



# Sullivan County

## Executive Committee

### Meeting Agenda - Final

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

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**Wednesday, November 22, 2023**

**9:00 AM**

**Government Center**

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#### Call To Order and Pledge of Allegiance

#### Roll Call

#### Comments:

#### Resolutions:

1. TO AUTHORIZE THE SALE OF PROPERTY TO THE SECOND HIGHEST BIDDER(S) FROM THE SEPTEMBER 2023 REAL PROPERTY AUCTION. [ID-5925](#)
2. Resolution to authorize, award & execute a contract for professional auctioneers services. [ID-5932](#)
3. Allocate 2023-2024 State Aid to County Youth Programs. [ID-5933](#)  
**Sponsors:** Office for the Aging and Deoul
4. To authorize contract with McFarland Johnson, Inc., for terminal revitalization [ID-5937](#)
5. Authorize contract for exterminating services with Pestech Pest Solutions [ID-5939](#)
6. Transfer Revolving Loan Funds to Sullivan County IDA [ID-5941](#)
7. Authorize the Appointment of a Fair Housing Officer for the County of Sullivan [ID-5942](#)
8. To amend Resolution No. 81-23. [ID-5943](#)

9. Ratifying a MOA with Sullivan County Patrolmen's Benevolent Association [ID-5944](#)

**Attachments:** [MOA-promotional pay Nov17](#)

**Adjourn**



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-5925

**Agenda Date:** 11/22/2023

**Agenda #:** 1.

**Narrative of Resolution:**

**WHEREAS,** Sullivan County held a real property auction on September 6 & 7, 2023 and

**WHEREAS,** Sullivan County Resolution Number 361-23 was adopted on September 14, 2023 accepting and rejecting bids from the September 2023 Real Property Auction, and

**WHEREAS,** pursuant to the September 2023 Real Property Auction Terms and Conditions, the first highest bidders were to remit any outstanding balance due to the Sullivan County Treasurer on or before 5:00 p.m. October 6, 2023, and

**WHEREAS,** the first highest bidders did not complete the purchase on the following parcels and the second highest bidder(s) has/have agreed to purchase the property for the amount of bid price, plus a ten (10%) percent auctioneer’s commission and additional costs and charges, pursuant to the September 2023 Real Property Terms and Conditions:

<u>Tract #</u>	<u>Town/Section/Block/Lot Number</u>	<u>Second Bidder</u>	<u>Amount Offered</u>
83A	Liberty: 6.-1-53	Neal Shanske	\$1,800.00
165A	Tusten: 16.-5-1.2 & 16.-5-1.4	Anthony Steele	\$4,500.00

**WHEREAS,** the purchaser(s) will be responsible for the levied 2023 Town and County tax bill, 2023/2024 School Taxes, and

**NOW, THEREFORE, BE IT RESOLVED,** the Chairman of the Sullivan County Legislature is hereby authorized to execute the necessary documents in order to convey the aforesaid premises to the second highest bidder(s) for their bid amount, plus a 10% auctioneer’s commission and other costs & charges pursuant to the written Terms & Conditions of the September 2023 auction.

**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:**



Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-5932

**Agenda Date:** 11/22/2023

**Agenda #:** 2.

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE AWARD AND THE EXECUTION OF A CONTRACT FOR PROFESSIONAL AUCTIONEER SERVICE**

**WHEREAS**, proposals were received by the Sullivan County Department of Purchasing for Professional Auctioneer Services pursuant to RFP # R23-41, and

**WHEREAS**, the Sullivan County Treasurer has carefully reviewed said proposals; and

**WHEREAS**, pursuant to said RFP, the County of Sullivan reserves the right to select the proposal that best meets the needs of the County; and

**WHEREAS**, the Sullivan County Treasurer has determined that Absolute Auctions & Realty, Inc., has the qualifications and expertise to best meet the needs for this services.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be and he hereby is authorized to execute a contract with Absolute Auctions & Realty, Inc. from January 1, 2024 through December 31, 2024, with the option to extend said contract on a yearly basis for an additional four (4) years, under the same pricing, terms and conditions, all in accordance with RFP # R23-41

