Staffing & Training, LLC, in an amount not to exceed \$45,000 annually for the period of January 1, 2024 through December 31, 2024, and said agreement is to be in the form approved by the County Attorney, and contingent upon County funding.



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

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**File #:** ID-6270

**Agenda Date:** 3/21/2024

**Agenda #:** 7.

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**Narrative of Resolution:**

Reappoint Election Commissioners Deanna M. Senyk and Lori Benjamin

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

**Amount to be authorized by Resolution:** Click or tap here to enter text.

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

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO REAPPOINT ELECTION COMMISSIONERS DEANNA M. SENYK (DEMOCRAT) AND LORI BENJAMIN (REPUBLICAN) FOR THE TERM BEGINNING JANUARY 1, 2025 AND ENDING ON DECEMBER 31, 2028**

**WHEREAS**, both the Sullivan County Democratic Committee and the Sullivan County Republican Committee have certified to the County Legislature that Deanna M. Senyk and Lori Benjamin are both a fit and proper person to be reappointed as Commissioner of Elections representing the Democratic and Republican Parties.

**NOW, THEREFORE, BE IT RESOLVED**, that both Deanna M. Senyk (Democrat Election Commissioner) and Lori Benjamin (Republican Election Commissioner) be and hereby are both reappointed as Commissioner of Elections for a period of four years commencing January 1, 2025 through December 31, 2028.



Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

File #: ID-6272

Agenda Date: 3/21/2024

Agenda #: 8.

**Narrative of Resolution:**

**In Recognition of Dr. Joseph Nebzydoski’s Commitment to Animal Health and Public Safety**

**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:**

**In Recognition of Dr. Joseph Nebzydoski’s Commitment to  
Animal Health and Public Safety**

**WHEREAS,** Rabies is 100% fatal once the virus has entered the nervous system; and

**WHEREAS,** post exposure prophylactic treatment for a person bitten by an animal that cannot be monitored is painful, expensive, and involves up to four weeks of vaccinations; and

**WHEREAS,** Dr. Joseph Nebzydoski, owner of Youngsville Veterinary Clinic, has consistently and reliably supported the Disease Surveillance and Investigations Rabies Prevention Program by taking in potentially rabid bats, wildlife and domesticated animals, and furthermore humanely euthanizing, prepping and shipping them to the state laboratory for rabies testing, thus saving the County thousands of dollars in rabies post exposure vaccination costs; and

**WHEREAS,** Dr. Joseph Nebzydoski, has vaccinated hundreds (if not thousands) of pets at Sullivan County Department of Public Health Rabies Vaccination Clinics; and

**WHEREAS,** Dr. Joseph Nebzydoski has worked above and beyond to aide in the testing of potentially rabid animals and preventing the spread of rabies within the domestic animal population; and

**WHEREAS,** without testing a potentially rabid animal or vector borne species, an exposed person would need to receive post exposure prophylactic treatment; and

**WHEREAS,** without being up to date on rabies vaccines, the domesticated animals of Sullivan County could be at risk of contracting rabies; and

**NOW, THEREFORE, BE IT RESOLVED,** that the Sullivan County Public Health and the Legislature wishes to recognize, thank and honor Dr. Joseph Nebzydoski for his outstanding commitment, reliability and dedication to animal health and public safety in Sullivan County



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6274

Agenda Date: 3/21/2024

Agenda #: 9.

Narrative of Resolution:

Exercise the right to change the terms of the Repurchase Program in 2024

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 THE EXECUTIVE COMMITTEE TO EXERCISE THE RIGHT TO CHANGE THE TERMS OF THE REPURCHASE PROGRAM IN 2024

WHEREAS, the Sullivan County Treasurer ("Treasurer") as the Real Property Tax Law Article 11 Enforcing Officer is currently engaged in a foreclosure proceeding regarding the 2022 tax liens; and

WHEREAS, the original redemption date for the 2022 tax lien foreclosure proceeding is April 1, 2024; and

WHEREAS, pursuant to Sullivan County Code § 164-8 (B) (1) the County may conduct a repurchase program after the expiration of the redemption date to commence on March 1st and expire on April 20th in any year the Sullivan County Legislature ("Legislature") chooses to conduct a repurchase program; and

WHEREAS, pursuant to Sullivan County Code § 164-8 (B) (5) the Legislature reserves the right to change the terms of the repurchase program in any given year; and

WHEREAS, the Legislature believes it is in the best interest of the County, and in particular the owners of real property situate in Sullivan County, to extend the repurchase program for 2024, from April 20, 2024 to a date that is fourteen (14) days prior to the date scheduled by the County for the auction of parcels of real property acquired by the County pursuant to its Article 11 foreclosure proceeding.

NOW THEREFORE BE IT RESOLVED, pursuant to the authority of Sullivan County Code § 164-8 (B) (5) the Legislature exercises its discretion to change the terms of the repurchase program in 2024, by extending the expiration date of the repurchase program from April 20, 2024 until a date that is fourteen (14) days prior to the date the County schedules for its auction of parcels of real property acquired pursuant to its Article 11 foreclosure proceeding; and

BE IT FURTHER RESOLVED, that the Treasurer shall be vested with the authority to administer the repurchase program in 2024, until a date that is fourteen (14) days prior to the date the County schedules for its auction of parcels of real property acquired pursuant to its Article 11 foreclosure proceeding.



Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6276

**Agenda Date:** 3/21/2024

**Agenda #:** 10.

**Narrative of Resolution:**

Adopt the Revised Fixed Asset and Equipment Policy for the County of Sullivan

**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 THE EXECUTIVE COMMITTEE TO ADOPT THE REVISED FIXED ASSET AND EQUIPMENT POLICY FOR THE COUNTY OF SULLIVAN**

**WHEREAS**, pursuant to Resolution 447-21 adopted by the Sullivan County Legislature on November 18, 2021, the County adopted the revised Fixed Asset and Equipment “Policy”; and

**WHEREAS**, amendments to the Policy have been recommended; and

**WHEREAS**, said amendments are incorporated into an amended Policy attached hereto and made a part of.

**NOW, THEREFORE, BE IT RESOLVED**, that the attached amended Policy be formally adopted and made effective as of January 1, 2023.



## **Fixed Assets and Equipment Policy & Procedure**

**Effective 1/1/2023**

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## **I. PURPOSE**

Sullivan County has a significant investment in capital assets such as land, buildings, machinery, and infrastructure. In order to ensure accurate financial reporting, accountability, and operational efficiencies in managing these assets, the County has implemented this policy. Sullivan County makes valuable use of their assets in pursuing individual department missions. The County will utilize an appropriate computer software to effectively account for its capital assets. Additionally, regardless of the cost of an asset, department heads are responsible for tracking and safeguarding all assets within their respective departments. The following policies set guidelines for County personnel to follow in order to accurately account for the County's capital assets.

