



Sullivan County County Legislature

100 North Street
Monticello, NY 12701

Meeting Agenda - Final - Revised

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

Thursday, September 19, 2024

10:30 AM

Government Center

Full Board Meeting

Call to Order and Pledge of Allegiance

Roll Call of Legislators

Communications

Public Comment

Resolutions

1. Approve the amendments to Sections 600 and 605 of the Sullivan County 911 Standard Operating Guidelines [ID-6427](#)
Attachments: [ALS_edit_Aug2024](#)
[AMA_edit_Aug2024](#)
2. To enter into a contract with BRIMS, LLC dba Beacon Solutions Group for Community Services for comprehensive billing services. [ID-6646](#)
3. Amend Resolution No. 463-19 regarding autopsies [ID-6710](#)
4. Amend Resolution #376-23 regarding rates of pay for removal services [ID-6711](#)
5. Amend Resolution No. 290-18 regarding Coroner's Pay [ID-6712](#)
6. Authorize contract with SCVA to conduct a market and feasibility study pertaining to the viability of a Conference Center in Sullivan County. [ID-6713](#)

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7. TO AUTHORIZE A MODIFICATION OF RESOLUTION NUMBER 293-24 ADOPTED ON JUNE 20, 2024. [ID-6716](#)
- Sponsors:** Office for the Aging and Deoul
8. Authorize an agreement with DCJS for the ATI Program [ID-6718](#)
9. To approve the 2025 STOP DWI Plan and authorize the County Manager to sign any and all agreements necessary for the plan. [ID-6722](#)
- Attachments:** [STOP DWI PLAN 2025](#)
10. Resolution introduced by the Public Works Committee to schedule a public hearing for the lease of Hangar 4 - Bay 7 at the Sullivan County International Airport (SCIA) to Edward Herling. [ID-6727](#)
11. To modify Resolution 475-23, with EMCOR Services Betlem for HVAC Preventative Maintenance in GC, GC Annex, Courthouse, and GOB, to correct the contract start date from January 1, 2024 to April 1, 2024. [ID-6729](#)
12. Resolution to authorize The County Manager to execute a Modification Agreement for the Guide Rail Replacements on Various Co. Rds. Contract [ID-6730](#)
13. Resolution to authorize the County Manager to execute a perpetual agreement with New York State Department of Agriculture and Markets, Bureau of Weights and Measures for petroleum quality sampling at retail fuel outlets within Sullivan County. [ID-6731](#)
14. The Department of Community Services received State Aid Funding for the Sullivan County Jail to provide treatment and services to inmates for Medications for Opioid Use Disorder/Medication Assisted Treatment (MOUD/MAT). [ID-6736](#)
15. TO MODIFY THE CONTRACT BETWEEN LEXINGTON CENTER FOR RECOVERY, INC. AND THE DEPARTMENT OF COMMUNITY SERVICES. [ID-6737](#)
16. To seek \$100,000 in funding from Friends of the Upper Delaware to offset local costs for construction of the Neversink Crossing project in the Town of Fallsburg. [ID-6740](#)
- There will be a presentation from Friends of the Upper Delaware to present the Neversink Watershed Management Plan.
17. Assign a one time stipend to the District Attorney's Office Employees [ID-6741](#)
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18. To authorize the application for grant submission of a 2025-2028 AmeriCorps Seniors Retired Senior Volunteer (RSVP) grant application and to accept an award of funds if granted. [ID-6742](#)
- Sponsors:** Office for the Aging and Deoul
19. To authorize contract with Deckard Technologies, Inc. [ID-6745](#)
20. To authorize the expenditure of opioid settlement funds in support of the Sullivan County Drug Task Force [ID-6746](#)
21. To accept a donation of Walmart gift cards [ID-6748](#)
22. To distribute New York State Division of Criminal Justice Services funding to the Sullivan Legal Aid Panel, Inc. and Sullivan County Conflict Legal Aid, Inc. [ID-6749](#)
23. To authorize payments associated with programs implemented under the second Statewide Expansion of Hurrell-Harring Settlement agreement reforms (Contract number CSTWIDE245). [ID-6750](#)
24. Re-convey properties to the former owners [ID-6752](#)
- Attachments:** [2024 Repurch 2.pdf](#)
25. To execute agreements for Residential Respite Preventive Services [ID-6754](#)
26. Create a new Assigned Fund Balance with the General Fund for Probation Pre-Trial Release Enhancement Awarded Funds [ID-6755](#)
27. Resolution to authorize the County Manager to execute a contract change order with Holt Construction Corporation for Airport Terminal Project in the amount of \$381,197.80, due to rock excavation expenses [ID-6757](#)
28. TO AUTHORIZE ENTERING INTO A NONDISCLOSURE AGREEMENT ON BEHALF OF THE DIVISION OF INFORMATION TECHNOLOGY SERVICES [ID-6758](#)
29. To authorize payments one month in advance to a provider for a warming center [ID-6759](#)
30. To execute an agreement between the Department of Social Services and the Department of Public Health for Home Visiting Program Preventive Services [ID-6760](#)
31. To abolish the Fiscal Administrative Officer (FAO) position in the Department of Community Services. [ID-6762](#)
32. Authorize a rate increase and final payment for Matrixcare [ID-6764](#)
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33. Apportion the Mortgage Tax [ID-6768](#)
Attachments: [2Q24 AU202 1ST PAGE](#)
[2Q24 AU202 2ND PAGE](#)
34. Advocating for increased wages and policy reforms to support Direct Care and Home Care Professionals in New York State. [ID-6769](#)
35. To Modify the 2024 Budget [ID-6771](#)
Attachments: [August 31 2024 Resolution Needed](#)
36. Urge Governor Hochul to sign the Grieving Families Act into Law [ID-6779](#)
37. To Reappoint Two Members to the Sullivan County Department of Public Health Professional Advisory Board [ID-6690](#)
38. Apportion the 2025 County Self-Insurance Plan [ID-6734](#)
Attachments: [Appendix I - Apportionment 2025](#)
39. To Reappoint Gerald J. Skoda, to the Health Services Advisory Board for the Department of Public Health [ID-6735](#)
40. Authorize County Manager on behalf of the Board of Elections to enter into a contract for the "Election Infrastructure Grant" [ID-6763](#)
41. To modify Resolution No. 440-23 [ID-6766](#)
Attachments: [2024-09 ATT Res 440-23 Warming Center](#)
42. To Appoint Leroy Cordero Floyd III, MD, MBA, CPE, FACP, FHM to the Health Services Advisory Board for the Department of Public Health [ID-6767](#)
43. 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-6770](#)
44. To amend Resolution No. 223-24. [ID-6772](#)
45. Amend Resolution No. 376-22 [ID-6774](#)
46. Modify Resolution No. 386-23 [ID-6775](#)
47. To accept/reject bids from the September 2024 Real Property Auction [ID-6776](#)
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48. Adopt an Updated Guide for Reimbursement of Employees' Travel Expenses Policy [ID-6781](#)
Attachments: [Travel Policy effective 090124 final](#)
[Travel Policy effective 090124 with mark up](#)
49. Adopt a Proposed Local Law to Amend the Sullivan County Administrative Code regarding Investigation of Alleged Ethics Violations and Advisory Opinions [ID-6782](#)
Attachments: [A8A-4 Revised 8-19-24 - numbered lines](#)
50. To Amend 301-24 regarding Promised Tuition Free Scholarship Program [ID-6783](#)
51. Set a public hearing for a local law designating affordable housing [ID-6780](#)

Recognition of Legislators**Announcements from Chair****Adjournment or Close**



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6427

Agenda Date: 9/19/2024

Agenda #: 1.

Narrative of Resolution:

Approve the amendments to Sections 600 and 605 of the Sullivan County 911 Standard Operating Guidelines

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

Amount to be authorized by Resolution: N/A

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY PUBLIC SAFETY AND LAW ENFORCEMENT COMMITTEE TO APPROVE THE AMENDMENTS TO SECTIONS 600 AND 605 OF THE SULLIVAN COUNTY 911 STANDARD OPERATING GUIDELINES

WHEREAS, the Sullivan County 911 Center wishes to update sections 600 & 605 of their standard operating guidelines pertaining to EMS dispatch to plan for additional County EMS resources in the EMS system, and

WHEREAS, it is the goal of Sullivan County 911 to dispatch the closest available and appropriate ALS units to an emergency call based on each unit’s location to the incident, and

WHEREAS, automatic vehicle locators (AVL) systems have become the industry standard for vehicle location identification, and

WHEREAS, Sullivan County already utilizes an AVL system,

NOW, THEREFORE, BE IT RESOLVED that the Sullivan County Legislature hereby approves the amendments to Sections 600 & 605 of the Sullivan County 911 Standard Operating Guidelines,



SULLIVAN COUNTY 911 COMMUNICATIONS

Subject: EMS Dispatch Guidelines

Section: 600

Created: 02/01/2010

Revised:

POLICY: Any emergency call received by this 911 Center, requiring an ambulance response, will be dispatched promptly and in accordance with the procedures outlined below. These guidelines are provided to ensure that there is consistency in the overall EMS dispatch methods. However because of the wide-ranging operational needs of the ambulance agencies serviced, specific department variations will be listed on the EMS automatic response sheet.

PROCEDURE:

1. All calls requiring an EMS response are to be handled through the guidelines of APCO EMD Protocol.
2. Upon dispatch of any emergency call the dispatcher will check the automatic response sheet and CAD alerts for any special procedures in effect for the department and proceed accordingly.
3. Address and location information should be verified as to proper ambulance district, cross streets, and township. Exact and detailed information could be crucial in any given incident.
4. Utilizing the DISPATCH screen, the primary ambulance squad of jurisdiction will be dispatched including any simultaneous dispatch agencies. (ALS, AMA, etc.)
5. Radio dispatches should be brief & clear and include:
 - a. Call sign "Sullivan Dispatch"
 - b. Name of squad
 - c. Nature of the incident
 - d. Basic location information with cross streets and common name, if available
 - e. Response determinant (BLS, ALS, ALS Priority)
 - f. Time
6. The SQUAD will be dispatched within the CAD system as soon as possible to trigger a text page for said agency.
7. At the conclusion of the incident, units may call for their incident times including: Dispatch, Responding, At Scene, Leave Scene, At Hospital, Leaving Hospital, Back in Service.
8. **PAGING SEQUENCE:**
 - a. Continue to page the home squad for a minimum of 2 pages in 3 minutes until they have a full crew.
 - b. The dispatcher should indicate crew status and need for a crew on each page. Once a crew is formed, a tone for full crew should be done.
 - c. A crew is considered to be (2) responders (Driver capable member & EMT) although some squads may respond with additional crew members also.
9. **MEMBER CALL IN:**

Squad members should call into the 911 Center to indicate their response utilizing their Squad ID number, and whether they are responding to the scene or to base. Avoid all members from responding directly to the scene, someone needs to get the ambulance. Do not allow responders to tie you up on the phone for details. The first responder to base should call for further incident details if necessary. Squad members are not to call for information as a result of a page unless they are responding for that call.



SULLIVAN COUNTY 911 COMMUNICATIONS

10. ADVANCED LIFE SUPPORT:

- a. A Paramedic ALS unit is to be simultaneously dispatched with the primary ambulance squad for all ALS and ALS Priority coded calls. Dispatchers are to utilize the nearest available ALS unit.
- b. In the event that an AEMT level unit responds to a call, a Paramedic ALS unit (Level 4) will be simultaneously dispatched.
- c. Availability and location of ALS units is determined by ~~each service's ability to provide updates to the 911 Center. Updates are required minimally at the start of each shift and throughout the day when units change location or status. Each ALS unit shall provide their location and highest available level of care~~ the units automated vehicle locators (AVL) which is required to be provided to the 911 Center. The 911 Center has the authority to request compliance from any service concerning their location at any given time.
- d. If an ALS unit updates their location immediately following a dispatch and another ALS unit has already been dispatched, the already dispatched unit should remain on the call providing the units are equidistant. The closest ALS unit will always be utilized in the best interest of patient care.

11. MUTUAL AID:

If an ambulance squad does not form a crew within 5 minutes from initial activation, in the event of an BLS level call, EMS Dispatch will dispatch the next closest appropriate unit. In the event of an ALS or ALS Priority level call, the call may be turned over to the responding ALS unit or in cases of a lengthy ALS response the next closest appropriate ambulance will be dispatched. A member of the squad of jurisdiction may at the time of a call request alternate mutual aid provided it follows Sullivan County's policy of closest unit. EMS Dispatch should not be asked to tone for additional manpower once mutual aid activation has been initiated since the preceded tones had obviously not yielded the necessary response. This will not prohibit an already formed crew from requesting additional pages for manpower, lifting assistance, etc.