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

**Amount to be authorized by Resolution:** Based upon actual services provided

**Are funds already budgeted?** No

**Specify Compliance with Procurement Procedures:**



Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-5933

**Agenda Date:** 11/22/2023

**Agenda #:** 3.

**Narrative of Resolution:**

**Allocate 2023-2024 State Aid to county youth programs. Youth Bureau receives funding from NYS Office of Children and Family Services for Youth Bureau Administration and Youth Development Programs.**

**Is subject of Resolution mandated? Explain: No, but a County resolution is required to receive State funds for youth programming and for Youth Bureau Administration.**

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

**Amount to be authorized by Resolution: \$151,866**

**Are funds already budgeted? Yes**

**Specify Compliance with Procurement Procedures:**

**Amount to be authorized by Resolution: \$151,866**

**Are funds already budgeted? Yes**

**If "Yes," specify appropriation code(s): A7310.47.4794;**

**If "No," specify proposed source of funds:**

**Estimated Cost Breakdown by Source**

**County: \$0.00**

**Grant(s): \$0.00**

**Other: \$0.00 State (YDP): \$72,983.00 State (YSE**

**YSEF-Infrastructure: \$10,344.00 Federal Gover**

**Person(s) responsible for monitoring contract (Title): Kristen A. Kitson,**

**Manager of Youth Services**

**INTRODUCED BY EXECUTIVE COMMITTEE TO APPROVE 2023 ALLOCATION OF STATE AID TO YOUTH DEVELOPMENT PROGRAMS FOR THE PERIOD OF October 1, 2023 THROUGH SEPTEMBER 30, 2024.**

**WHEREAS,** Sullivan County and its municipalities are eligible to receive local assistance funds for the year 2023-2024 for Youth Development projects; and

**WHEREAS,** the Sullivan County Youth Advisory Board recommends the allocation of Office of Children and Family Services State aid to the following projects, in amounts not to exceed those listed:

### **State Youth Development Program Funding**

Boys & Girls Club - Project Triple Club Liberty	\$7,500.00
Nesin Cultural Arts, Inc. El Sistema	\$1,500.00
Nesin Cultural Arts, Inc. - Musical Theatre	\$1,500.00
Nesin Cultural Arts, Inc. - Visual Arts	\$1,500.00
Town of Tusten - Youth Club	\$2,000.00
Town of Cohecton - Youth Recreation	\$7,500.00
Center for Discovery Integrated Arts Events, Etc.	\$2,500.00
Town of Rockland Rotary	\$7,500.00
Town of Mamakating - Youth Recreation	\$7,500.00
Town of Thompson - Youth Recreation	\$7,500.00
Town of Thompson - Monthly Events	\$1,000.00
Livingston Manor Free Library - Manor Ink	\$7,000.00
Homestead School - Excursions	\$1,536.00
Cornell Cooperative - 4H	\$2,500.00
Sullivan Public - Eldred After School Program	\$1,500.00
Town of Fallsburg - Youth Game Club	\$1,000.00
Town of Fallsburg - Youth Drama	\$1,000.00
County of Sullivan-Administrative Costs (15%)	<u>\$10,947.00</u>
	<b>\$72, 983.00</b>

### **Youth Sports & Education Opportunity Funding (YSEF)**

Town of Thompson - Sports	\$4,000.00
Nesin Cultural Arts, Inc. - Dance & Movement	\$4,381.00
Nesin Cultural Arts, Inc. - Body & Mind	\$4,000.00
Town of Fallsburg - Youth Basketball	\$4,000.00
Town of Fallsburg - Learn to Swim	\$4,000.00
Town of Fallsburg - Youth Yoga	\$4,000.00
County of Sullivan - Administrative Costs (10%)	<u>\$2,709.00</u>
	<b>\$27,090.00</b>

### **Youth Team Sports (YTS)**

Town of Fallsburg - Pop Warner Cheer	\$10, 950.00
Hudson Valley Youth Club - Soccer Training and Tournaments	\$26,354.00