## **II. POLICY**

Sullivan County will capitalize assets that cost or have a Fair Market Value (FMV) value of \$25,000 or greater at the time of acquisition, and a useful life that extends beyond one reporting period. The County will also capitalize all vehicles, regardless of the dollar amount. These assets are defined as *fixed assets*. Legal responsibilities require the County to record and account for all fixed assets on a regular basis.

## **III. AUTHORITY**

County management is responsible for the physical and reporting control of Sullivan County's fixed assets and equipment. The County Manager has assigned the Office of Audit & Control to oversee this process and to perform inventories of all equipment for internal control purposes.

## **IV. FIXED ASSETS and SIX CLASSES DEFINED**

Fixed Assets and Equipment– Items that have a value of \$25,000 or greater, any vehicle regardless of dollar amount and has a useful life that extends beyond one reporting period. Fixed assets will be capitalized and depreciated according to GAAP.

There are six classes of fixed assets that are required to be reported in compliance with GASB statement 34:

1. Land – Solid part of earth's surface which includes easements and right of ways.

2. Land Improvements – Improvements that are made to land to increase the value or useful life. (i.e. fencing, trails, retaining walls, yard lighting)
3. Buildings – Any roofed structure that is used to shelter (permanent or temporary) people, animals, equipment, plants, or machinery. Any renovation that is made to a building and adds to the useful space or extends the useful life of the structure is considered a fixed asset.
4. Machinery and Equipment – This includes assets that tend to be moveable in nature. Moveable assets would be any machinery or equipment that is not permanently attached to a building.
5. Infrastructure – Long lived assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most fixed assets. They could include bridges, roads, drainage systems, dams, and water systems.
6. Construction in Progress – Uncompleted capital projects involving the construction or installation of buildings, building improvements, roadways, bridges, large computer or telecommunications systems, etc. Expenditures of incomplete construction projects are capitalized, but will not start to depreciate until project completion.

## **V. FIXED ASSET VALUATION**

Sullivan County has four classes for valuing fixed assets, based upon how they were acquired.

1. Purchased Assets – This includes the purchase price of the asset plus any ancillary charges incurred as part of putting the asset into service at its intended location. Ancillary charges include charges that are directly attributable to the asset acquisition such as freight and transportation costs, professional fees, set-up fees, and site preparation costs.
2. Donated Assets – The asset has no purchase or construction cost, however, the asset needs to be recorded at its FMV at the time of acquisition plus any ancillary charges incurred to put the asset in service.

3. Leased Assets – A leased asset is defined as an asset obtained through a contract that conveys control of the right to use another entity’s asset as specified in the contract for a period of time in an exchange-like transaction. Sullivan County records leases in accordance with GASB 87. Sullivan County records subscription-based information technology arrangements (“SBITAs”) in accordance with GASB 96. (See section X for policy details)
4. Infrastructure Assets – Expenditures that extend the useful life of the infrastructure asset or improves its efficiency or capacity, need to be added to the historical cost. Expenditures that do not meet these tests should be reported as repairs/maintenance.

**NOTE\***

Grant Funded Assets or Purchases -Special attention may need to be given to assets received through a grant or as a gift, as additional procedures may need to be followed to properly record, monitor, transfer or dispose of the asset. Pursuant to grant guidelines, grant funded assets may be required to be tagged and tracked at lower thresholds, or inventory counts may be required at specific intervals. It is the grant recipient’s responsibility to adhere to all grant-related requirements for the asset.

**VI. RECORDING, TAGGING, TRANSFERRING & DISPOSING OF ASSETS**

The Office of Audit & Control will record all assets at the time the asset is inventoried and tagged. The tags will have a barcode and number that is unique to that asset. The Asset ID Tags will need to be placed in an area where the tag will not be damaged in the normal use of the asset. The location of the tag will be noted in the County’s records when practical.

All transfers and disposals will be recorded upon receiving the appropriate documentation. All fixed assets that will be moved or transferred need to be accompanied by an Asset Transfer Form. Transfers will not be authorized without the form. The purpose of the Asset Transfer Form will be to maintain an accurate and current record of the location of all fixed assets, which needs to be done for compliance. Once the Asset Transfer Form is authorized by the department head and the asset is transferred, the form must be timely forwarded to the Office of Audit & Control.

Assets will eventually need to be removed from the County records for any one of a number of reasons. Disposing of an asset may be required due to its sale, scrapping, disappearance (lost or stolen), fire or flood.

Prior to disposal, an Asset Disposal Form will need to be completed in its entirety and forwarded to the Office of Audit & Control. The Asset Disposal Form will have all pertinent information related to the asset being disposed of. Assets that are still in satisfactory working condition should be made available to other county departments, for further utilization, before completing an Asset Disposal Form.

Assets that are disposed of due to “disappearance” may require additional reports for the police dept. and/or insurance companies.

## **VII. PERSONAL USE**

Assets purchased by, or donated to, Sullivan County are the property of Sullivan County and **ARE NOT** permitted for personal use.

The County is dedicated to safeguarding its assets, and to ensure the proper use of County assets, any County employee or resident who believes they see improper use of a County asset are encouraged to call the Office of Audit and Control at 845-807-0547 or call the Compliance Hotline at 1-833-955-1559 to report the incident. The information will be utilized to investigate the allegation.

## **VIII. PHYSICAL INVENTORY**

Periodically, every department will be required to take part in a physical inventory of their assets, which will be performed under the direction of the Office of Audit & Control. Any discrepancies will be addressed at the end of the inventory.

Once the inventory is complete, the employee(s) working with staff to perform the inventory will be required to sign off on the report. Any discrepancies will be discussed with the department head. Upon completion of physical inventory, a report will be provided to the County Manager.

## **IX. RESPONSIBILITIES**

The responsibility each Department and/or Department Head has in relation to the Fixed Assets and Equipment Policy & Procedures are as follows:

1. Read and understand the Fixed Assets and Equipment Policy & Procedures.
2. Secure an area where all incoming assets, that meet the tagging requirements, **MUST** remain until they are properly tagged and inventoried by an authorized individual. Assets should not be put into service until they have been accounted for. Weekly, scheduled times will be set up to have assets tagged and inventoried.

Contact the Office of Audit & Control if there is an emergency and the asset needs to be put into service immediately. Arrangements will be made to accommodate these situations when practical.