Mutual Aid can be cancelled only when one of the following occurs:

1. A request to cancel the ambulance is received from an EMS first responder at the scene,
2. The squad of jurisdiction forms a crew and responds,
3. It is determined that a patient is no longer at the scene.

If a Squad fails to respond an ambulance to any call, EMS Dispatch will place the Squad on Automatic Mutual Aid (AMA) status for all additional calls. Under AMA status the squad of jurisdiction will receive (2) dispatches in 3 minutes and the closest appropriate mutual aid squad, ~~in addition to a County EMS first-response unit when available and response would expedite care,~~ will be dispatched simultaneously. The Squad will remain on AMA status until such time as the Captain requests return to regular service or the Squad answers a subsequent call within 5 minutes of initial activation. A squad Captain may request his/her squad be placed on AMA status at any time.

The exceptions to being placed on AMA status include:

1. A squad being sent mutual-aid to another squad (outside their jurisdiction) and unable to form a crew.
2. A full crew voluntarily turns the call over to another agency so they may remain in service.
3. A squad is unable to crew for a 2nd (simultaneous) call in their district.

In these instances AMA status will not be activated.

To assure that Squad members know that AMA status has been enacted, a list of Squads on AMA will also be included with the daily EMS announcements.



SULLIVAN COUNTY 911 COMMUNICATIONS

Subject: Mutual Aid & Automatic Mutual Aid Procedure

Policy: 605

Created: 02/01/2010

Revised:

POLICY: It is this department's policy to promptly dispatch EMS units to calls for assistance based on the criteria of notifying and sending the closest available, responsible unit(s). In the event that the EMS Squad of jurisdiction cannot form a crew within 3 minutes from the initial activation, the 911 dispatcher will activate the Automatic Mutual Aid (AMA) procedure as outlined

PROCEDURE: If an ambulance squad does not form a crew within 3 minutes from initial activation, in the event of a BLS level call, EMS Dispatch will dispatch the next closest appropriate unit. In the event of an ALS or ALS Priority level call, the call may be turned over to the responding ALS unit or in cases of a lengthy ALS response the next closest appropriate ambulance will be dispatched. A member of the squad of jurisdiction may at the time of a call request alternate mutual aid provided it follows Sullivan County's policy of closest unit. EMS Dispatch should not be asked to tone for additional manpower once mutual aid activation has been initiated since the preceded tones had obviously not yielded the necessary response. This will not prohibit an already formed crew from requesting additional pages for manpower, lifting assistance, etc.

Mutual Aid can be cancelled only when one of the following occurs:

1. A request to cancel the ambulance is received from an EMS first responder at the scene,
2. The squad of jurisdiction forms a crew and responds,
3. It is determined that a patient is no longer at the scene.

If a Squad fails to respond an ambulance to any call, EMS Dispatch will place the Squad on Automatic Mutual Aid (AMA) status for all additional calls. Under AMA status the squad of jurisdiction will receive (2) dispatches and the closest appropriate mutual aid squad will be dispatched simultaneously, **in addition to a COUNTY EMS first-response unit when available and response would expedite patient care.** The Squad will remain on AMA status until such time as the Captain requests return to regular service or the Squad answers a subsequent call within 5 minutes of initial activation. A squad Captain may request his/her squad be placed on AMA status at any time.

The exceptions to being placed on AMA status include:

4. A squad being sent mutual-aid to another squad (outside their jurisdiction) and unable to form a crew.
5. A full crew voluntarily turns the call over to another agency so they may remain in service.
6. A squad is unable to crew for a 2nd (simultaneous) call in their district.

In these instances AMA status will not be activated.

To assure that Squad members know that AMA status has been enacted, a list of Squads on AMA will also be included with the daily EMS announcements.

When a call has been mutual aided, there is no restriction on the agency of jurisdiction from responding if they are able to raise a crew before another agency arrives at the scene. The objective of this plan is to avoid paging squads that may have a temporary unavailability to form a crew, and expedite the activation of mutual aid resulting in less delay to the patient. Crews who sign en-route before a mutual aid Squad should request cancellation of the mutual aid Corps, unless the other Corps will be needed for the call (ie: ALS, multiple patients, etc.).



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6646

Agenda Date: 9/19/2024

Agenda #: 2.

Narrative of Resolution:

To enter into a contract with BRIMS, LLC dba Beacon Solutions Group for Community Services for comprehensive billing services.

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

Amount to be authorized by Resolution: \$106,598.76 (Year 1)

Are funds already budgeted? Yes This will be offset by position savings (separate Reso in Human Resources Committee).

Specify Compliance with Procurement Procedures:

RFP# R-24-26

RESOLUTION INTRODUCED BY THE MANAGEMENT & BUDGET COMMITTEE TO ENTER INTO AN AGREEMENT BETWEEN BRIMS, LLC dba BEAON SOLUTIONS GROUP AND THE DEPARTMENT OF COMMUNITY SERVICES.

WHEREAS, Sullivan County put forth a Request for Proposal for comprehensive billing services (“RFP No. R-24-26”) for the Department of Community Services; and

WHEREAS, the Department of Community Services would like to enter into an agreement with BRIMS, LLC. dba Beacon Solutions Group to perform third party and Self Pay billing related functions for the mental health services rendered by the Sullivan County Department of Community Services; and

WHEREAS, BRIMS, LLC. dba Beacon Solutions Group, 171 Sully’s Trail, Pittsford, New York 14534 is one of the best fitting proposals from RFP: #R-24-26; and

NOW, THEREFORE, BE IT RESOLVED, the County Manager is hereby authorized to execute a contract for one (1) year, October 1, 2024-September 30, 2025 with BRIMS, LLC. dba Beacon Solutions Group in an amount not to exceed the following:

Monthly fee (months 1-6) is \$12,133.13

Projected Fee (months 7-12) fee is \$5,633.33 and an option of four (4) additional yearly extensions

BE IT FURTHER RESOLVED, that said contract to be such form as the County Attorney’s office shall approve.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6710

Agenda Date: 9/19/2024

Agenda #: 3.

Narrative of Resolution:

Amend Resolution No. 463-19 regarding autopsies

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:

**RESOLUTION INTRODUCED BY PUBLIC SAFETY AND LAW ENFORCEMENT COMMITTEE
TO AMEND RESOLUTION NO. 463-19**

WHEREAS, Legislative Resolution No. 463-19 amended the rates of pay for pathological services as follows:

1. \$1,300 per non-forensic autopsy performed.
2. \$1,500 per forensic/homicide autopsy performed
3. \$800 per examination of a body without performance of an autopsy (external).
4. \$200 per day or portion thereof, required for testimony in any court or proceeding related to services performed as a pathologist.

WHEREAS, the Sullivan County Coroner’s Office has recommended that there be an increase to the current rate of pay for non-forensic autopsies performed from \$1,300 to \$1,400 per autopsy and increase the forensic/homicide rate from \$1,500 to \$1,600 with all other rates of pay will remaining the same.

NOW, THEREFORE BE IT RESOLVED, that the Sullivan County Legislature hereby sets the rate of pay to \$1,400 per non-forensic autopsy and \$1,600 per forensic/homicide, effective January 1, 2025.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6711

Agenda Date: 9/19/2024

Agenda #: 4.

Narrative of Resolution:

Amend Resolution #376-23 regarding rates of pay for removal services

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

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

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

**RESOLUTION INTRODUCED BY PUBLIC SAFETY AND LAW ENFORCEMENT COMMITTEE
TO AMEND RESOLUTION NO. 376-23**

WHEREAS, Legislative Resolution No. 376-23 amended the rates of pay for removal services required by the Coroner’s Office, and

WHEREAS, when the service for removal of a deceased person is performed by a Funeral Director with funeral homes in Sullivan County, the rate for such service, per removal is \$275.00 within Sullivan County, \$250.00 within Kingston, NY, and \$350.00 within Albany, NY; and

WHEREAS, the Coroner’s Office recommends an increase in the fee for removal of deceased persons within Sullivan County from \$275.00 to \$350.00, within Kingston, NY from \$250.00 to \$400.00, and within Albany, NY from \$350.00 to \$500.00.

NOW, THEREFORE BE IT RESOLVED, that the Sullivan County Legislature hereby amends Resolution No. 376-23 to reflect the increase for Sullivan County removals to \$350.00, within Kingston, NY to \$400 and within Albany, NY to \$500.00 effective January 1, 2025.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6712

Agenda Date: 9/19/2024

Agenda #: 5.

Narrative of Resolution:

Amend Resolution No. 290-18 regarding Coroner’s Pay

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:

RESOLUTION INTRODUCED BY PUBLIC SAFETY AND LAW ENFORCEMENT COMMITTEE TO AMEND RESOLUTION NO. 290-18

WHEREAS, resolution 290-18 amended the compensation rate of the Sullivan County Coroners to \$125.00 per day.

WHEREAS, the Sullivan County Coroner’s Office has requested an increase in the compensation from \$125.00 to \$150.00 per day,

WHEREAS, it is the intention of the Sullivan County Legislature to increase the compensation of the Sullivan County Coroners to \$150.00 per day effective January 1, 2025.

NOW THEREFORE BE IT RESOLVED, the Sullivan County Legislature hereby authorizes the compensation of the Sullivan County Coroners shall be fixed at a rate of \$150.00 per day or portion thereof that a County Coroner is called and required to perform their duties.

BE IT FURTHER RESOLVED, that the Sullivan County Legislature hereby sets the rate of pay to \$150.00 per day for the Sullivan County Coroners effective January 1, 2025.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6713

Agenda Date: 9/19/2024

Agenda #: 6.

Narrative of Resolution:

Authorize contract with SCVA to conduct a market and feasibility study pertaining to the viability of a Conference Center in Sullivan County.

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

Amount to be authorized by Resolution: \$100,000 funded as outlined below

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE ECONOMIC DEVELOPMENT COMMITTEE AUTHORIZING A MEMORANDUM OF AGREEMENT WITH THE SULLIVAN CATSKILLS VISITORS ASSOCIATION FOR PURPOSES CONDUCTING A MARKET AND FEASIBILITY STUDY PERTAINING TO THE VIABILITY OF A CONFERENCE CENTER IN SULLIVAN COUNTY

WHEREAS, numerous organizations throughout Sullivan County sponsor and operate tourism-related events in the County; and

WHEREAS, these events annually draw hundreds of thousands of visitors and generate millions of dollars in revenue for local businesses and governments; and

WHEREAS, the Legislature desires to increase the amount of visitors to Sullivan County by possibly constructing a Conference Center in Sullivan County; and

WHEREAS, the Sullivan Catskills Visitors Association (“SCVA”) issued a Request for Proposal for a market and feasibility study to the viability of a Conference Center in Sullivan County; and

WHEREAS, the Legislature has determined the SCVA is able and willing to manage the market and feasibility study as part of its tourism marketing and promotion efforts;

WHEREAS, SCVA will be procuring that service with Johnson Consulting, Inc. to provide the market and feasibility study for this specific purpose; and

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is hereby authorized to execute a Memorandum of Agreement with the Sullivan Catskills Visitors Association, for a total not to exceed \$100,000 for the purpose of contracting with Johnson Consulting, Inc. to conduct a market and feasibility study to the viability of a Conference Center in Sullivan County for purposes of hosting tourism events in Sullivan County; and

BE IT FURTHER RESOLVED, that \$100,000 for this program will be appropriated from the Room Tax - Tourism Restricted Fund Balance; and

BE IT FURTHER RESOLVED, the agreement will run from October 1, 2024 through September 30, 2025 said

agreement to be in such form as the County Attorney shall approve.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6716

Agenda Date: 9/19/2024

Agenda #: 7.

Narrative of Resolution:

RESOLUTION INTRODUCED BY THE PLANNING AND COMMUNITY RESOURCES COMMITTEE TO AUTHORIZE A MODIFICATION OF RESOLUTION NUMBER 293-24 ADOPTED ON JUNE 20, 2024.

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 PLANNING AND COMMUNITY RESOURCES COMMITTEE TO AUTHORIZE A MODIFICATION OF RESOLUTION NUMBER 293-24 ADOPTED ON JUNE 20, 2024.

WHEREAS, Resolution #293-24 was approved by the Sullivan County Legislature on 06/20/2024, for the County of Sullivan to allocate County funds to eligible community entities for youth programing; and

NOW, THEREFORE, BE IT RESOLVED, that Livingston Manor Roscoe-Cal Ripken, should be named Sullivan County Youth Baseball & Softball, Inc.

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-6718

Agenda Date: 9/19/2024

Agenda #: 8.