County of Sullivan - Administrative Costs (10%) \$ 4,145.00

**\$41,449.00**

**YSEF - Infrastructure** (No administrative Costs Allowed)

Homestead School - Soccer Goal Equipment Upgrade \$3,341.00

Homestead School - Soccer Field Improvements \$7,003.00

**\$10,344.00**

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature, approve the allocation of Office of Children and Family Services State aid to the aforementioned list of youth development programs and projects; and

**BE IT FURTHER RESOLVED**, that the County Manager or their designee is hereby authorized to execute any and all necessary documentation, and applications with required assurances, and any amendments thereto, to accept the award should one be granted, 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 the above-mentioned allocations and contracts will be contingent upon the County's receiving continued State aid at anticipated funding levels.



Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-5937

**Agenda Date:** 11/22/2023

**Agenda #:** 4.

**Narrative of Resolution:**

To authorize contract with McFarland Johnson, Inc., for terminal revitalization

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

**Amount to be authorized by Resolution:** \$1,391,408.00

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE AWARD AND EXECUTION OF A CONTRACT WITH MCFARLAND JOHNSON, INC. THE CURRENT AIRPORT ENGINEERS FOR CONSTRUCTION OBSERVATION AND ADMINISTRATION SERVICES FOR TERMINAL REVITALIZATION PROJECT AT SULLIVAN COUNTY INTERNATIONAL AIRPORT**

**WHEREAS**, the County of Sullivan (the County), is the recipient of significant funding from the NYS Upstate Airport Economic Development and Revitalization Program; and

**WHEREAS**, this funding has been designated to revitalize the airport terminal building which requires professional construction observation and administration services during the construction phase; and

**WHEREAS**, the County requested a proposal from McFarland Johnson, Inc. 49 Court Street, Suite 240, Binghamton, NY 13901, the current airport engineering consultant, to provide said construction observation and administration services for this project; and

**WHEREAS**, the Division of Public Works and the Office of the County Attorney have reviewed said proposal and recommend award and execution of a contract.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature authorizes the County Manager to sign the necessary agreements, contracts, and documentation, in such form as the County Attorney shall approve, to retain the services of McFarland Johnson, Inc. in accordance with Task Order 4 Proposal Exhibits A and B, said response becoming exhibit to the contract.







Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-5939

**Agenda Date:** 11/22/2023

**Agenda #:** 5.

**Narrative of Resolution:**

Authorize contract for exterminating services with Pestech Pest Solutions

**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?** Yes

**Specify Compliance with Procurement Procedures:** Bid/ RFP & number: B-23-59

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE AWARD & EXECUTION OF A CONTRACT FOR EXTERMINATING SERVICES WITH PESTECH PEST SOLUTIONS**

**WHEREAS**, Bids (B-23-59) were received for Exterminating Services throughout the various County buildings; and

**WHEREAS**, Pestech Pest Solutions, 461 Harris Road, Ferndale, NY 12734 is the low bidder meeting specifications; and

**WHEREAS**, the Sullivan County Division of Public Works has reviewed the bids and recommends that an agreement be executed.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be and hereby is authorized to execute an agreement with Pestech Pest Solutions in accordance with the bid documents and as per the fee schedule as provided in the response to B-23-59. By mutual agreement of both parties, this contract may be extended for four (4) additional years on a yearly basis, under the same term and conditions. Said agreement be in such form as the County Attorney shall approve.