3. Department heads are required to communicate asset transfers and disposals to appropriate personnel (as outlined in this policy).
4. Department heads are required to inform the Office of Audit & Control as soon as possible if any asset tags become illegible, loose, missing or hinder the asset from being used for its intended purpose.
5. Department heads are responsible for tracking and safeguarding **all assets, regardless of cost**, in their respective departments.

**\*\*NOTE** The Adult Care Center follows this policy as well as their own internal policy which is geared towards the health care industry and the maximization of reimbursement rate calculations.

## X. GASB DETAILS

### 1. GASB 87 -LEASE VALUATION AND POLICY FOR ACCOUNTING FOR LEASES

**PURPOSE:** Establishes the County's policy for leases in accordance with Governmental Accounting Standards Board (GASB) Statement No. 87 concerning leases. The Statement defines a lease as a contract that conveys control of the right to use another entity's nonfinancial asset as specified in the contract for a period of time in an exchange or exchange-like transaction. Any contract meeting this definition should be accounted for under the guidance contained in this statement.

Qualifying leases:

For the purposes of this policy, the following assets are examples of qualifying leases:

- a) Office Space/Buildings/Facilities
- b) Land/Easements
- c) Equipment/Machinery
- d) Vehicles

Excluded leases:

For the purposes of this policy, the following assets are examples of non-qualifying leases:

- a) Short-term leases – less than 12 months.
- b) Leases of intangible assets, including rights to explore for or to exploit natural resources such as oil, gas, and minerals and similar nonregenerative resources; licensing contracts for items such as motion picture films, video recordings, plays, manuscripts, patents, and copyrights; and licensing contracts for computer software. In sublease transactions, however, this Statement does apply to the intangible right-to-use assets that are created by the original leases of tangible underlying assets.
- c) Leases of biological assets, including timber, living plants, and living animals.
- d) Leases of inventory.
- e) Contracts that meet the definition of a service concession arrangement in paragraph 4 of Statement No. 60, Accounting and Financial Reporting for Service Concession Arrangements.
- f) Leases in which the underlying asset is financed with outstanding conduit debt, unless both the underlying asset and the conduit debt are reported by the lessor.
- g) Supply contracts, such as power purchase agreements.

**THRESHOLD AMOUNT:** \$100,000. The County is utilizing a lease dollar value of \$100,000 for compliance with Statement No. 87. This amount is calculated using the present value of all future lease payments including all optional extensions.

If the County is the “Lessee”:

- a) The lease liability is measured as the present value of future lease payments under the expected term of the lease (including any expected renewals).
- b) The lease asset (an intangible asset) should initially equal the lease liability plus any payments made to the lessor at or before the commencement of the term; amortized over the shorter of the lease term and the asset’s useful life.
- c) The lease liability is reduced over time as lease payments are made with a portion of the payments comprised of a current interest expense and the remainder is a reduction of the liability.
- d) The lease liability and payments will be accounted for in the Debt Service Fund.

If the County is the “Lessor”:

- a) The County recognizes a lease receivable and an offsetting deferred inflow of resources representing the future lease payments.
- b) The lease receivable is measured at the present value of lease payments expected to be received.
- c) The deferred inflow of resources will equal the value of the lease receivable plus any payment received at or before the lease term commences.
- d) The County should recognize interest revenue on the lease receivable and an inflow of resources from the deferred inflows of resources.

If a lease involves multiple underlying assets, lessees and lessors should account for each underlying asset as a separate lease contract.

Leases should be recognized and measured using the facts and circumstance that exist at the beginning of the period of implementation.

**DEPARTMENTS’ RESPONSIBILITIES:** The Office of Audit & Control **must be notified immediately by the contracting department** when any lease is entered into or modified by the County, whether the County is the lessor or lessee. The department shall provide the Office of Audit & Control with a copy of the lease and the legislative resolution authorizing the lease as approved by the County Legislature.

**DISCLOSURES/ NOTES TO THE FINANCIAL STATEMENTS:**

To comply with Statement 87, a department, in coordination with its lessor, should provide adequate information to the Office of Audit & Control in order to facilitate the disclosure of the following information in the County’s annual audited/published financial statements:

- a) A general description of its leasing arrangements, including (1) the basis, terms, and conditions on which variable payments not included in the measurement of the lease liability are determined; and (2) the existence, terms, and conditions of residual value guarantees provided by the lessee not included in the measurement of the lease liability.
- b) The total amount of lease assets, and the related accumulated amortization, disclosed separately from other capital assets.

- c) The amount of lease assets by major classes of underlying assets, disclosed separately from other capital assets.
- d) The amount of outflows of resources recognized in the reporting period for variable payments not previously included in the measurement of the lease liability.
- e) The amount of outflows of resources recognized in the reporting period for other payments, such as residual value guarantees or termination penalties, not previously included in the measurement of the lease liability.
- f) Principal and interest requirements to maturity, presented separately, for the lease liability for each of the five subsequent fiscal years and in five-year increments thereafter.
- g) Commitments under leases before the commencement of the lease term.
- h) The components of any loss associated with an impairment (the impairment loss and any related change in the lease liability, as discussed in paragraph 34 of Statement 87).

## **2. ACCOUNTING FOR SUBSCRIPTION-BASED IT ARRANGEMENTS IN ACCORDANCE WITH GASB 96**

**PURPOSE:** Establishes the County's policy for SBITAs in accordance with Governmental Accounting Standards Board (GASB) Statement No. 96 concerning subscription-based IT arrangements.

### **Qualifying SBITAs:**

The Statement defines a SBITA as a contract that conveys control of the right to use another party's information technology (IT) software, alone or in combination with tangible capital assets, as specified in the contract for a period of time in an exchange or exchange-like transaction. Any contract meeting this definition should be accounted for under the guidance contained in this statement.

Qualifying SBITAs commonly include IT software that includes provisions such as remote access to software applications or cloud data storage and allows for temporary use that ends when the subscription expires.

For purposes of this policy, the following are examples of potential SBITAs<sup>1</sup>:

- a) Accounting software
- b) Microsoft
- c) Cisco

### Terminology:

“Control of the right to use” – requires both a right to obtain present service capacity from the use of the underlying IT assets and the right to determine the nature and manner of use of the underlying IT assets.

“Period of time” – the subscription term is the period of time that the government has a noncancellable right to use the underlying IT assets plus any periods that the government or vendor have the option to extend the contract and it is reasonably certain that the option will be exercised.