Narrative of Resolution:

Authorize an agreement with DCJS for the ATI Program

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

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

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE PUBLIC SAFETY AND LAW ENFORCEMENT COMMITTEE TO AUTHORIZE AN AGREEMENT WITH DCJS FOR THE ATI PROGRAM

WHEREAS, the Sullivan County Probation Department operates an Alternatives to Incarceration Program (ATI program) which includes Community Service and Pre-Trial Release components; and

WHEREAS, the ATI program is an important tool which is utilized by the Sullivan County District Attorney’s Office in appropriate criminal prosecutions; and

WHEREAS, the ATI program creates substantial savings for the Sullivan County Sheriff’s Office, particularly for the Sullivan County Jail, and

WHEREAS, the New York State Division of Criminal Justice Services (DCJS) is prepared to provide \$28,510.00 in funding for the ATI program for the programmatic term of July 1, 2024, through June 30, 2025, and

WHEREAS, in order to access the funding, the County must enter into an agreement with DCJS.

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 to enter into the agreement with DCJS to acquire the funding and to execute all other documents necessary to comply with funding source requirements, said document(s) to be in a form approved by the County Attorney’s Office.

BE IT FURTHER RESOLVED, that should the ATI program 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-6722

Agenda Date: 9/19/2024

Agenda #: 9.

Narrative of Resolution:

To approve the 2025 STOP DWI Plan and authorize the County Manager to sign any and all agreements necessary for the plan.

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

Amount to be authorized by Resolution: \$56,300.00 this amount could vary depending on the revenue the County brings in from fine monies.

Are funds already budgeted? No

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE PUBLIC SAFETY COMMITTEE TO APPROVE THE 2025 STOP DWI PLAN

WHEREAS, the 2025 STOP DWI Plan has been prepared and requires the signature of the County Manager prior to being approved by the New York State Department of Motor Vehicles, Governor’s Traffic Safety Committee, and

WHEREAS, the 2025 STOP DWI Budget is \$190,300.00, and

WHEREAS, a copy of the 2025 STOP DWI PLAN is on file in the County Manager’s Office.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is authorized to sign any and all agreements with the State of New York and all appropriate agencies to affect the 2025 STOP DWI Plan, said agreements to be in such form as the County Attorney shall approve.

Plan Overview

Component Totals

Component	Grand Total
Law Enforcement	\$48,000.00
Court Related/Prosecution	\$51,000.00
Probation	\$41,000.00
Rehabilitation	\$18,000.00
Public Information/Education	\$5,000.00
Administration	\$27,300.00

Total STOP-DWI Budget: \$190,300.00

Estimated fine revenue for 2025: \$125,000.00

Other source(s) of revenue: \$65,300.00

Total Estimated Revenues: \$190,300.00

Rollover/Funds balance: \$0.00

(Not planning to use rollover)

Other source(s) of revenue:

VIP 9,000

County Share 56,300

Additional Comments:

You have reported no additional comments.

Law Enforcement Component Summary

Personal Services

Funded Positions

Title	Agency	Funding Type	Total
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Total Funded Positions: \$0.00

Law Enforcement Component Activity (Overtime/Equipment) Budget

Jurisdiction	Agency	DWI Patrol/Overtime	OTPS/Equipment
County	Sheriff's Office	\$10,000.00	\$600.00
Village	Monticello PD	\$10,000.00	\$600.00
Village	Woodridge PD	\$5,000.00	\$600.00
Town	Liberty PD	\$10,000.00	\$600.00
Town	Fallsburg PD	\$10,000.00	\$600.00

Overtime: \$45,000.00

Equipment: \$3,000.00

Overtime funding: \$45,000.00

Fringes: \$0.00

Total Personal Services: \$45,000.00

Other Than Personal Services

Vehicle Description	Agency	Vehicle Funding
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Vehicle Total: \$0.00

Vehicle Maintenance Description	Agency	Maintenance Funding
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Vehicle Maintenance Total: \$0.00

Equipment Description	Agency	Equipment Funding
PBT	Sheriffs Office	\$600.00
PBT	Woodridge PD	\$600.00
PBT	Liberty PD	\$600.00
PBT	Monticello PD	\$600.00
PBT	Fallsburg PD	\$600.00

Equipment Total: \$3,000.00

Supply Description	Supply Funding
--------------------	----------------

Supply Total: \$0.00

Training/Travel Description	Training/Travel Funding
-----------------------------	-------------------------

Training/Travel Total: \$0.00

Contractual Service Description	Contractual Service Funding
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Contractual Service Total: \$0.00

Other Item Description	Other Funding
------------------------	---------------

Other Item Total: \$0.00

Activities to be funded in this area

Funds will be used to purchase Alco Sensor FST breathalyzer units, as needed by departments. Also, to contract with law enforcement agencies in the county to perform STOP DWI Patrols.

Total Other Than Personal Services: \$3,000.00

Law Enforcement Component Grand Total: \$48,000.00

Court Related/Prosecution Component Summary

Personal Services

Funded Positions

Title	Agency	Funding Type	Total
Assistant District Attorney	District Attorneys Office	Partially	\$51,000.00

Total Funded Positions: \$51,000.00

Overtime funding: \$0.00

Fringes: \$0.00

Total Personal Services: \$51,000.00

Other Than Personal Services

Equipment Description	Equipment Funding
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Equipment Total: \$0.00

Supply Description	Supply Funding
--------------------	----------------

Supply Total: \$0.00

Training/Travel Description	Training/Travel Funding
-----------------------------	-------------------------

Training/Travel Total: \$0.00

Contractual Service Description	Contractual Service Funding
---------------------------------	-----------------------------

Contractual Service Total: \$0.00

Other Item Description	Other Funding
------------------------	---------------

Other Item Total: \$0.00

Court Fee Description	Court Fee Funding
-----------------------	-------------------

Court Fee Total: \$0.00

Activities to be funded in this area

Contract with the Sullivan County DA's Office to provide a portion of an Assistant District Attorney's salary to prosecute DWI/DWAI defendants.

Total Other Than Personal Services: \$0.00

Court Related/Prosecution Component Grand Total: \$51,000.00

Probation Component Summary

Personal Services

Funded Positions

Title	Agency	Funding Type	Total
Probation Officer	Probation	Partially	\$41,000.00

Total Funded Positions: \$41,000.00

Overtime funding: \$0.00

Fringes: \$0.00

Total Personal Services: \$41,000.00

Other Than Personal Services

Equipment Description	Equipment Funding
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Equipment Total: \$0.00

Supply Description	Supply Funding
--------------------	----------------

Supply Total: \$0.00

Training/Travel Description	Training/Travel Funding
-----------------------------	-------------------------

Training/Travel Total: \$0.00

Contractual Service Description	Contractual Service Funding
---------------------------------	-----------------------------

Contractual Service Total: \$0.00

Other Item Description	Other Funding
------------------------	---------------

Other Item Total: \$0.00

Victim Impact Panel Description	Victim Impact Panel Funding
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Victim Impact Panel Total: \$0.00

Activities to be funded in this area

Contract with Sullivan County Probation Department to reimburse a portion of a probation officers' salary and benefits for supervision of DWI/DWAI defendants who are sentenced to probation.

Total Other Than Personal Services: \$0.00

Probation Component Grand Total: \$41,000.00

Rehabilitation Component Summary

Personal Services

Funded Positions

Title	Agency	Funding Type	Total
Counselors	Catholic Charities	Partially	\$18,000.00

Total Funded Positions: \$18,000.00

Overtime funding: \$0.00

Fringes: \$0.00

Total Personal Services: \$18,000.00

Other Than Personal Services

Equipment Description	Equipment Funding
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Equipment Total: \$0.00

Supply Description	Supply Funding
--------------------	----------------

Supply Total: \$0.00

Training/Travel Description	Training/Travel Funding
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Training/Travel Total: \$0.00

Contractual Service Description	Contractual Service Funding
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Contractual Service Total: \$0.00

Other Item Description	Other Funding
------------------------	---------------

Other Item Total: \$0.00

Activities to be funded in this area

Contract with Catholic Charities for reimbursement of a portion of salary and benefits for social workers, counselors and alcohol counselors. Services will be utilized on a regular basis by DWI, DWAI and Drug defendants.

Total Other Than Personal Services: \$0.00

Rehabilitation Component Grand Total: \$18,000.00

Public Information/Education Component Summary

Personal Services

Funded Positions

Title	Agency	Funding Type	Total
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Total Funded Positions: \$0.00

Overtime funding: \$0.00

Fringes: \$0.00

Total Personal Services: \$0.00

Other Than Personal Services

Equipment Description	Equipment Funding
-----------------------	-------------------

Equipment Total: \$0.00

Supply Description	Supply Funding
--------------------	----------------

Supply Total: \$0.00

Training/Travel Description	Training/Travel Funding
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Training/Travel Total: \$0.00

Contractual Service Description	Contractual Service Funding
---------------------------------	-----------------------------

Contractual Service Total: \$0.00

Other Item Description	Other Funding
------------------------	---------------

Advertising	\$5,000.00
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Other Item Total: \$5,000.00

Activities to be funded in this area

Creating and promoting newspaper and radio ads to further the message of STOP DWI program in effort to make people think about the consequences of their actions. Advertising in local newspapers and radio stations.

Total Other Than Personal Services: \$5,000.00

Public Information/Education Component Grand Total: \$5,000.00

Administration Component Summary

Personal Services

Funded Positions

Title	Agency	Funding Type	Total
Coordinator	Sheriff's Office	Partially	\$10,000.00
Assistants	Sheriff's Office	Partially	\$10,000.00

Total Funded Positions: \$20,000.00

Overtime funding: \$0.00

Fringes: \$0.00

Total Personal Services: \$20,000.00

Other Than Personal Services

Equipment Description	Agency	Equipment Funding
		Equipment Total: \$0.00

Supply Description	Supply Funding
VIP Order Forms, Receipt Books	\$300.00

Supply Total: \$300.00

Training/Travel Description	Training/Travel Funding
STOP DWI Conference's	\$4,000.00

Training/Travel Total: \$4,000.00

Contractual Service Description	Contractual Service Funding
Contractual Service Total: \$0.00	

Other Item Description	Other Funding
Other Item Total: \$0.00	

Recognition Awards/Events Description	Recognition Funding
TOP COP Awards	\$3,000.00

Recognition Total: \$3,000.00

Activities to be funded in this area

Administration of the STOP DWI Plan, including preparation of quarterly reports, annual plan, processing of contracts and invoices with agencies providing services. Attendance and administration of Victim Impact Panels

Total Other Than Personal Services: \$7,300.00

Administration Component Grand Total: \$27,300.00



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6727

Agenda Date: 9/19/2024

Agenda #: 10.

Narrative of Resolution:

Resolution introduced by the Public Works Committee to schedule a public hearing for the lease of Hangar 4 - Bay 7 at the Sullivan County International Airport (SCIA) to Edward Herling.

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

Amount to be authorized by Resolution: N/A

Are funds already budgeted? N/A

Specify Compliance with Procurement Procedures:

N/A

RESOLUTION INTRODUCED BY PUBLIC WORKS COMMITTEE TO SET A PUBLIC HEARING FOR LEASE OF PROPERTY AT THE SULLIVAN COUNTY INTERNATIONAL AIRPORT (SCIA)

WHEREAS, there has been introduced and presented at a meeting of the Sullivan County Legislature held on September 19, 2024 the proposed lease of property at the Sullivan County International Airport. The proposed lease consists of one T-hangar bay: Hangar 4 - Bay 7 to Edward Herling.

NOW, THEREFORE, BE IT RESOLVED, that a public hearing be held on said proposed lease by the Sullivan County Legislature on October 17, 2024 at 9:30AM, in the Legislative Chambers, County Government Center, Monticello, New York, and at least ten (10) 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.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6729

Agenda Date: 9/19/2024

Agenda #: 11.

Narrative of Resolution:

To modify Resolution 475-23, with EMCOR Services Betlem for HVAC Preventative Maintenance in GC, GC Annex, Courthouse, and GOB, to correct the contract start date from January 1, 2024 to April 1, 2024.

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

Amount to be authorized by Resolution: N/A

Are funds already budgeted? N/A

Specify Compliance with Procurement Procedures:

N/A

MODIFICATION RESOLUTION INTRODUCED BY PUBLIC WORKS COMMITTEE TO MODIFY RESOLUTION NO. 475-23 TO CORRECT THE CONTRACT PERIOD START DATE

WHEREAS, Resolution No. 475-23 authorized the County Manager to execute an agreement with EMCOR Services Betlem for HVAC Preventative Maintenance in the Government Center, Government Center Annex, Courthouse, and Gladys Olmsted Building as a continuation of their previous contract via the New York Power Authority energy efficiency project; and

WHEREAS, the contract period language in the Resolution is incorrect and needs to be revised; and

WHEREAS, the correct contract period language should read for a three (3) year period Commencing April 1, 2024.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a modification agreement with EMCOR Services Betlem, to include the correct contract period dates. Resolution No. 475-23 is hereby modified as per the above and all other provisions of Resolution No. 475-23 shall remain unchanged, said contract to be in such form as the County Attorney shall approve.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6730

Agenda Date: 9/19/2024

Agenda #: 12.