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-5941

**Agenda Date:** 11/22/2023

**Agenda #:** 6.

**Narrative of Resolution:**

Transfer Revolving Loan Funds to Sullivan County IDA

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

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

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

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO TRANSFER REVOLVING LOAN FUNDS TO SULLIVAN COUNTY INDUSTRIAL DEVELOPMENT AGENCY FOR ADMINISTRATION**

**WHEREAS**, the Commissioner of Planning & Community Development is charged with the loaning of, and the collection of, grant funds through the Rural Business and Economic Grant (RBEG), a USDA funded grant; and

**WHEREAS**, the Commissioner of Planning & Community Development is charged with the loaning of, and the collection of, grant funds through the Main Street Micro Enterprise Grant, a HUD funded grant; and

**WHEREAS**, the Commissioner of Planning & Community Development is charged with the loaning of, and the collection of, grant funds through the Sullivan County Economic Development Revolving Loan Fund (SCEDRLF) a HUD funded grant; and

**WHEREAS**, many of the current County Revolving Loan Fund loan recipients are also recipients of reciprocal IDA loans; and

**WHEREAS**, Sullivan County Industrial Development Agency (IDA) has established infrastructure, standards and protocol for the distribution of grant funds to the community; and

**WHEREAS**, the Commissioner of Planning & Community Development, after consultation with the County Manager and legal counsel, believes that the IDA is in the best position to most efficiently loan and distribute the revolving loan funds to those in need within the Sullivan County community; and

**WHEREAS**, the County Manager has participated in these discussions and likewise concurs that the IDA is currently better situated to most effectively administer these loans and get loans out into the Community to spur Economic Development, which is the original purpose of the Revolving Loan Fund.

**NOW, THEREFORE, BE IT RESOLVED**, that the RBEG fund balance and existing loans be transferred to the IDA for distribution and collection; and

**BE IT FURTHER RESOLVED**, that the Main Street Micro Enterprise fund balance and existing loans be transferred to the IDA for distribution and collection; and

**BE IT FURTHER RESOLVED**, that the SCEDRLF fund balance and existing loans be transferred to the IDA for distribution and collection; and

**BE IT FURTHER RESOLVED**, that the County Manager is authorized to execute all documents necessary to effectuate a smooth transition of the administration of the aforementioned loans to the IDA, in such form to be approved by the County Attorney.



Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-5942

**Agenda Date:** 11/22/2023

**Agenda #:** 7.

**Narrative of Resolution:**

Authorize the Appointment of a Fair Housing Officer for the County of Sullivan

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

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

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

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE APPOINTMENT OF A FAIR HOUSING OFFICER FOR THE COUNTY OF SULLIVAN**

**WHEREAS**, the County of Sullivan adopted a Fair Housing Plan (“Plan”) by Resolution 107-81; and

**WHEREAS**, the Sullivan County Department of Planning is responsible for the administration of the Plan; and

**WHEREAS**, the Plan calls for a Fair Housing Officer of the Department of Planning to be designated by the County to oversee fair housing efforts; and

**WHEREAS**, the County Manager has determined that it is appropriate to designate the role of Fair Housing Officer as a responsibility of the Commissioner of Planning, Community Development & Environmental Management (“Planning Commissioner”); and

**WHEREAS**, the Planning Commissioner will assign staff within their division and coordinate with County, local, state and federal agencies as necessary to fulfill the responsibilities of this role.

**NOW, THEREFORE, BE IT RESOLVED**, the Sullivan County Legislature hereby authorizes the County Manager to designate the role of Fair Housing Officer as a responsibility of the Commissioner of Planning, Community Development & Environmental Management.



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-5943

**Agenda Date:** 11/22/2023

**Agenda #:** 8.

**Narrative of Resolution:**

There is a need to modify the Action Toward Independence funding and authorize a contract modification.

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

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

**Are funds already budgeted?** Yes

**Specify Compliance with Procurement Procedures:**

N/A

**WHEREAS**, Resolution No. 114-22 and amended through Resolution No. 15-23 by the Sullivan County Legislature, for the County to execute agreements between the County of Sullivan and County-oriented entities with achieving such goals as public safety, public health, youth services, community development, and economic development utilizing the Legislative Discretionary Funding program; and

**WHEREAS**, this resolution is to modify the contract to reflect “direct funding of \$2,622 to Action Toward Independence for administrative costs of the 2022 program”.