### Excluded SBITAs:

For the purposes of this policy, the following are examples of non-qualifying SBITAs:

- Short-term SBITAs. A SBITA is considered short-term if, at commencement of the subscription term, it has a maximum possible term under the SBITA contract of 12 months (or less), including any options to extend, regardless of their probability of being exercised.
- Contracts that convey control of the right to use another party’s combination of IT software and tangible capital assets that meets the definition of a lease in Statement No. 87, *Leases*, in which the software component is insignificant when compared to the cost of the underlying tangible capital asset.
- Governments that provide the right to use their IT software and associated tangible capital assets to other entities through SBITAs.
- Contracts that meet the definition of a public-private or public-public partnership as defined in GASB No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*.
- Licensing arrangements that provide a perpetual license to governments to use a vendor’s computer software.

**THRESHOLD AMOUNT:** \$50,000. The County is utilizing a SBITA dollar value of \$50,000 for compliance with Statement No. 96. This amount is calculated using the present value of all future SBITA payments including all optional extensions.

If the County has a qualifying SBITA:

1. The subscription asset should be initially measured as the sum of:
  - a. The initial subscription liability amount;
  - b. Payments made to the SBITA vendor before commencement of the subscription term; and
  - c. Capitalizable implementation costs, less any incentives received from the SBITA vendor at or before the commencement of the subscription term.
2. The subscription liability should be recognized at the commencement of the subscription term, which is when the subscription asset is placed into service. The subscription liability should be initially measured at the present value of

subscription payments expected to be made during the subscription term. Future subscription payments should be discounted using the interest rate the SBITA vendor charges the County, which may be implicit, or the County's incremental borrowing rate if the interest rate is not readily determinable.

3. The SBITA liability is reduced over time as payments are made, with a portion of the payments comprised of a current interest expense and the remainder is a reduction of the liability.
4. The SBITA liability and payments will be accounted for in the applicable governmental fund or enterprise fund.

If a SBITA contract contains multiple components, the County should account for each component separately as a subscription component or non-subscription component and allocate the contract price to the different components. If it is not practicable to determine a best estimate for price allocation for some or all components in the contract, the County should account for those components as a single SBITA.

Periods for which both the government and the SBITA vendor have an option to terminate without permission from the other party are cancelable periods and are excluded from the subscription term.

**DEPARTMENTS' RESPONSIBILITIES:** The Office of Audit & Control **must be notified immediately by the contracting department** when any SBITA is entered into or modified by the County. The department shall provide the Office of Audit & Control with a copy of the SBITA agreement or copy of purchase order, with detailed information on specific terms agreed upon, and the legislative resolution authorizing the SBITA as approved by the County Legislature.

## XI. DEFINITIONS

**The following definitions are to be used solely with this policy:**

***Accumulated Depreciation*** – Total depreciation expense since the acquisition of the asset.

***Acquisition Cost*** – The total cost/value of an asset at the time of acquisition. This includes all ancillary charges. (i.e. shipping, professional fees, set up, site preparation, etc). If it was donated, then the value is the FMV plus any ancillary charges.

***Asset ID*** – This is a tag (with a number and barcode) that is affixed to the asset at the time it is inventoried. The barcode and number are unique to each asset.

***Building*** – Any roofed structure that is used to shelter (permanent or temporary) people, animals, equipment, plants, or machinery.

***Construction in Progress*** – Uncompleted capital projects involving the construction or installation of buildings, improvements, roadways, bridges, large computer or telecommunications systems, etc.

***Depreciation*** – The decline in value of an asset over its useful life.

***Disposal*** – The removal of an asset from inventory. This could be due to sale, scrapping, theft, lost, fire, etc. *An Asset Disposal Form must be completed prior to disposal.*

***Expense*** – A charge incurred for the current fiscal period.

***Fair Market Value (FMV)*** – The reasonable value given to an asset that you could expect to receive if sold. Fixed assets should have a qualified appraisal if there is no historical cost.

***Fixed Asset*** – A vehicle of any value, or an asset that has a minimum acquisition cost of \$25,000, and will have a useful life that extends beyond one reporting period.

**GAAP** – Generally Accepted Accounting Principles are the rules and guidelines that must be followed when reporting financial information.

**GASB** – Government Accounting Standards Board, which are additional rules that must be followed by governmental agencies when reporting financial information.

**Infrastructure** – Long lived assets that normally are stationary in nature and can normally be preserved for a significantly greater number of years than most capital assets.

**Intangible Asset** – Assets that have no physical substance.

**Land** – Solid part of earth’s surface, easements, right of ways

**Land Improvements** – Enhancements made to land to increase the value or useful life.

**Machinery & Equipment** – Assets that are normally moveable in nature

**Renovations** – Construction to an existing facility that changes and/or improves the function of all or part of the building. Renovations will only be capitalized if useful space was added or useful life was extended.

**Tangible Asset** – Assets that have physical substance.

**Transfer** – The relocation of an asset from one department to another. *An Asset Transfer Form must be completed at the time the asset is to be relocated.*

**Useful Life** – The period of time for which the asset is estimated to remain functional and useful for its intended purpose.

\*Note - The useful life of the County’s assets is used for depreciation purposes only, and determined using the standards established by the NYS Office of General Services, industry standards or generally accepted useful lives. For bonding purposes, the period of probable usefulness is determined by the New York Local Finance Law.

## **XII. FORMS**

Asset Disposal Form

Asset Transfer Form

# Asset Disposal Form

County Asset ID# \_\_\_\_\_

Make of Asset \_\_\_\_\_

Model# \_\_\_\_\_

Serial# \_\_\_\_\_

Description of Asset \_\_\_\_\_

Location of Asset \_\_\_\_\_

Use of Asset \_\_\_\_\_

Was Asset Originally Acquired Through a Grant? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Was asset made available for transfer? \_\_\_\_\_

Reason for Disposal \_\_\_\_\_

Disposal Method \_\_\_\_\_

Requested by: \_\_\_\_\_ Date: \_\_\_\_\_

Dept: \_\_\_\_\_

Supervisor's authorization: \_\_\_\_\_ Date: \_\_\_\_\_

Dept. Head authorization: \_\_\_\_\_ Date: \_\_\_\_\_

*Note: Please attach photo*

*For Office Use Only*

**Date Received/Authorized Signature:**

**Date Processed/Authorized Signature:**

# Asset Transfer Form

County Asset ID# \_\_\_\_\_

Make of Asset \_\_\_\_\_

Model# \_\_\_\_\_

Serial# \_\_\_\_\_

Description of Asset \_\_\_\_\_

\_\_\_\_\_

Current Location of Asset \_\_\_\_\_

Proposed Location of Asset \_\_\_\_\_

Use of Asset \_\_\_\_\_

Was Asset Originally Acquired Through a Grant? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Reason for Transfer \_\_\_\_\_