Narrative of Resolution:

Resolution to authorize The County Manager to execute a Modification Agreement for the Guide Rail Replacements on Various Co. Rds. Contract

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

Amount to be authorized by Resolution: \$145,000.00

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

N/A

RESOLUTION INTRODUCED BY PUBLIC WORKS COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO EXECUTE A MODIFICATION AGREEMENT WITH EMI GUIDE RAIL, LLC. FOR GUIDE RAIL REPLACEMENTS ON VARIOUS COUNTY ROADS (“PROJECT”).

WHEREAS, Resolution No. 294-24, adopted May 16th, 2024, authorized an agreement with EMI Guide Rail, LLC. (“Agreement”) to provide construction services; and

WHEREAS, a section of County Road No. 41 has been identified as needing guide rail repairs; and

WHEREAS, these construction services, as a result of aggressive bid pricing, can be completed with previously allocated funding; and

WHEREAS, the Division of Public Works has reviewed the need to complete these construction services and recommends the approval of a Modification Agreement to cover this work.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a Modification Agreement, to complete construction services with, EMI Guide Rail, LLC., at a cost not to exceed \$145,000, said Modification Agreement to be in such form as the County Attorney shall approve.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6731

Agenda Date: 9/19/2024

Agenda #: 13.

Narrative of Resolution:

Resolution to authorize the County Manager to execute a perpetual agreement with New York State Department of Agriculture and Markets, Bureau of Weights and Measures for petroleum quality sampling at retail fuel outlets within Sullivan County.

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

Amount to be authorized by Resolution: N/A

Are funds already budgeted? N/A

Specify Compliance with Procurement Procedures:

N/A

RESOLUTION INTRODUCED BY PUBLIC WORKS COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO EXECUTE A PERPETUAL AGREEMENT WITH NEW YORK STATE DEPARTMENT OF AGRICULTURE AND MARKETS, BUREAU OF WEIGHTS AND MEASURES FOR PETROLEUM QUALITY SAMPLING AT RETAIL FUEL OUTLETS WITHIN SULLIVAN COUNTY

WHEREAS, New York State’s Petroleum Product Quality Program is administered and enforced concurrently by the State Department of Agriculture and Markets and municipal Weights & Measures officials; and

WHEREAS, the program ensures that petroleum products in the County meet specified quality standards and guards against the sale of inferior petroleum products; and

WHEREAS, the County of Sullivan wishes to enter into an agreement with the New York State Department of Agriculture and Markets, Bureau of Weights and Measures, whereby the County will receive reimbursement in the amount of \$7,646.00 annually for five years ending March 31, 2029 for conducting inspections, screening, and sampling of petroleum products at retail fuel outlets within the County of Sullivan.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature authorizes the

County Manager to execute a five-year contractual agreement with New York State Department of Agriculture and Markets, with reimbursement not to exceed \$38,230.00, with said agreement in such form as the County Attorney shall approve; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6736

Agenda Date: 9/19/2024

Agenda #: 14.

Narrative of Resolution:

The Department of Community Services received State Aid Funding for the Sullivan County Jail to provide treatment and services to inmates for Medications for Opioid Use Disorder/Medication Assisted Treatment (MOUD/MAT).

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

Amount to be authorized by Resolution: \$101,250, or the funded amount by the State

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE HEALTH & HUMAN SERVICES COMMITTEE TO AUTHORIZE A MOU BETWEEN THE DEPARTMENT OF COMMUNITY SERVICES AND THE SULLIVAN JAIL FOR MEDICATIONS FOR OPIOID USE DISORDER/MEDICATION ASSISTED TREATMENT (MOUD/MAT) SERVICES AND TREATMENT.

WHEREAS, the Sullivan County Department of Community Services received State Aid funding for the Sullivan County Jail to provide Medications for Opioid Use Disorder/Medication Assisted Treatment (MOUD/MAT) Services and treatment to inmates in their facility; and

WHEREAS, the Sullivan County Jail has agreed to provide MOUD/MAT services and treatment to the inmates in their facility; and

WHEREAS, the maximum contract amount for initial term of the contract, January 1, 2024 through December 31, 2024, shall not exceed the maximum amount of state aid through NYS Office of Addiction Services and Supports (NYS OASAS); and

WHEREAS, the maximum contract amount for subsequent terms of the contract may be greater or less than the amount authorized for the initial term, depending on the availability of funding and adjustment to the state aid funding; and

WHEREAS, this MOU shall remain in effect until there is no more funding for the MOUD/MAT services through the NYS Office of Addiction Services and Supports.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is hereby authorized to enter into a Memorandum of Understanding with the Sullivan County Jail to provide Medications for Opioid Use Disorder/Medication Assisted Treatment (MOUD/MAT) services and treatment to inmates in the Sullivan County Jail through the Department of Community Services which shall be reimbursable of the State Aid amount from January 1, 2024 through December 31, 2024; and

BE IT FURTHER RESOLVED, the annual maximum funding may increase or decrease year-to-year, and any changes are authorized by this resolution; and

BE IT FURTHER RESOLVED, the MOU shall remain in effect until there is no more funding available for MOUD/MAT services provided at the Sullivan County Jail through the NYS Office of Addiction Services and Supports; and

BE IT FURTHER RESOLVED, that the form of said contract shall be approved by the Sullivan County Department of Law.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6737

Agenda Date: 9/19/2024

Agenda #: 15.

Narrative of Resolution:

To modify the contract with Lexington Center for Recovery, Inc. to add an additional one-time state aid funding payment for capital improvements.

Amount to be authorized by Resolution: \$500,000 or state aid funding

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE HEALTH & HUMAN SERVICES COMMITTEE TO MODIFY THE CONTRACT BETWEEN LEXINGTON CENTER FOR RECOVERY, INC. AND THE DEPARTMENT OF COMMUNITY SERVICES.

WHEREAS, the NYS Office of Addiction Services and Supports has added a one-time payment for capital improvements to the state aide for Lexington Center for Recovery, Inc.; and

WHEREAS, a contract modification will add the one-time state aid funding payment of \$500,000 for capital improvements; and

WHEREAS, all other terms and condition of the contract will remain the same; and

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is hereby authorized to execute a modification agreement with Lexington Center for Recovery, Inc. to include the one-time state aid funding payment of \$500,000 for the 2024 calendar year; and

BE IT FURTHER RESOLVED, that all other terms and conditions of the original contract will remain the same; and

BE IT FURTHER RESOLVED, that the form of said contract shall be approved by the Sullivan County Department of Law.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6740

Agenda Date: 9/19/2024

Agenda #: 16.

Narrative of Resolution:

To seek \$100,000 in funding from Friends of the Upper Delaware to offset local costs for construction of the Neversink Crossing project in the Town of Fallsburg.

There will be a presentation from Friends of the Upper Delaware to present the Neversink Watershed Management Plan.

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

Amount to be authorized by Resolution: N/A

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE PLANNING & COMMUNITY RESOURCES COMMITTEE TO AUTHORIZE APPLICATION FOR FUNDING FROM THE FRIENDS OF THE UPPER DELAWARE RIVER FOR THE NEVERSINK CROSSING

WHEREAS, New York State has funded Friends of the Upper Delaware River through a line item to provide matching grants for projects partially funded by National Fish and Wildlife Foundation grants; and

WHEREAS, the Neversink Crossing on the Sullivan O&W Rail Trail (the “Project”) is partially funded through a National Fish and Wildlife Foundation grant; and

WHEREAS, it is the desire of the Sullivan County Legislature to offset local costs of the Project to the maximum extent possible.

NOW, THEREFORE, BE IT RESOLVED, 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 an application to the Friends of the Upper Delaware River for grant of up to \$100,000 to fund necessary construction and construction related costs to build the Neversink Crossing section of the Sullivan O&W Rail Trail; and

BE IT FURTHER RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager to execute any and all necessary documents to accept the grant award, should one be 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 or contemplated to be undertaken for the use of this funding.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6741

Agenda Date: 9/19/2024

Agenda #: 17.

Narrative of Resolution:

Assign a one-time stipend to the District Attorney’s Office Employees

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

Amount to be authorized by Resolution: \$90,000 - No County money

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE PUBLIC SAFETY AND LAW ENFORCEMENT COMMITTEE TO ASSIGN A ONE-TIME STIPEND TO THE DISTRICT ATTORNEY’S OFFICE EMPLOYEES FOR THE ADDITIONAL BURDENS CREATED BY THE 2020 DISCOVERY REFORMS

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 District Attorney’s Offices and law enforcement agencies with expenses related to the aggregation, storing, redacting and disclosure of discoverable material 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 received an award 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; and

WHEREAS, the Sullivan County District Attorney recognizes the hard work and dedication of those employees employed as Assistant District Attorneys, District Attorney Investigators, and support staff at the Office of the Sullivan County District Attorney; and

WHEREAS, the Sullivan County District Attorney further recognizes the significant additional time, immense duties, and morale burdens put upon Assistant District Attorneys, District Attorney Investigators, and support staff as a result of Discovery Reform legislation; and

WHEREAS, New York Department of Criminal Justice Services (DCJS) awarded a one-time stipend of

\$5,000.00 to be paid to the employees of the Sullivan County District Attorney's Office for the additional duties and burdens brought on by Discovery Reform legislation; and

WHEREAS, the Legislature further recognizes the significant additional time and morale burdens put upon Assistant District Attorneys, District Attorney Investigators, and support staff as a result of Discovery Reform legislation; and

NOW THEREFORE BE IT RESOLVED, that the Sullivan County Legislature hereby assign a one-time temporary stipend to the employees of the Sullivan County District Attorney's office in the amount of \$5,000.00 for the fiscal year 2024.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6742

Agenda Date: 9/19/2024

Agenda #: 18.

Narrative of Resolution:

Authorize grant submission of a 2025-2028 AmeriCorps Seniors

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

Amount to be authorized by Resolution: \$409,200 (3 year period)

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE PLANNING AND COMMUNITY RESOURCES COMMITTEE TO AUTHORIZE THE APPLICATION FOR GRANT SUBMISSION OF A 2025-2028 AmeriCorps Seniors RETIRED SENIOR VOLUNTEER PROGRAM (RSVP) GRANT APPLICATION AND TO ACCEPT AN AWARD OF FUNDS IF GRANTED.

WHEREAS, the Sullivan County Office for the Aging (*SC OFA*) presently operates a Retired Senior Volunteer Program (*RSVP*) federally funded via the AmeriCorps Seniors; and

WHEREAS, AmeriCorps Seniors has notified the SC OFA that they are eligible for application for the Grant Recompetition; this is a current grant that has been run from the Office for the Aging (OFA) office since 1972 and it has been a stable source of revenue for over 51 years; in 2023, there were approximately 130 current RSVP volunteers serving 13,000+ hours per year with an in kind benefit to the county of over \$436,743.00 in value of service to the county; and, funds used towards Project Coordinator salary totals \$115,000.00.

WHEREAS, the total projected 2025-28 RSVP project budget is \$409,200, of which \$225,000 is being requested from AmeriCorps Seniors, \$22,395 represents funding from New York State, and a County match in the amount of \$161,805 for the three-year performance period beginning in 2025.

WHEREAS, the SC OFA seeks to continue the RSVP as part of the effort to improve lives, strengthen our communities and foster civic participation through senior service and volunteering; and

WHEREAS, the SC OFA is considered eligible to submit a new competitive application for 2025-2028 RSVP funding.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager to execute any and all necessary documents to submit the RSVP application for funding, 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 should the 2025-2028 RSVP 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-6745

Agenda Date: 9/19/2024

Agenda #: 19.

Narrative of Resolution:

To authorize contract with Deckard Technologies, Inc.

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

Amount to be authorized by Resolution: \$20,250.00

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY MANAGEMENT AND BUDGET COMMITTEE TO AUTHORIZE A CONTRACT WITH DECKARD TECHNOLOGIES, INC.

WHEREAS, proposals were received by the Sullivan County Department of Purchasing for short-term rental compliance services including property identification, compliance monitoring and rental activity reporting on short term rentals within the County of Sullivan pursuant to RFP #: R-24-24; 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 Deckard Technologies, Inc., has the qualifications and expertise to best meet the needs for this service.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is hereby authorized to execute a contract with Deckard Technologies, Inc.

BE IT FURTHER RESOLVED, that this contract period shall be for a one-year period upon execution of a formal contract and may be extended, upon mutual agreement, for an additional four (4) years, on a yearly basis.

BE IT FURTHER RESOLVED, the annual cost of said services provided by Deckard Technologies, Inc., shall be Twenty Thousand Two Hundred Fifty (\$20,250.00) Dollars, per year. And the County may terminate the contract at any time in its sole discretion, all in accordance with RFP #R-24-24.