**NOW, THEREFORE, BE IT RESOLVED**, the Sullivan County Legislature does hereby authorize the contract modification between the County of Sullivan and Action Toward Independence to reflect direct funding of \$2,622 to Action Toward Independence for administrative costs of the 2022 program; and

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



Sullivan County  
Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-5944

**Agenda Date:** 11/22/2023

**Agenda #:** 9.

**Narrative of Resolution:**

Ratifying a MOA with Sullivan County Patrolmen’s Benevolent Association

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

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

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

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE RATIFYING A MEMORANDUM OF AGREEMENT BETWEEN THE COUNTY OF SULLIVAN, SULLIVAN COUNTY SHERIFF, AND THE SULLIVAN COUNTY PATROLMEN’S BENEVOLENT ASSOCIATION**

**WHEREAS**, the County of Sullivan (“County”) and the Sullivan County Sheriff (“Sheriff”) have negotiated a Collective Bargaining Agreement (“CBA”) with the Sullivan County Patrolmen’s Benevolent Association (“PBA”) for a term ending on December 31, 2025; and

**WHEREAS**, there is a need to clarify the salary calculation for employees who are promoted or demoted; and

**WHEREAS**, negotiations conducted pursuant to the provisions of Article 14 of the New York State Civil Service Law have resulted in a mutually agreed upon manner in which to calculate salaries for employees who were promoted or demoted as defined in the Memorandum of Understanding included as Attachment “A”.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is hereby authorized to execute the aforementioned Memorandum of Understanding which shall be attached to the current CBA between the County, Sheriff, and PBA, and be in such form as the County Attorney shall approve.

**MEMORANDUM OF AGREEMENT**

***By and Between the***

***County of Sullivan***

***And the***

***County of Sullivan Sheriff's Office  
(hereinafter collectively referred to as "County")***

***And the***

***Sullivan County Patrolmen's Benevolent Association  
(hereinafter referred to as "Union")***

**WHEREAS**, the County, and the Union are parties to a Collective Bargaining Agreement covering the period January 1, 2021 through December 31, 2025; and

**WHEREAS**, the aforementioned collective bargaining agreement enumerates the salary an employee covered by the collective bargaining agreement shall receive upon promotion to a higher title covered by the collective bargaining agreement; and

**WHEREAS**, that provision (Section 305) requires modification to assist with promoting well-qualified individuals within the Sheriff's Office; and

**WHEREAS**, the parties, having come to agreement on the topics discussed above, wish to reduce that agreement to writing,

**NOW, THEREFORE**, it is agreed as follows:

1. All terms and conditions of the existing Collective Bargaining Agreement shall continue in full force and effect unless specifically modified by this Memorandum of Agreement.
2. Section 305 of the collective bargaining agreement shall be amended to read as follows:
  - a. Upon promotion, an employee shall be placed in the same step of the promotional title as they possess in the title they are being promoted from at the time of their



promotion, unless subsection b of this section applies. Employees covered by this provision shall then progress through the step schedule of the promotional title as normal.

b. Notwithstanding subsection a of this section, any employee who was at Year 8 or higher in the salary schedule prior to Jan. 1, 2023, shall receive an increase to their salary equal to the differential they received as of that date each time they are promoted to a higher title enumerated in Attachment A within this collective bargaining agreement. Should an employee whom this provision applies be demoted to a lower title as enumerated in Attachment A of this collective bargaining agreement, said differential will not be removed from their salary upon said demotion.

3. By affixing their signatures to this Agreement, the undersigned represent and affirm that they do so by means of ratification vote by the membership of the entity on behalf of which they sign and that they sign with full authority of the entity on behalf of which they sign.

**IN WITNESS WHEREOF**, the parties hereto have duly executed this Agreement on the \_\_\_\_\_ day of November, 2023.

**COUNTY OF SULLIVAN:**

By: \_\_\_\_\_  
Joshua Potosek  
County Manager

By: \_\_\_\_\_  
Michael Schiff  
Sheriff

**THE UNION:**

By: \_\_\_\_\_  
Jack Harb  
President

By: \_\_\_\_\_  
James Tuttle, Esq.  
Counsel