Requested by: \_\_\_\_\_ Date: \_\_\_\_\_

Dept: \_\_\_\_\_

Supervisor's authorization: \_\_\_\_\_ Date: \_\_\_\_\_

*Note: Please attach photo*

<i>For Office Use Only</i>	
<b>Date Received/Authorized Signature:</b>	
<b>Date Processed/Authorized Signature:</b>	



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6277

**Agenda Date:** 3/21/2024

**Agenda #:** 11.

**Narrative of Resolution:**

To Enter into an Agreement with NACCHO to accept grant funds to support MRC

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

**Amount to be authorized by Resolution:** \$5000.00

**Are funds already budgeted?** No

**Specify Compliance with Procurement Procedures:**

**INTRODUCED BY THE HEALTH AND FAMILY SERVICES COMMITTEE  
TO AUTHORIZE APPROVAL FOR THE SULLIVAN COUNTY DEPARTMENT OF PUBLIC HEALTH  
SERVICES TO APPLY FOR AND ENTER INTO AN AGREEMENT WITH THE NATIONAL ASSOCIATION  
OF COUNTY AND CITY HEALTH OFFICIALS (NACCHO) TO ACCEPT GRANT FUNDS TO SUPPORT THE  
MEDICAL RESERVE CORPS**

**WHEREAS**, The National Association of County and City Health Officials (NACCHO), the voice of the country’s nearly 3,000 local health departments, has announced funding opportunities for 2024 Medical Reserve Corps (MRC) Operational Readiness Awards (ORA) to build MRC response capabilities (Tier 1) or strengthen MRC response capabilities (Tier 2); and

**WHEREAS**, In January 2021, the Sullivan County legislature approved a resolution to create a volunteer Sullivan County Medical Reserve Corps to help the county to respond to the public health emergency of COVID -19 and future public health needs, the purpose of the MRC is to supplement the Department’s personnel with volunteers that are medically trained and non-medically trained from the community; and

**WHEREAS**, In October 2021, the Sullivan County MRC received official Federal approval and became a registered unit in the MRC program under the Office of the Surgeon General; and

**WHEREAS**, SCPHS would like permission to apply for the NACCHO grant and if awarded, accept funding of up to \$5,000 to build and strengthen MRC response capabilities to meet local response needs and evolving response missions; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager or Chairman of the County Legislature to execute any and all necessary documents to submit the application for funding for the NACCHO 2024 Medical Reserve Corps (MRC) Operational Readiness Awards (ORA); and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager or Chairman of the County Legislature 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 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-6278

Agenda Date: 3/21/2024

Agenda #: 12.

**Narrative of Resolution:**

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO ACCEPT A DONATION OF A GIFT CERTIFICATE TO THE SULLIVAN COUNTY DIVISION OF HEALTH AND HUMAN SERVICES**

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

**Amount to be authorized by Resolution:** 0.00

**Are funds already budgeted?** No

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

**AUTHORIZE THE DIVISION OF HEALTH AND HUMAN SERVICES TO ACCEPT A DONATION OF A GIFT CERTIFICATE**

**WHEREAS**, the Sullivan County Division of Health and Human Services (SCDHHS) believes that Bold Gold Media LP will provide the County with advertising; and

**WHEREAS**, Bold Gold Media LP, having no cases pending that involve the County of Sullivan, provided an unsolicited donation, of a gift certificate valued at one thousand dollars (\$1,000.00) to the Sullivan County Workforce Summit (Summit) to be awarded as a prize at the Summit held on Tuesday, March 12, 2024 at the Kartrite Resort; and

**WHEREAS**, the Bold Gold Media LP gift certificate was won at the Summit by an employee representing the SCDHHS and can be used at the winner’s discretion; and

**WHEREAS**, the County appreciates the gift certificate of \$1,000.00 and thanks Bold Gold Media LP for their generosity.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes and accepts the gift certificate donation of one thousand dollars (\$1,000.00) provided to the employee representing the SCDHHS to be used for advertising purposes; and

**BE IT FURTHER RESOLVED**, that the Legislature appreciates the generous gift from Bold Gold Media LP and formally thanks Bold Gold Media LP for their generous donation to Sullivan County for the benefit of all residents and visitors to Sullivan County.



Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

File #: ID-6279

Agenda Date: 3/21/2024

Agenda #: 13.

**Narrative of Resolution:**

**TO AUTHORIZE THE COUNTY MANAGER TO APPLY FOR AND ACCEPT THE FY2023 STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) GRANT PROGRAM AWARD FROM THE U.S. DEPARTMENT OF HOMELAND SECURITY (DHS) / FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) If Resolution requires expenditure of County Funds, provide the following information:**

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

**Are funds already budgeted?** No

**Specify Compliance with Procurement Procedures:**

N/A

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO APPLY FOR AND ACCEPT THE FY2023 STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) GRANT PROGRAM AWARD FROM THE U.S. DEPARTMENT OF HOMELAND SECURITY (DHS) / FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)**

**WHEREAS**, the U.S. Department of Homeland Security / Federal Emergency Management Agency provide funding to enhance the safety of the public and firefighters with respect to fire and fire-related hazards; and

**WHEREAS**, the U.S. Department of Homeland Security / Federal Emergency Management Agency is administering the FY2023 Staffing for Adequate Fire and Emergency Response (SAFER), an Assistance to Firefighters Grant Program which provides funding directly to fire departments and volunteer firefighter interest organizations to assist in improving staffing and deployment capabilities to respond to emergencies and ensure that communities have adequate protection from fire and fire-related hazards; and

**WHEREAS**, the Sullivan County Division of Public Safety / Bureau of Fire, as a volunteer firefighter interest organization is seeking to apply for funding in the amount of \$500,000.00 for Recruitment and Retention efforts; and

**WHEREAS**, the Sullivan County Division of Public Safety / Bureau of Fire must submit an application in order to receive said funding and wishes to file an application with the U.S. Department of Homeland Security / Federal Emergency Management Agency; and

**WHEREAS**, Sullivan County is not required to provide any local cash match.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and/or their authorized representative (as required by the funding source) to execute any and all necessary documents to submit the FY2023 SAFER application

for funding; and

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

**BE IT FURTHER RESOLVED**, that should the FY2023 SAFER 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-6280

**Agenda Date:** 3/21/2024

**Agenda #:** 14.

**Narrative of Resolution:**

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO CORRECT THE 2024 TAX ROLL OF THE TOWN OF THOMPSON FOR TAX MAP #10.-3-6.2**