BE IT FURTHER RESOLVED, said contract to be approved by the Sullivan County Attorney's Office.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6746

Agenda Date: 9/19/2024

Agenda #: 20.

Narrative of Resolution:

To authorize the expenditure of opioid settlement funds in support of the Sullivan County Drug Task Force

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

Amount to be authorized by Resolution: \$52,200

Are funds already budgeted? No (New Funding Requests)

Specify Compliance with Procurement Procedures: Response to R-23-17

RESOLUTION INTRODUCED BY THE MANAGEMENT AND BUDGET COMMITTEE TO AUTHORIZE SPENDING FROM THE SULLIVAN COUNTY OPIOID SETTLEMENT FUND

WHEREAS, the County of Sullivan is a party to litigation seeking to hold opioid supply chain participants accountable for harm done to our community and many others; and

WHEREAS, approved uses of these funds include the treatment of opioid use disorder, support for people in treatment and recovery, connecting people to care, addressing the needs of criminal justice-involved persons, addressing the needs of pregnant or parenting women and their families, preventing the over-prescribing and dispensing of opioids, preventing overdose deaths, supporting first responders, and providing coordination, training, research and analysis of all of these efforts; and

WHEREAS, settlements with some, but not all, of the litigants permit use of said funds for the purpose of funding law enforcement expenditures related to the opioid epidemic; and

WHEREAS, County staff and Pillar Leads of the Sullivan County Drug Task Force have identified additional opportunities to enhance collective efforts at reducing the harmful effects of substance use disorder in our community; and

WHEREAS, a valid response to R-23-17 was recently submitted by the Town of Fallsburg Police Department to request funding to support the formation of a Quick Response Team in the Town of Fallsburg to help survivors of overdoses enter treatment in partnership with staff and volunteers from Hope Not Handcuffs of the Hudson Valley; and

WHEREAS, the County Manager and District Attorney’s Offices have defined a need for a Senior Budget Analyst to be compensated for additional duties in support of the management and use of opioid settlement funds; and

WHEREAS, the Sullivan County Sheriff’s Office and District Attorney’s Office have made effective use of technology tools in narcotics investigations and has a continued need to use such tools to break apart illicit drug distribution networks.

NOW, THEREFORE, BE IT RESOLVED, that the 2024-25 Opioid Settlement Budget Plan is hereby modified to authorize the following additional expenditures:

NOT TO EXCEED: \$15,000 - Town of Fallsburg Police Department

NOT TO EXCEED: \$5,000 - Stipend Senior Budget Analyst

NOT TO EXCEED: \$32,200 - Cellebrite and GrayKey Subscriptions

BE IT FURTHER RESOLVED, that the Sullivan County Legislature authorizes the Sullivan County Manager to make the necessary budget amendments to increase revenue and expense accounts based on the spending plan; and

BE IT FURTHER RESOLVED, that the Sullivan County Legislature authorizes the Sullivan County Manager to procure the items and services in this spending plan including the authority to enter into the necessary contracts upon satisfactory completion of all applicable Sullivan County acquisition policies, with such contracts to be in a form as the County Attorney shall approve



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6748

Agenda Date: 9/19/2024

Agenda #: 21.

Narrative of Resolution:

To accept a donation of Walmart gift cards

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

Amount to be authorized by Resolution: 0

Are funds already budgeted? No

Specify Compliance with Procurement Procedures: N/A

RESOLUTION INTRODUCED BY HEALTH AND HUMAN SERVICES COMMITTEE TO ACCEPT A DONATION OF WALMART GIFT CARDS TO THE SULLIVAN COUNTY DEPARTMENT OF SOCIAL SERVICES (SCDSS)

WHEREAS, The Riverside United Women in Faith, having no cases pending that involve the County of Sullivan, presented an unsolicited donation of Walmart gift cards to an employee of the SCDSS valued at one thousand dollars (\$1,000.00) to benefit children and families in need that are serviced by the Children’s Services Unit of the SCDSS on Tuesday, August 27, 2024; and

WHEREAS, the County appreciates the donation of gift cards valued at one thousand dollars (\$1,000.00) and thanks the Riverside United Women in Faith for their generosity.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes and accepts the Walmart gift card donation valued at one thousand dollars (\$1,000.00) provided to the employee representing the SCDSS to benefit children and families in need serviced by the Children’s Services Unit; and

BE IT FURTHER RESOLVED, that the Legislature appreciates the generous gift from the Riverside United Women in Faith and formally thanks the Riverside United Women in Faith for their generous donation to the SCDSS for the benefit of all children in need in Sullivan County.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6749

Agenda Date: 9/19/2024

Agenda #: 22.

Narrative of Resolution:

To distribute New York State Division of Criminal Justice Services funding to the Sullivan Legal Aid Panel, Inc. and Sullivan County Conflict Legal Aid, Inc.

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

Amount to be authorized by Resolution: NYS Funding

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures:

INTRODUCED BY THE MANAGEMENT AND BUDGET COMMITTEE TO DISTRIBUTE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES FUNDING TO THE SULLIVAN LEGAL AID PANEL, INC. AND SULLIVAN COUNTY CONFLICT LEGAL AID, INC

WHEREAS, the New York State Division of Criminal Justice Services (“DCJS”) has provided with County with funding under two programs; Aid to Defense Discovery Implementation; and Aid to Defense Supplemental in the amount of \$188,289.00 for each program for State fiscal year 2023-2024, aid monies to be spent in accordance with the parameters of each program by March 31, 2025 for a total of \$376,578.00; and

WHEREAS, the award letter requires that the County share this funding with any public defense providers based upon the share of criminal cases assigned to them or another reasonable and justifiable methodology that is based upon the need and capabilities of the providers; and

WHEREAS, the County contracts with the Sullivan Legal Aid Panel, Inc. (“Legal Aid Panel”) and the Sullivan County Conflict Legal Aid, Inc. (“Conflict Legal Aid”) to provide public defense in criminal matters in addition to the County run 18B Panel; and

WHEREAS, the County met with the aforementioned public defense providers and have determined that the monies should be split as follows: 64% to Legal Aid Panel or \$120,504.96 for each award (a total of \$241,009.92); 18% to Conflict Legal Aid or \$33,892.02 for each award (a total of \$67,784.04) and 18% to the Sullivan County Assigned Counsel Program or \$33,892.02 for each award (a total of \$67,784.04).

NOW, THEREFORE BE IT RESOLVED, that the County Manager is hereby authorized to execute a modification agreement with the Legal Aid Panel to authorize distribution of the DCJS funding in the amount of \$120,504.96 for Aid to Defense Discovery Implementation and \$120,504.96 for Aid to Defense Supplemental funding, for a total of \$241,009.92, said modification agreement to be in a form approved by the County Attorney; and

BE IT FURTHER RESOLVED, that the County Manager is hereby authorized to execute a modification agreement with the Conflict Legal Aid to authorize distribution of the DCJS funding in the amount of \$33,892.02 for Aid to Defense Discovery Implementation and \$33,892.02 for Aid to Defense Supplemental funding, for a total of \$67,784.04, said modification agreement to be in a form approved by the County

Attorney; and

BE IT FURTHER RESOLVED, that should the DCJS 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-6750

Agenda Date: 9/19/2024

Agenda #: 23.

Narrative of Resolution:

To authorize payments associated with programs implemented under the second Statewide Expansion of Hurrell-Harring Settlement agreement reforms (Contract number CSTWIDE245).

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

Amount to be authorized by Resolution: NYS funding

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures:

Click or tap here to enter text.

INTRODUCED BY THE MANAGEMENT AND BUDGET COMMITTEE TO AUTHORIZE THE ADMINISTRATOR OF ASSIGNED COUNSEL TO AUTHORIZE PAYMENTS ASSOCIATED WITH PROGRAMS IMPLEMENTED UNDER THE SECOND STATEWIDE EXPANSION OF HURRELL-HARRING SETTLEMENT AGREEMENT REFORMS (CONTRACT NUMBER CSTWIDE245).

WHEREAS, the County and the State of New York Office of Indigent Legal Services (hereinafter "NYSOILS" or "State") are parties to a three-year agreement as a successor agreement to the Statewide Expansion of the Hurrell-Harring Settlement Agreement Reforms, Contract Number CSTWIDEHH45, known as Contract No. CSTWIDE245 for the contract term from April 1, 2024 through March 31, 2027; and

WHEREAS, Contract Number CSTWIDE245 provides funding to cover specialized services, i.e. experts, social workers, interpreters, stenographic minutes, etc; programs such as Mentor/Resource Attorney and Second Chair programs; CLE's/Trainings/Covenings; and Client Services to cover expenses related to appropriate Court attire and client travel arrangements; and

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

WHEREAS, Contract No. CSTWIDE245 contains attachments B-1 and C that comprises the budget and work plan which dictates the amounts and how the money may be spent.

NOW, THEREFORE BE IT RESOLVED, that the Administrator of Assigned Counsel is hereby authorized to review and approve any requests by 18B Attorneys assigned to a criminal matter that fall within the definition of "Specialized Services"; "Mentor/Resource Attorney Program"; "Second Chair Program"; CLEs/Trainings/Convenings; and "Client Services"; and

BE IT FURTHER RESOLVED, that the Administrator of Assigned Counsel is hereby authorized to approve expenses for any of the above referenced budget line expenses in accordance with the B-1 and C attachments to Contract No. CSTWIDE245; and

BE IT FURTHER RESOLVED, that should the NYSOILS funding be terminated, the County shall not be

obligated to continue any action undertaken by the use of this funding.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6752

Agenda Date: 9/19/2024

Agenda #: 24.

Narrative of Resolution:

Re-convey properties to the former owners

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 RECONVEY PROPERTY BACK TO THE FORMER OWNERS

WHEREAS, the County of Sullivan took title to various parcels by virtue of the 2022 tax foreclosure proceeding by Decision and Order and Judgment dated May 2, 2024 and filed in the Sullivan County Clerk’s Office on May 6, 2024; and

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

WHEREAS, the former owner(s) will be responsible to pay the 2024 Town and County Taxes, 2023/2024 school taxes, delinquent Village taxes and special district taxes, if any, in addition to any future taxes and any other charges levied against the property to be repurchased, including but not limited to, omitted and pro rata taxes, water and sewer charges; and

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

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

2024 REPURCHASE #2	FORMER OWNER NAME
BE42.-23-17	Loupos, Anthony & Kim, Min Young
BE43.-31-4	Bergesitz LLC
BE43.-31-5	Bergesitz LLC
BE8.-1-57	Malik, Dov
BE8.-1-58	Malik, Dov
CA107.-1-10	Al Najjar, Jamar
CA14.-1-35	Isaac, Juwel - 50% Interest; Jones, Judith - 50% Interest
CO15.-1-36.11	Umana, Juan
DE20.-1-1.1	Glendon, Robert & Kathleen, husband and wife
DE26.-1-21.1	Diehl, John H
DE5.-1-5.10	Londell, McMillian L
DE5.-1-5.9	Londell, McMillian L
FA12.-1-39.1	Gnesin, Yury
FA12.-1-39.4	Gnesin, Yury
FA14.-1-25.2	Radonicic, Hamo
FA17.B-1-12	Ringelheim, Nicole
FA23.-3-7	Moishe Ruven Erlich
FA36.-1-30.1	Blumenberg, Nathan
FA8.-1-5.7	Natale, Michael
FA9.-1-17.1	In Hashem We Trust
FR1.-1-3.1	Esmez, Harry and Melissa
LI 15.-1-16.6	Rodriguez, Benito & Varas, Bienvenido
LI 15.-1-16.8	Rodriguez, Benito
LI 35.-2-5	Rendon, Samuel; Rendon, Lorena
LI 6.A-1-22.7	Crisci, Anthony J Jr
MA27.-2-6	Totaan, Linda
MA39.-21-10	Bergesitz LLC
MA39.-21-9	Bergesitz LLC
NE7.-1-30.8	Vitola, Peter
RO39.-5-22	Mears, Allan B
RO43.-1-10.6	Bowers, Burr M III & Diana L., his wife
RO48.-10-16	Rita Fontana, Life Tenant; K. Susan Fontana, Remainderman
RO48.-3-1	Hyzer, Kathy
RO49.-1-4	Peck, Naomi & Harland, husband and wife
TH1.-1-77	Bergesitz LLC
TH115.-11-9	Rosenbaum, Martin
TH130.-1-26	66EB Partners LLC
TH16.-1-40	Warf, Dollie
TH24.-1-33.2	Warf, Dollie
TH28.-1-7.38	Webberman, Joel
TH28.-1-7.40	Webberman, Joel
TH28.-1-7.54	Schwartz, Yitzchok
TH30.-1-12	Vicente Lopez Medina a/k/a Vincente L. Medina and Luz Medina his wife
TH32.-2-35	1 East 213th Street LLC
TH41.B-1-48	Rotenstreich, Sarah



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6754

Agenda Date: 9/19/2024

Agenda #: 25.