**WHEREAS**, an application dated March 11, 2024 having been filed by Anes Kurtagic pursuant to Section 556 of the Real Property Tax Law with respect to property assessed to said applicant on the 2024 tax roll of the Town of Thompson bearing Tax Map #10.-3-6.2 to correct a clerical error, due to an incorrect entry on a tax roll of a portion of a relieved school tax which has been previously paid; and

**WHEREAS**, the Director of Real Property Tax Services has duly investigated the application and filed his report dated March 11, 2024 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 a clerical error

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

**BE IT FURTHER RESOLVED**, that the Chair of the County Legislature be and she 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:** \$413.58

**Are funds already budgeted?** No

**Specify Compliance with Procurement Procedures:**

RPTL §556



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6281

**Agenda Date:** 3/21/2024

**Agenda #:** 15.

**Narrative of Resolution:**

Participate in the negotiations of collection actions at the Care Center at Sunset Lake

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

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

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

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE COUNTY ATTORNEY TO PARTICIPATE IN THE NEGOTIATION OF COLLECTION ACTIONS AT THE CARE CENTER AT SUNSET LAKE**

WHEREAS, the County of Sullivan has entered into a Consulting Agreement with Sunset Lakes Consulting LLC DBA Infinite Care (herein after referred to as Infinite Care) wherein Infinite Care is responsible for, among other things, billing patients and collection of delinquent accounts; and

WHEREAS, Infinite Care has entered into a retainer agreement with the law firm of Abrams Fensterman, LLP for the purpose of collecting delinquent debts at the Sunset Lake Adult Care Center; and

WHEREAS, it is necessary for the County Attorney to be involved in the negotiations of the settlement of delinquent accounts with Abrams Fensterman LLP; and

WHEREAS, it is, from time to time necessary to sign legal documents relating to the settlement and collection of delinquent accounts; and

NOW, THEREFORE, BE IT RESOLVED, that the County Attorney is hereby authorized to consult with and participate in negotiations with Abrams Fensterman LLP for the purpose of settling delinquent accounts at the Care Center at Sunset Lake

BE IT FURTHER RESOLVED, that the County Manager is hereby authorized to execute all necessary documents to resolve collection actions at the Care Center at Sunset Lake in such form to be approved by the County Attorney.



Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6282

**Agenda Date:** 3/21/2024

**Agenda #:** 16.

**Narrative of Resolution:**

Urge NYS Legislature to pass a Strong Packaging Reduction and Recycling Act

**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 MATT MCPHILLIPS, DISTRICT 1 LEGISLATOR AND BRIAN MCPHILLIPS, DISTRICT 3 LEGISLATOR TO URGE THE NYS ASSEMBLY AND NYS LEGISLATURE TO PASS A STRONG PACKING AND RECYCLING INFRASTRUCTURE ACT AND EXPAND THE STATE’S BOTTLE BILL**

WHEREAS, packaging makes up approximately 40 percent of the waste in New York State, and

WHEREAS, managing packaging waste costs New York taxpayers hundreds of millions of dollars annually, and

WHEREAS, some packaging is not recyclable and reusable and refillable packaging systems are not readily available, and

WHEREAS, plastic causes serious pollution including litter and use of toxic chemicals, and

WHEREAS, companies that produce packaging should help bear the costs of packaging waste, not just taxpayers and

WHEREAS, enacting the Packaging Reduction and Recycling Infrastructure Act, as drafted in the New York Assembly A.5322-A and the New York Senate S.4246-A, would reduce waste, increase recycling rates, create jobs, reduce toxicity in products, provide millions of dollars in savings for local governments and taxpayers, and lower greenhouse gas emissions, and

WHEREAS, the Packaging Reduction and Recycling Infrastructure Act should work in tandem with and supplement New York State’s Returnable Container Act, and

WHEREAS, New York’s Returnable Container Act should be modernized to reflect an expanded market of beverages, and the deposit on beverage containers should be increased to 10 cents.

BE IT RESOLVED, that the Sullivan County Legislature urges the New York State Legislature to pass and Governor Kathy Hochul to sign into law a strong and effective Packaging Reduction and Recycling Infrastructure Act A5322-A/S4246-A, and an expanded and modernized Bottle Bill A.6353/S.237-B, and

RESOLVED, further, that the County Legislature shall forward copies of this resolution to Governor Kathy Hochul, the New York Assembly Speaker and New York State Senate Majority Leader and Assemblywoman

Aileen Gutner and Senator Peter Oberacker.



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

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**File #:** ID-6283

**Agenda Date:** 3/21/2024

**Agenda #:** 17.

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**Narrative of Resolution:**

To amend Resolution No. 130-24 to include specific duties for the temporary stipend.

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

**Amount to be authorized by Resolution:** Click or tap here to enter text.

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

**Specify Compliance with Procurement Procedures:**

**WHEREAS**, the Sullivan County Legislature adopted Resolution No. 130-24 on February 15, 2024 which authorized a temporary stipend of \$5,000 annually at the discretion of of the County Manager to assist with duties due to various vacancies; and

**WHEREAS**, there is a need to clarify the duties that the existing employee currently employed at the Care Center will be taking on to be entitled to said temporary stipend of \$5,000 to be paid in bi-weekly installments.

**NOW THEREFORE BE IT RESOLVED**, the Sullivan County Legislature hereby amends the “BE IT FURTHER RESOLVED” section in Resolution No, 130-24 to include that the existing employee will receive a stipend of up to \$5,000 annually, to be paid in bi-weekly installments, to “assume extra duties as it relates to the supply and inventory control of the Care Center at Sunset Lake”, effective February 27, 2024 and shall be abolished upon the return of the Coordinator of Supply and Inventory Control.