Narrative of Resolution:

To execute agreements for Residential Respite Preventive Services

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

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

Are funds already budgeted? Yes

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

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

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

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

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

WHEREAS, one or more New York State Office of Children and Family Services approved agencies shall provide residential respite services at state approved and locally negotiated rates at costs not to exceed \$20,000 for the period from July 1, 2024 through June 30, 2025 through an agreement with the Department of Social Services.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to enter into agreement for the provision of related residential respite services for the period from July 1, 2024 through June 30, 2025; and

BE IT FURTHER RESOLVED, the maximum of these agreements shall not exceed \$20,000 for the period from July 1, 2024 through June 30, 2025; and

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



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6755

Agenda Date: 9/19/2024

Agenda #: 26.

Narrative of Resolution:

Create a new Assigned Fund Balance with the General Fund for Probation Pre-Trial Release Enhancement Awarded Funds

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

Amount to be authorized by Resolution: \$339,452.00

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY PUBLIC SAFETY CREATING A NEW ASSIGNED FUND BALANCE WITHIN THE GENERAL FUND FOR THE PURPOSE OF PROBATION PRE-TRIAL RELEASE ENHANCEMENT AWARDED FUNDS

WHEREAS, the Sullivan County Probation Department received State funds for the purpose of enhancing the Pre-Trial Release program in the amount of \$339,452.00, and

WHEREAS, the Probation department has planned to utilize these funds over the next several years, and

WHEREAS, the County Manager and the County Treasurer recommend that the County place the remaining funds not expensed in 2024 from the PROB PTR project accounting code into an assigned fund balance, and

WHEREAS, the expenses in the upcoming years will be appropriated through the budget process.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby creates a new Assigned Fund Balance category in the General Fund that will be funded at the end of 2024 with the remaining Probation Pre-Trial Release Enhancement funds.

Assigned Fund Balance - PROBATION - PTR AWARD

BE IT FURTHER RESOLVED, that the Sullivan County Legislature authorizes the County Manager and the County Treasurer to adjust the PROBATION-PTR AWARD Fund Balance as necessary based on the grant funding and County Pre-Trial Release expenses in the future.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6757

Agenda Date: 9/19/2024

Agenda #: 27.

Narrative of Resolution:

Resolution to authorize the County Manager to execute a contract change order with Holt Construction Corporation for Airport Terminal Project in the amount of \$381,197.80, due to rock excavation expenses

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

Amount to be authorized by Resolution: \$381,197.80

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

N/A

RESOLUTION INTRODUCED BY THE PUBLIC WORKS COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO EXECUTE A CHANGE ORDER WITH HOLT CONSTRUCTION CORPORATION FOR COSTS ASSOCIATED WITH ROCK EXCAVATION

WHEREAS, Resolution 463-23 adopted December 14, 2023 authorized an agreement with Holt Construction Corporation for construction of the airport terminal project in a contract amount of \$19,005,023.00; and

WHEREAS, the agreement contained a unit price line item for rock excavation; and

WHEREAS, while excavating the basement area suspected rock was encountered and verified by the geotechnical engineer; and

WHEREAS, this same defined rock has been found throughout the building site at various depths; and

WHEREAS, rock excavation and associated concrete work has been required as a result of the defined rock; and

WHEREAS, the current estimate total for rock excavation and associated concrete work is

\$381,197.80, which was not included in the original construction contract amount.

NOW, THEREFORE, BE IT RESOLVED, that the County Legislature authorizes the amount of \$381,197.80 to be paid to Holt Construction Corporation via a contract change order, bringing the contract amount to \$19,386,220.80.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6758

Agenda Date: 9/19/2024

Agenda #: 28.

Narrative of Resolution:

RESOLUTION INTRODUCED BY MANAGEMENT AND BUDGET, CAPITAL PLANNING AND BUDGETING COMMITTEE TO AUTHORIZE ENTERING INTO A NONDISCLOSURE AGREEMENT ON BEHALF OF THE DIVISION OF INFORMATION TECHNOLOGY SERVICES

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:

WHEREAS, the Sullivan County Division of Information Technology Services (‘ITS’), wishes to expand discussions and actions surrounding cybersecurity, network penetration testing and other County of Sullivan network security related topics with Secure Network Technologies, Inc. (‘SNT’), 247 W Fayette St, Syracuse, NY 13202; and

WHEREAS, ITS and SNT have had an initial pre-engagement conversation and intend to hold further discussions regarding a potential business transaction (‘Transaction’), during which confidential and/or proprietary information will be shared and disclosed between both parties; and

WHEREAS, in order to continue with specific discussions and in consideration of such disclosure the parties agree that any and all confidential information disclosed by one party to the other shall remain strictly confidential and shall not be used by the other party except as needed to discuss the Transaction and in accordance with any future agreement made between the County of Sullivan and SNT.

NOW THEREFORE IT BE RESOLVED, that the County Manager is authorized to enter into and sign a “MUTUAL CONFIDENTIALITY AND NONDISCLOSURE AGREEMENT” with SNT; and

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



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6759

Agenda Date: 9/19/2024

Agenda #: 29.

Narrative of Resolution:

To authorize payments one month in advance to a provider for a warming center

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

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

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: #R-23-33

RESOLUTION INTRODUCED BY HEALTH AND HUMAN SERVICES COMMITTEE TO AUTHORIZE PAYMENTS ONE MONTH IN ADVANCE TO A PROVIDER FOR THE OPERATION OF A WARMING CENTER

WHEREAS, the County of Sullivan through the Department of Social Services, coordinates the operation of the county’s Warming Centers during months of cold temperatures to provide a safe and warm space for residents in need; and

WHEREAS, the Sullivan County Federation for the Homeless provides said service in accordance with #R-23-33, and has expressed concerns about operating the warming center located in Monticello, New York due to upfront cost; and

WHEREAS, the Sullivan County Federation for the Homeless has requested to be paid one month in advance for services based upon estimated costs established through the terms and conditions of their contract.

WHEREAS, in order to support the Federation’s cash flow needs, the County will fund the first month in advance for an amount not to exceed \$8,100.

NOW, THEREFORE, BE IT RESOLVED, that the County Legislature approves payments to be issued one month in advance to the Sullivan County Federation for the Homeless for the operation of the warming center based upon the estimated cost established through the terms and conditions of their contract for an amount not to exceed \$8,100.00.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6760

Agenda Date: 9/19/2024

Agenda #: 30.

Narrative of Resolution:

To execute an agreement between the Department of Social Services and the Department of Public Health for Home Visiting Program Preventive Services

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

Amount to be authorized by Resolution: \$139,598

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: 104-3.5. Contracting for professional services with grant approved organizations

INTRODUCTION BY HEALTH AND HUMAN SERVICES COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO EXECUTE AGREEMENT BETWEEN DEPARTMENT OF SOCIAL SERVICES AND DEPARTMENT OF PUBLIC HEALTH FOR HOME VISITING PROGRAM PREVENTIVE SERVICES

WHEREAS, the County of Sullivan, through the Department of Social Services, contracts for the provision of certain preventive services; and

WHEREAS, funding is available to purchase certain New York State Office of Children and Family Services (OCFS) approved preventive services; and

WHEREAS, the County of Sullivan, through the Department of Social Services, wishes to contract through a Memorandum of Understanding (MOU) for the provision of OCFS approved Home Visiting Program Preventive Services with Department of Public Health; and

WHEREAS, Sullivan County Department of Public Health is capable and willing to provide such services at a cost not-to-exceed \$139,598 for the Healthy Families NY Program Services.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to execute an MOU between the Sullivan County Department of Social Services and Sullivan County Department of Public Health at a cost not to exceed \$139,598 for the period of October 1, 2024 through September 30, 2025; and

BE IT FURTHER RESOLVED, this contract is at the County’s discretion, subject to annual appropriation; and

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



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6762

Agenda Date: 9/19/2024

Agenda #: 31.

Narrative of Resolution:

Abolish a position in the Department of Community Services.

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

Amount to be authorized by Resolution: \$0 (Total savings of approximately \$106,752)

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE HUMAN RESOURCES COMMITTEE TO ABOLISH THE FISCAL ADMINISTRATIVE OFFICER (FAO) POSITION IN THE DEPARTMENT OF COMMUNITY SERVICES

WHEREAS, the Commissioner of Human Resources/Personnel Officer and the Deputy Commissioner of Health & Human Services have identified a need to align program oversight functions within the Department of Community Services; and

WHEREAS, Sullivan County put forth a Request for Proposal for all of the billing services (“RFP No. R-24-26”) for the Department of Community Services, which is set to be authorized in the Management & Budget Committee; and

WHEREAS, there is no longer a need for the position of Fiscal Administrative Officer in the Department of Community Services; and

NOW, THEREFORE BE IT RESOLVED, the Sullivan County Legislature hereby abolishes position No. 3594, Fiscal Administrative Officer in the Department of Community Services.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6764

Agenda Date: 9/19/2024

Agenda #: 32.

Narrative of Resolution:

Authorize a rate increase and final payment for Matrixcare

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

Amount to be authorized by Resolution: \$17,966.91

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures: N/A existing vendor-no longer needed - final payment

RESOLUTION INTRODUCED BY MANAGEMENT & BUDGET, CAPITAL PLANNING & BUDGETING COMMITTEE TO AUTHORIZE A RATE INCREASE AND FINAL PAYMENT FOR MATRIXCARE

WHEREAS, the Adult Care Center (Care Center at Sunset Lake) has utilized Matrixcare for software needs; and

WHEREAS, Matrixcare has had a reasonable rate increase in accordance with their contract; and

WHEREAS, services had been continued to be provided by Matrixcare; and

WHEREAS, Matrixcare services are no longer needed and the agreement term expired on July 22, 2024.

NOW THEREFORE IT BE RESOLVED, that the Sullivan County Legislature authorizes the aforementioned rate increase and final payment not to exceed \$17,966.91 for services rendered; and

BE IT FURTHER RESOLVED, that the Office of Audit & Control is authorized to pay Matrixcare \$17,966.91.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6768

Agenda Date: 9/19/2024

Agenda #: 33.

Narrative of Resolution:

Apportion the Mortgage Tax

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 APPORTION MORTGAGE TAX

WHEREAS, Section 261 of the Tax Law of the State of New York requires apportionment of the mortgage tax, and

WHEREAS, the County Clerk and the County Treasurer have submitted the quarterly report to the Clerk of the Legislature, and

WHEREAS, The County Legislature has apportioned, among the various towns and incorporated villages of the County of Sullivan, the equitable share of the mortgage tax;

NOW, THEREFORE, BE IT RESOLVED, that the County Treasurer draw checks for each of the towns and villages the quarterly mortgage tax so apportioned, for the 2nd Quarter 2024, as follows:

TOWNS

Bethel	\$38,306.11
Callicoon	\$23,174.17
Cochecton	\$3,295.25
Delaware	\$19,041.18
Fallsburg	\$203,220.82
Forestburgh	\$16,374.03
Fremont	\$20,204.09

Highland	\$10,949.92
Liberty	\$67,255.88
Lumberland	\$16,290.68
Mamakating	\$82,846.86
Neversink	\$17,945.74
Rockland	\$14,585.18
Thompson	\$333,311.07
Tusten	\$27,783.85

VILLAGES

Bloomingburg	\$2,640.45
Jeffersonville	\$1,420.44
Liberty	\$11,676.88
Monticello	\$35,093.08
Woodridge	\$6,829.38
Wurtsboro	\$3,351.11

TOTAL **\$955,596.17**

New York State Mortgage Tax Semi-Annual/Quarterly Report

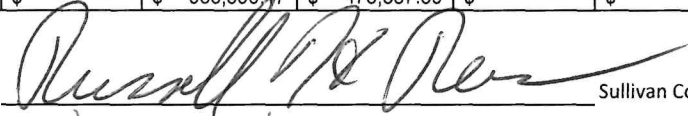
County of Sullivan for the period: April 2024

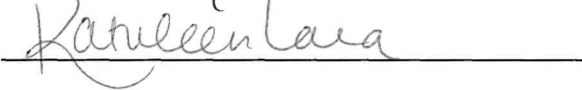
through June 2024

Part I

Cash Statement for Taxes Collected Pursuant to Article 11

Months	BASIC TAX DISTRIBUTED				TREASURER			ALL OTHER TAXES DISTRIBUTED					
	1 Basic tax collected	2 Interest received by recording officer	3 Recording officer's expense	4 Refunds or adjustments	5 Amount paid to treasurer (Col 1+2-3-4)	6 Interest received by treasurer	7 Treasurer's expense	8 Tax districts share (Col. 5+6-7)	9 Local tax	10 Additional tax	11 Special Assistance fund	12 Special additional tax	13 County Tax
October					\$ -			\$ -					
November					\$ -			\$ -					
December					\$ -			\$ -					
January					\$ -			\$ -					
February					\$ -			\$ -					
March					\$ -			\$ -					
April	\$ 173,482.50	\$ 383.68	\$ 3,812.65		\$ 170,053.53	\$ 790.73		\$ 170,844.26	\$ 85,026.77			\$ 81,210.00	
May	\$ 355,214.66	\$ 524.07	\$ 3,804.35		\$ 351,934.38	\$ 913.61		\$ 352,847.99	\$ 175,967.18			\$ 170,006.66	
June	\$ 434,367.58	\$ 530.14	\$ 3,806.27		\$ 431,091.45	\$ 812.47		\$ 431,903.92	\$ 214,363.64			\$ 208,658.35	
July					\$ -			\$ -					
August					\$ -			\$ -					
September					\$ -			\$ -					
TOTALS	\$ 963,064.74	\$ 1,437.89	\$ 11,423.27	\$ -	\$ 953,079.36	\$ 2,516.81	\$ -	\$ 955,596.17	\$ 475,357.59	\$ -	\$ -	\$ 459,875.01	\$ -


Sullivan County Clerk


Sullivan County Treasurer

County of Sullivan for the period:

Apr-24 through

Jun-24

Cash Statement for Taxes Collected Pursuant to Article 11

DISTRIBUTION STATEMENT: Columns 1 through 5: The taxes collected shown in column 2 were produced by mortgages covering real property in the respective tax districts. Additions and deductions to make adjustments and to correct errors are recorded in columns 3 and 4 respectively.