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

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**File #:** ID-6284

**Agenda Date:** 3/21/2024

**Agenda #:** 18.

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**Narrative of Resolution:**

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

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

**Amount to be authorized by Resolution:** \$42,000

**Are funds already budgeted?** Yes

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

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

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

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

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

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

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

“Schedule A”

2024 Legislative Discretionary Contract Funding

<b>Applicant</b>	<b>Award Recommendation</b>	<b>Award Recommendation</b>
Sullivan County SPCA	Providing Shelter for stray dogs in Sullivan County	\$12,000
Monticello Little League	Registrations fees, equipment, and uniforms (Legislative District 6)	\$5,000
Wurtsboro Board of Trade	Wurtsboro mural project (District 9 \$2,000, District 2 \$1,000, District 4 \$7,000)	\$10,000
Eldred Little League	Replace field Maintenance Machine (\$10,000 county-wide, \$5,000 District 2)	\$15,000



Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6286

**Agenda Date:** 3/21/2024

**Agenda #:** 19.

**Narrative of Resolution:**

Pursue a Certificate of Need for a Countywide EMS System

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

**Amount to be authorized by Resolution:** \$135,308.00

3 Deputy EMS Coordinators \$8,500 each (currently there are 2 Deputy EMS at \$3500

Salary for a Deputy Commissioner which is a new position \$109,808

**Are funds already budgeted?** Yes, partially. \$30,241. is not budgeted

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE DIVISION OF PUBLIC SAFETY / BUREAU OF EMS TO PURSUE A CERTIFICATE OF NEED FOR A COUNTYWIDE EMS SYSTEM AND TO CREATE A DEPUTY COMMISSIONER AND DEPUTY EMS COORDINATOR POSITION WITHIN THE DIVISION OF PUBLIC SAFETY**

**WHEREAS**, the Chairman of the Public Safety and Law Enforcement Committee and the Commissioner of Public Safety have identified a need to support the functions of the Bureau of EMS to meet the increased demands on an already strained system; and

**WHEREAS**, the Bureau of EMS is presently composed of one (1) part-time stipend EMS Coordinator and two (2) part-time stipend Deputy EMS Coordinators; and

**WHEREAS**, one (1) Deputy EMS Coordinator position was abolished from the County budget in year 2023; and

**WHEREAS**, the current EMS Coordinator also serves the County of Sullivan as the E911 Coordinator; and

**WHEREAS**, there is an increased need for staffing within the Bureau of EMS to provide additional support to address the current demands of the system; and

**WHEREAS**, for purposes of broadening the pool of prospective respondents to an upcoming Request for Proposal, the Division of Public Safety / Bureau of EMS is seeking to pursue obtaining a Certificate of Need (CON) from the New York State Department of Health (NYSDOH) for a county-wide EMS system for potential third-party EMS coverage.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby creates the Full-Time position of Deputy Commissioner of Public Safety to oversee the operations of E911 Communications and the Bureau of EMS, and creates the Per Diem position of Deputy EMS Coordinator effective immediately; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby sets the salary for the Deputy Commissioner in accordance with the Management Salary Schedule, and the salary for the Deputy EMS Coordinator at \$8,500.00 annually, effective immediately; and

**BE IT FURTHER RESOLVED**, that the existing Deputy EMS Coordinators' salaries be increased to \$8,500.00 annually, effective immediately; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the Division of Public Safety / Bureau of EMS to pursue a Certificate of Need from the New York State Department of Health, effective immediately.



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6288

**Agenda Date:** 3/21/2024

**Agenda #:** 20.

**Narrative of Resolution:**

Set public hearing for a proposed Local Law for April 18, 2024 at 10:10AM

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

**Amount to be authorized by Resolution:**

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

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO SET A PUBLIC HEARING FOR A PROPOSED LOCAL LAW TO ENTER INTO A LEASE OF LANDS OF OTHERS FOR COUNTY OWNED COMMUNICATION TOWERS FOR A TERM NOT TO EXCEED FORTY (40) YEARS**

**WHEREAS**, there has been introduced at a meeting of the Sullivan County Legislature held on March 21, 2024, a proposed Local Law entitled “A Local Law to enter into a lease of lands of others for county owned communication towers for a term not to exceed forty (40) years”.

**NOW, THEREFORE, BE IT RESOLVED**, that a public hearing be held on said proposed local law by the Sullivan County Legislature on April 18, 2024 at 10:10AM, 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 March 21, 2024, a proposed Local Law entitled “A Local Law to enter into a lease of lands of others for county owned communication towers for a term not to exceed forty (40) years”.

**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 April 18, 2024, at 10:10AM at which time all persons interested will be heard.

DATED: Monticello, New York

March 21, 2024

ANNMARIE MARTIN

Clerk of the Legislature

County of Sullivan, New York



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6289

**Agenda Date:** 3/21/2024

**Agenda #:** 21.

**Narrative of Resolution:**

TO AUTHORIZE THE TERMS OF AND EXECUTE A LEASE RENEWAL WITH A THIRD-PARTY LAND OWNER FOR THE CONTINUED LEASE OF LAND TO SUPPORT THE OPERATION OF PUBLIC SAFETY COMMUNICATIONS FACILITIES

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

**Amount to be authorized by Resolution:** \$5085.40 annually

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

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

TO AUTHORIZE THE TERMS OF AND EXECUTE A LEASE RENEWAL WITH A THIRD-PARTY LAND OWNER FOR THE CONTINUED LEASE OF LAND TO SUPPORT THE OPERATION OF PUBLIC SAFETY COMMUNICATIONS FACILITIES

WHEREAS, Resolution No. 157-12 authorizes the negotiation of the renewal of agreements and additional leased parcel with third-party land owners for the use of parcels of property for communications towers; and

WHEREAS, in order to provide communication services for the County, the Delaware tower lease must be renewed; and

WHEREAS, the lease is for a portion of a parcel of land situated in the Town of Delaware, identified on Real Property Tax Map Section 3, Block 1 and Lot 7; and

WHEREAS, it is in the best interest of the County to enter into this lease renewal to ensure continued communications capabilities.

NOW, THEREFORE, BE IT RESOLVED, that the Chair of the County Legislature be authorized to execute a lease renewal with the property owner(s), commencing April 1, 2024 for a period of five years with an option to extend another three additional five-year terms; and

BE IT FURTHER RESOLVED, that the lease terms and annual percentage increases shall remain unchanged with the addition of an annual contract stipend not to exceed \$818.92 paid annually for the term of the lease.

BE IT FURTHER RESOLVED, that the form of such lease agreement be drafted and approved by the County Attorney's Office.



Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6290

**Agenda Date:** 3/21/2024

**Agenda #:** 22.

**Narrative of Resolution:**

Urge Governor to restore CHIPS Funding

**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 THE EXECUTIVE COMMITTEE TO URGE GOVERNOR HOCHUL TO RESTORE FUNDING FOR LOCAL HIGHWAYS**

**WHEREAS**, the New York State Department of Transportation (“NYSDOT”) is implementing its third year of a five year \$32.8 Billion Dollar investment plan for local highway systems; and

**WHEREAS**, Governor Hochul’s proposed 2024-2025 Executive Budget recommends cutting funding for the NYSDOT investment plan in the amount of \$60 Million Dollars in CHIPS aid and \$40 Million Dollars in State Touring Route aid; and

**WHEREAS**, due to record high inflation rates on highway construction costs local governments’ efforts to properly maintain their highway systems have been substantially damaged; and

**WHEREAS**, local governments dearly need an increase in funding for their local highway systems and they are not in a fiscal position to absorb cuts to expected funding from NYSDOT; and

**WHEREAS**, in the event the \$100 Million Dollars in aid is not restored Sullivan County’s ability to adequately maintain its highway system will be significantly impaired.