Authority for these additions and deductions is given by the orders of the Tax Department noted on the bottom of this part.

CREDIT STATEMENT: Column 6: This column is the net amount due each tax district, for which the County of Sullivan shall issue its warrants.

1 Tax Districts	2 Taxes Collected	3 Additions*	4 Deductions*	5 Amount of "Taxes Collected" as adjusted and corrected	6 Net Amount due each tax district
Town of Bethel	\$ 38,605.50			\$ 38,605.50	\$ 38,306.11
Town of Callicoon	\$ 24,786.83			\$ 24,786.83	\$ 24,594.61
Town of Cohecton	\$ 3,321.00			\$ 3,321.00	\$ 3,295.25
Town of Delaware	\$ 19,190.00			\$ 19,190.00	\$ 19,041.18
Town of Fallsburg	\$ 211,691.87			\$ 211,691.87	\$ 210,050.20
Town of Forestburgh	\$ 16,502.00			\$ 16,502.00	\$ 16,374.03
Town of Fremont	\$ 20,362.00			\$ 20,362.00	\$ 20,204.09
Town of Highland	\$ 11,035.50			\$ 11,035.50	\$ 10,949.92
Town of Liberty	\$ 79,549.67			\$ 79,549.67	\$ 78,932.76
Town of Lumberland	\$ 16,418.00			\$ 16,418.00	\$ 16,290.68
Town of Mamakating	\$ 89,532.75			\$ 89,532.75	\$ 88,838.42
Town of Neversink	\$ 18,086.00			\$ 18,086.00	\$ 17,945.74
Town of Rockland	\$ 14,699.17			\$ 14,699.17	\$ 14,585.18
Town of Thompson	\$ 371,283.45			\$ 371,283.45	\$ 368,404.15
Town of Tusten	\$ 28,001.00			\$ 28,001.00	\$ 27,783.85
Rate:	0.099224500				\$ -
Total tax districts: 15					
TOTALS:	\$ 963,064.84	\$ -	\$ -	\$ 963,064.74	\$ 955,596.17

*see refund, adjustment, and special adjustment orders of Commissioner of Taxation and Finance, case numbers:



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6769

Agenda Date: 9/19/2024

Agenda #: 34.

Narrative of Resolution:

Advocating for increased wages and policy reforms to support Direct Care and Home Care Professionals in New York State.

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

Amount to be authorized by Resolution: 0

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures:

N/A

RESOLUTION INTRODUCED BY HUMAN RESOURCES COMMITTEE ADVOCATING FOR INCREASED WAGES AND POLICY REFORMS TO SUPPORT DIRECT CARE AND HOME CARE PROFESSIONALS IN NEW YORK STATE

WHEREAS, Direct Care Professionals (DCPs), including home health aides, childcare workers, personal care aides, workers supporting individuals with developmental disabilities, and human services jobs provide essential services to vulnerable populations, ensuring their health and well-being; and

WHEREAS, DCPs in New York have historically been underpaid, with wages that do not reflect the critical nature of their work or the growing demand for their services, leading to high turnover, workforce shortages, and inadequate care; and

WHEREAS, New York State has introduced several bills aimed at improving wages and working conditions for DCPs, recognizing their pivotal role in healthcare and social services; and

WHEREAS, the *Fair Pay for Home Care Act* would raise wages for home health and personal care aides by at least 30% above the minimum wage, establishing a minimum wage of \$19.80 per hour upstate New York, and mandating overtime for work beyond 40 hours per week, addressing workforce shortages and improving care quality; and

WHEREAS, this Act also promotes equity by benefiting a diverse workforce that includes individuals from various backgrounds and racial groups, while enhancing economic stability for these essential workers; and

WHEREAS, *NY State Senate Bill 2023-S4127A* proposes a direct support wage enhancement for employees earning less than \$125,000 annually, helping to address wage disparities and attract more professionals to the field of developmental disabilities care; and

WHEREAS, while the FY 2023 budget included a \$3.00 minimum wage increase for home care

workers, phased over two years, further action is necessary to ensure all DCPs receive livable wages and adequate benefits; and

WHEREAS, investing in DCPs not only improves the well-being of workers but also enhances the stability and quality of care for those who depend on these services, reducing long-term costs related to turnover and inadequate care.

NOW, THEREFORE, BE IT RESOLVED, that we, the Sullivan County Legislature, advocate for the swift passage and full implementation of the *Fair Pay for Home Care Act, NY State Senate Bill 2023-S4127A*, and other legislation that seeks to improve wages and working conditions for DCPs, including both home care and direct care professionals, across New York State; and

BE IT FURTHER RESOLVED, that the State Government continue to pursue policy reforms that raise wages, provide comprehensive benefits, including healthcare, retirement plans, paid leave, and mental health support, and ensure access to career development for all DCPs; and

BE IT FURTHER RESOLVED, that we support efforts to protect DCPs through laws that promote fair wages, safe working conditions, and representation in policymaking; and

BE IT FURTHER RESOLVED, that the Clerk to the Legislature forward a copy of this resolution to the New York State Governor Kathy Hochul, Assemblywoman Aileen Gunther, Senator Peter Oberacker, and Assemblyman Brian Maher and relevant state agencies, urging them to prioritize the needs for DCPs by enacting legislation that recognizes their indispensable contributions and fosters a sustainable, equitable workforce.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6771

Agenda Date: 9/19/2024

Agenda #: 35.

Narrative of Resolution:
To Modify the 2024 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 MANAGEMENT & BUDGET COMMITTEE TO MODIFY THE 2024 BUDGET

WHEREAS, the County of Sullivan Budget requires modification,

NOW, THEREFORE, BE IT RESOLVED, that the attached budgetary transfers for 2024 be authorized.

**August 31, 2024 Resolution Needed
Sullivan County Budget Modifications 2024**

G/L Account	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-1165-40-4001 - CONTRACT AGENCIES			76,970	
A-1165-R4089-R167 - FED AID OTHR DEPARTMENTAL AID	76,970			
A-1340-47-4710 - DEPT DEPT MISC/OTHER			7,404	
A-1340-R2210-R134 - GEN SERV OTHR GOV CHARGBK - INTERDEPARTMNTL	7,404			
A-1450-40-4013 - CONTRACT CONTRACT OTHER				1,600
A-1450-41-4102 - AUTO/TRAVEL LODGING				2,000
A-1450-41-4103 - AUTO/TRAVEL MEALS				750
A-1450-41-4104 - AUTO/TRAVEL MILEAGE/TOLLS				200
A-1450-41-4108 - AUTO/TRAVEL AUTO TRAVEL OTHER				200
A-1450-42-4201 - OFFICE ADVERTISING				1,400
A-1450-42-4207 - OFFICE FURNITURE				890
A-1450-43-4301 - COMPUTER SUPPLIES				10,000
A-1450-43-4302 - COMPUTER HARDWARE PURCHASES/LEASES			78,977	
A-1450-45-4541 - SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT				5,000
A-1450-46-4612 - MISC SERV/EXP EMPL TRAINING				4,000
A-1450-47-4710 - DEPT DEPT MISC/OTHER				1,000
A-1450-R3089-R167 - ST AID GEN GOV DEPARTMENTAL AID	68,000			
A-1490-R1710-R247 - PUBLIC WORKS CHARGE MISC FEE/REIMBURSMNT	8,000			
A-1490-R1710-R247 - PUBLIC WORKS CHARGE MISC FEE/REIMBURSMNT	5,000			
A-1620-23-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			5,000	
A-1620-24-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			8,000	
A-1680-43-4303 - COMPUTER SOFTWARE PURCHASE/LEASE			52,786	
A-1989-99-47-4736 - DEPT CONTINGENT				36,723
A-3010-212-40-4017 - CONTRACT MEDICAL			800,000	
A-3010-41-4106 - AUTO/TRAVEL REPAIRS/MAINTENANCE			300	
A-3010-42-4207 - OFFICE FURNITURE			275	
A-3010-42-4207 - OFFICE FURNITURE			1,860	
A-3010-45-4506 - SPEC DEPT SUPPLY PUBLIC SAFETY			294	
A-3010-45-4541 - SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			1,356	

A-3010-R4389-R338 - FED AID PUBLIC SAFETY OTHER	2,225			
A-3010-R4389-R338 - FED AID PUBLIC SAFETY OTHER	1,860			
A-6010-38-40-4001 - CONTRACT AGENCIES(*)			6,659	
A-6010-38-40-4002 - CONTRACT ACCOUNT/AUDIT/ACTUARIAL SERVICES(**)			16,667	
A-6010-38-40-4013 - CONTRACT CONTRACT OTHER(*)			5,663	
A-6010-38-42-4201 - OFFICE ADVERTISING(*)			13,779	
A-7110-230-40-4006 - CONTRACT ENGINEER/ARCHITECT/DESIGN SERV			2,423	
A-7110-230-40-4006 - CONTRACT ENGINEER/ARCHITECT/DESIGN SERV			18,251	
A-7110-82-40-4006 - CONTRACT ENGINEER/ARCHITECT/DESIGN SERV(***)			4,735	
A-8020-90-40-4006 - CONTRACT ENGINEER/ARCHITECT/DESIGN SERV(****)			30,076	
A-8020-90-40-4013 - CONTRACT CONTRACT OTHER			38,500	
A-8020-90-41-4105 - AUTO/TRAVEL REGISTRATION FEES			425	
A-8020-90-47-4763 - DEPT NEW INITIATIVES				50,000
A-8020-90-R3989-R167 - ST AID HOME/COMM ASSIST DEPARTMENTAL AID		50,000		
A-8020-90-R4089-R167 - FED AID OTHR DEPARTMENTAL AID	2,423			
A-8020-90-R4089-R167 - FED AID OTHR DEPARTMENTAL AID	38,500			
A-8020-90-R4089-R167 - FED AID OTHR DEPARTMENTAL AID	18,251			
A-8090-41-4105 - AUTO/TRAVEL REGISTRATION FEES				425
A-9999-R2401-R223 - INTEREST EARNED INTEREST	800,000			
A Fund Total	1,028,633	50,000	1,170,400	114,188

(*) To be funded from the Opioid Assigned Fund Balance

(**) To be funded from the General Fund

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

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



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6779

Agenda Date: 9/19/2024

Agenda #: 36.

Narrative of Resolution:

Urge Governor Hochul to sign the Grieving Families Act into Law

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 SPONSORED BY TERRY BERNARDO, DISTRICT 9 LEGISLATOR AND COSPONSORED BY MATTHEW MCPHILLIPS, DISTRICT 1 LEGISLATOR, BRIAN MCPHILLIPS, DISTRICT 3 LEGISLATOR, CATHERINE SCOTT, DISTRICT 5 LEGISLATOR AND LUIS ALVAREZ, DISTRICT 6 LEGISLATOR URGING GOVERNOR KATHY HOCHUL TO SIGN SENATE BILL S6636 AND ASSEMBLY BILL A6698 AN ACT TO AMEND THE ESTATES, POWERS AND TRUSTS LAW IN RELATION TO THE PAYMENT AND DISTRIBUTION OF DAMAGES IN WRONGFUL DEATH ACTIONS INTO LAW

WHEREAS, Travis Shane Davis, a lifelong resident of Livingston Manor and an employee of the Town of Rockland Highway Department was tragically killed in a traffic accident on August 11, 2024 and the other driver was ticketed for not yielding the right of way. Because Mr. Davis was unmarried and without children, New York State law left his parents no recourse under current law for their grief, emotional pain, and suffering at the loss of their only child.