**NOW THEREFORE BE IT RESOLVED**, that the Sullivan County Legislature, joins with the NYSCHSA and NYSAOTSOH and numerous other Counties and Towns in New York State and strongly urges Governor Hochul to restore to the 2024-2025 Budget, the \$100 Million Dollars of proposed cuts in CHIPS and State Touring Route aid, in order to allow Sullivan County to properly maintain its local highways; and

**BE IT FURTHER RESOLVED**, that the Clerk of the Legislature is hereby directed to forward copies of this Resolution to Governor Kathy Hochul, Senator Peter Oberacker, Senate Majority Leader Andrea Stewart-Cousins, Assemblywoman Aileen Gunther, Assemblyman Brian Miller, Assembly Speaker Carl Heastie and all others deemed necessary and proper.



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6291

**Agenda Date:** 3/21/2024

**Agenda #:** 23.

**Narrative of Resolution:**

Authorize submission of FY 23-24 Criminal Justice Discovery Reform Application

**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 THE EXECUTIVE COMMITTEE TO AUTHORIZE THE SUBMISSION OF THE FY23-24 NYS CRIMINAL JUSTICE DISCOVERY REFORM APPLICATION AND PROGRAM MATERIAL REQUESTING FUNDING AND SUBSEQUENT ACCEPTANCE OF THE AWARD AND ENTERING INTO AN AWARD AGREEMENT.**

**WHEREAS,** The New York State Division of Criminal Justice Services (“DCJS”) has made available \$40 million in funding under FY23 -24 to Counties outside of New York City, with maximum award amounts determined based on each County’s prorated share of criminal court arraignments statewide, to support local law enforcement agencies with expenses related to the implementation of discovery and pretrial reforms that took effect January 1, 2020; and

**WHEREAS,** the funding is contingent upon the submission of application and plan material, and subsequent DCJS approval of a Discovery Reform Funding Plan submitted to DCJS by the County and in collaboration with the District Attorney Office and Probation Department; and

**WHEREAS,** County of Sullivan is eligible to receive an award no greater than funding allocated in the amount of \$342,510.00, to be split amongst the Sullivan County District Attorney Office receiving 67% (\$229,481.70), and the Sullivan County Probation Department receiving the 33% balance (\$113,028.30); and

**WHEREAS,** County of Sullivan desires to submit eligible expenses for reimbursement under the Criminal Justice Discovery Reform program in an amount no greater than \$342,510.00.

**NOW, THEREFORE, BE IT RESOLVED,** that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and / or their authorized representative (*as required by the funding source*) to execute any and all necessary documents to submit the application for funding, the County’s Discovery Reform Plan material inclusive of letters of approval from the County Legislative

Chairperson; and letters of support from the County District Attorney and Probation Director prior to the established deadline date of March 31, 2024; and

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

**BE IT FURTHER RESOLVED**, that should the Criminal Justice Discovery Reform 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

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**File #:** ID-6292

**Agenda Date:** 3/21/2024

**Agenda #:** 24.

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

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

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

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

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO MODIFY THE 2023 BUDGET**

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

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

**2023 Year End #7 Resolution  
Sullivan County Budget Modifications 2023**

G/L Account	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-6010-38-40-4013 - CONTRACT CONTRACT OTHER(*)				5,576
A-7110-230-21-2101 - FIXED LAND/LAND IMPROVEMENTS				150,000
A-7110-230-R3089-R167 - ST AID GEN GOV DEPARTMENTAL AID		150,000		
A-8020-90-40-4013 - CONTRACT CONTRACT OTHER			100,000	
A-8020-90-47-4796 - DEPT PLANS AND PROGRESS(**)				5,000
A-8020-90-R2189-R248 - HOME/COMMNTY ASSIST LOCAL GRANT	100,000			
<b>A Fund Total</b>	<b>100,000</b>	<b>150,000</b>	<b>100,000</b>	<b>160,576</b>
D-5110-47-47-4720 - DEPT LABORATORY/XRAY EXPENSE				412
D-9998-R3501-R120 - ST AID CONSOLIDTD HGHWY CAPITAL		412		
<b>D Fund Total</b>	<b>-</b>	<b>412</b>	<b>-</b>	<b>412</b>

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

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



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-6294

**Agenda Date:** 3/21/2024

**Agenda #:** 25.

**Narrative of Resolution:**

Enact a Proposed Local Law entitled “A Local Law to Amend Local Law No. 1 of 2019”

**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 NO. INTRODUCED BY THE EXECUTIVE COMMITTEE TO ADOPT A PROPOSED LOCAL LAW ENTITLED “A LOCAL LAW TO AMEND LOCAL LAW NO. 1 OF 2019”**

**WHEREAS**, proposed Local Law entitled “A Local Law to Amend Local Law No. 1 of 2019” was presented to the Sullivan County Legislature at a meeting held on March 21, 2024 at the County Government Center, Monticello, New York, to consider said proposed Local Law; and

**WHEREAS**, notice of public hearing having been duly published and posted as required by law, and said public hearing having been held on March 21, 2024 and all persons appearing at said public hearing deeming to be heard.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby enact and adopt the Local Law entitled “A Local Law to Amend Local Law 1 of 2019” in accordance with the Municipal Home Rule Law of New York State, which Local Law is annexed hereto and made a part hereof.

**A LOCAL LAW TO AMEND LOCAL LAW NO. 1 OF 2019**

**Explanation:** This Amendment to Local Law No. 1 of 2019 shall be for the purpose of removing the number of Communication Towers and Exhibit A naming the County Communication Towers.

**Legislative Intent:** The Sullivan County Legislature, after consideration, declares that it is necessary to amend Local Law No. 1 of 2019. Said changes to Local Law No. 1 of 2019 are detailed below.

**Amendments: Delete the following language in SECTION 3:**

“, the nine (9)”; and “A list of the nine (9) communications towers is attached hereto as Exhibit "A" and by this reference is incorporated herein.”

AND

Removal of “Exhibit A” from the body of the Local Law.

All other language remains unchanged and in full force and effect.

**Effective:** This Local Law shall become effective as of the date of filing with the Secretary of State.