WHEREAS, in 2024, New York State is one of only two states in the U.S. that has not amended or updated its wrongful death law enacted in 1847. Under the current 177-year old law, an award for wrongful death is limited to compensation for economic loss only, effectively telling close family members that the love, companionship and guidance their loved on once provided means nothing; that the grief, emotional suffering and profound loss they have experienced means nothing; and that the loved one they tragically lost because of someone else’s negligence has no value because he/she does

not fit the very narrow, antiquated definition of family as defined 177 years ago.

WHEREAS, In 2024 families come in all shapes, sizes and structures - much different than families defined in 1847. No one's grief should be measured by archaic notions of family breadwinners or whether the loved ones had dependents or not. Currently countless New York families have suffered unbearable grief and have no standing to be compensated for their emotional suffering.

WHEREAS, If the current law is not repealed, countless more New York families will suffer in the future when they, too, lose a loved one to another's negligent acts who does not fit the 1847 definition of family.

WHEREAS, The Grieving Families Act will allow New York courts to recognize and consider the grief and emotional turmoil when compensating bereaved close family members who have lost loved ones under tragic circumstances due to another person's recklessness, carelessness and negligence.

WHEREAS, the following language will be considered by the New York State Assembly, New York State Senate and Governor Kathy Hochul again. Paragraph 1 of section 5-4.1 of the estates, powers and trusts law, as amended by Chapter 114 of the laws of 2003, is amended to read as follows, the personal representative, duly appointed in this state or any other jurisdiction, of a decedent may maintain an action to recover damages for a wrongful act, neglect or default which caused the decedent's death against a person who would have been liable to the decedent by reason of such wrongful conduct if death had not ensued, and

WHEREAS, in S6638 and A6698, it states in every such action, in addition to any other lawful element of recoverable damages, compensation for the following damages may be recovered: (i) reasonable funeral expenses of the decedent paid by the persons for whose benefit the action is brought is responsible; (ii) reasonable expenses for medical care incident to the injury causing death, including but not limited to doctors, nursing, attendant care, treatment, hospitalization of the decedent, and medicines; (iii) grief or anguish caused by the decedent's death; (iv) loss of love, society, protection, comfort, companionship and consortium resulting from the decedent's death; (v) pecuniary injuries, including loss of services, support, assistance, and loss or

diminishment of inheritance, resulting from the decedent's death; and (vi) loss of nurture, guidance, counsel, advice, training, and education resulting from the decedent's death, and

WHEREAS, the damages prescribed by 5-4.3, whether recovered in an action or by settlement without an action, are exclusively for the benefit of the decedent's surviving close family members, which shall be limited to decedent's spouse or domestic partner, issue foster-children, step-children, and step-grandchildren, parents, grandparents, step-parents, step-grandparents, siblings or any person standing in loco parentis to the decedent.

WHEREAS, this act shall take effect immediately and shall apply to all causes of action that accrue on or after July 1, 2018, regardless of when filed.

NOW, THEREFORE BE IT RESOLVED, that the Sullivan County Legislature urges NYS Governor Kathy Hochul to sign into law Senate S6636 and Assembly A6698 immediately.

BE IT FURTHER RESOLVED, that the Sullivan County Legislature hereby expresses its deepest sympathy to the family of Travis Shane Davis who tragically passed away on August 11, 2024.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6690

Agenda Date: 9/19/2024

Agenda #: 37.

Narrative of Resolution:

Introduced by Executive Committee to Reappoint Two Members to the Sullivan County Department of Public Health Professional Advisory Board

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:

INTRODUCED BY EXECUTIVE COMMITTEE TO REAPPOINT TWO MEMBERS TO THE SULLIVAN COUNTY PUBLIC HEALTH SERVICES PROFESSIONAL ADVISORY COMMITTEE

WHEREAS, pursuant TO 10 NYCRR (New York Codes, Rules and Regulations) Section 763.11 (a) (13) requires that Sullivan Public Home Health Certified Home Health and Long Term Home Health Care Program establish a Professional Advisory Committee to consist of “a group of professional personnel, which includes one or more physicians, registered professional nurses and representatives of the professional therapeutic services provided by the agency” and “at least one member who cannot be an owner nor employee compensated by the agency”, and

WHEREAS, the term of the two Professional Advisory Committee members expired on December 31, 2023 and both members have agreed to serve another term.

NOW, THEREFORE, BE IT RESOLVED, that the following individuals be appointed to Sullivan County Public Health Services Professional Advisory Committee, pursuant to Section 763.11 (13) of NYCRR, with the term of **1/1/2024 to 12/31/2027**

1. **Judy Balaban**
419 Puckyhuddle Road
Bethel, New York 12720

2. **Lise-Anne Deoul**
92 Main Street
Cornwall, NY 12518



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6734

Agenda Date: 9/19/2024

Agenda #: 38.

Narrative of Resolution:

Apportion the 2025 County Self-Insurance Plan

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

Amount to be authorized by Resolution: 4,271,741

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO APPORTION COST OF THE 2025 COUNTY SELF-INSURANCE PLAN, AND TO LEVY TAXES AND/OR BILL DIRECTLY THEREFOR

WHEREAS, the County Legislature adopted Local Law 2 of 2018 which restated and amended sections of Chapter 43 of the Law of Sullivan County; and

WHEREAS, the Risk Management & Insurance Department (“Risk Management”) is required to and hereby files a report by which it has estimated that the sum of \$4,271,741 will be necessary for the calendar year 2025 to meet the payments and expenses of the Workers’ Compensation Self - Insurance Plan; and

WHEREAS, Risk Management has determined the share of such estimated sum chargeable to each participant of the County Workers’ Compensation Self Insurance Plan; and

WHEREAS, the amount chargeable to each participant of the County Workers’ Compensation Self-Insurance Plan is detailed on the Self-Insurance Fund Charges, and, the \$4,271,741.00 was calculated as detailed in the 2025 Estimate of Expenses for the Self-Funded Workers’ Compensation Plan for Sullivan County (attached 2025 Allocation report) and made a part hereof; and

WHEREAS, the 2025 Cost Allocation Report shall collectively be considered Risk Management’s 2025 report for the funding estimate and participant apportionment costs for the County’s Workers’ Compensation Self-Insurance Plan, (“Risk Management’s 2025 Plan”)

NOW, THEREFORE, BE IT RESOLVED, the Sullivan County Legislature hereby adopts Risk Management’s 2025 Plan and directs that the amount set opposite the name of each participant on Appendix I of the County Workers’ Compensation Self - Insurance Plan be apportioned and charged to each respectively; with such amount so apportioned to the County and the Towns be levied and raised by tax in the next annual tax levy against the taxable property of the County and the Towns; and such amount apportioned to the Villages and Sullivan County Community College to be directly billed to the Villages and the College by Risk Management; and

BE IT FURTHER RESOLVED, that the amount apportioned to the County and the Towns shall be collected by inclusion in the next succeeding tax levy of each Town, and that when collected such amount shall be paid by the respective tax collectors to the County Treasurer, said amounts to be credited to the County Workers’ Compensation Self

- Insurance Fund and the amount billed to the Villages and the College shall be paid directly to the Sullivan County Treasurer.

2025 SELF-INSURANCE PLAN
FUND CHARGES

PARTICIPANTS		SHARE
County	of Sullivan	\$1,682,025.00
TOWNS		
Town of	Bethel	\$136,478.00
Town of	Callicoon	\$88,335.00
Town of	Cochecton	\$45,590.00
Town of	Delaware	\$72,029.00
Town of	Fallsburg	\$424,796.00
Town of	Forestburgh	\$34,138.00
Town of	Fremont	\$48,435.00
Town of	Highland	\$59,839.00
Town of	Liberty	\$158,294.00
Town of	Lumberland	\$71,293.00
Town of	Mamakating	\$270,850.00
Town of	Neversink	\$123,524.00
Town of	Rockland	\$112,027.00
Town of	Thompson	\$240,141.00
Town of	Tusten	\$59,310.00
VILLAGES		
Village of	Jeffersonville	\$13,963.00
Village of	Liberty	\$169,517.00
Village of	Monticello	\$364,368.00
Village of	Woodridge	\$51,787.00
Village of	Wurtsboro	\$9,134.00
COLLEGE		
	Sullivan County Community College	\$35,867.00
	Distributed Non County Fund Balance	\$0.00
		\$4,271,740.00
TOTAL		\$4,271,740.00

APPENDIX I



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6735

Agenda Date: 9/19/2024

Agenda #: 39.

Narrative of Resolution:

To Reappoint Gerald J. Skoda, to the Health Services Advisory Board for the Department of Public Health

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:

INTRODUCED BY EXECUTIVE COMMITTEE TO APPOINT GERALD J. SKODA TO THE HEALTH SERVICES ADVISORY BOARD FOR THE DEPARTMENT OF PUBLIC HEALTH

WHEREAS, Section 357 of the Public Health Law mandates that two members of the Health Services Advisory Board (HSAB) be licensed physicians, with the remaining seven to be known public members selected on the basis of their interest and knowledge regarding health needs, resources and facilities of the community, and

WHEREAS, pursuant to Section 357 of Public Health Law, Health Services Advisory Board members shall have fixed terms of four years, which shall be deemed to run from the first day of the year in which the appointment was made, and

WHEREAS, pursuant to Section 357 of the Public Health Law, Health Services Advisory Board members may not serve for more than two terms consecutively; and

WHEREAS, the Gerald J. Skoda has expressed interest in continuing to serve on the Health Services Advisory Board; and

NOW, THEREFORE, BE IT RESOLVED, that Gerald J. Skoda now be *reappointed* to a second term on the Health Services Advisory Board per Public Health Law for the term of January 1, 2024 through December 31, 2027.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6763

Agenda Date: 9/19/2024

Agenda #: 40.

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE COUNTY MANAGER ON BEHALF OF THE BOARD OF ELECTIONS, TO ENTER INTO A CONTRACT FOR THE “ELECTION INFRASTRUCTURE GRANT” CONTRACT #24A-08870

WHEREAS, The Center for Tech and Civic Life (“CTCL”) has made available funding to support local election offices in conducting reliable and secure elections by modernizing outdated technology, improving access to voting for groups in rural communities, seniors, and veterans, and making needed infrastructure updates to enhance election security; and

WHEREAS, the grant funding contract (#24A-08870) requires the County to expend funding on eligible expenditures made in securing products or services related to administering secure elections, and other eligible costs between July 31, 2024 and December 31, 2024; and

WHEREAS, eligible and approved costs will be reimbursed to the County Board of Election for the local dollars spent on said costs;

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager, acting on behalf of the Sullivan County Board of Elections (as required by the funding source), to accept the award, and enter into an award agreement or contract in the amount of \$50,000 and to administer the funding secured for the “ELECTION INFRASTRUCTURE GRANT” CONTRACT #24A-08870, in such form as the County Attorney shall approve.

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-6766

Agenda Date: 9/19/2024

Agenda #: 41.

Narrative of Resolution:

To modify Resolution No. 440-23

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

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

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: Reviewed response of the request for proposal with Director of Purchasing and awarding contract to contractor for operations of warming centers.

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO MODIFY RESOLUTION NO. 440-23

WHEREAS, the County of Sullivan, through the Department of Family Services, coordinates the operations of the County’s Warming Centers during months of cold temperatures to provide a safe and warm space for residents in need; and

WHEREAS, Resolution number 440-23 authorized the County Manager to enter into agreements with the following proposers:

1. St. John’s Episcopal Church at a not to exceed amount of \$33,000
2. Liberty United Methodist Church at a not to exceed amount of \$33,000
3. New Beginnings Community Worship Center, Inc. at a not to exceed amount of \$46,000
4. Sullivan County Federation for the Homeless at a not to exceed amount of \$120,000

WHEREAS, there is a need to amend Resolution number 440-23 to remove New Beginnings Community Worship Center, Inc due to dissolution; and

WHEREAS, Liberty United Methodist Church has submitted a letter of interest to assume New Beginnings Community Worship Center, Inc. staffing duties; and

WHEREAS, Resolution number 440-23 will be amended to now read that it authorizes the County Manager to enter into agreements with the following proposers from R-23-33

1. St. John’s Episcopal Church at a not to exceed amount of \$33,000
2. Liberty United Methodist Church at a not to exceed amount of \$82,000
3. Sullivan County Federation for the Homeless at a not to exceed amount of \$120,000

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a modification agreement with Liberty United Methodist Church, to increase the amount per yearly extension to \$82,000. Resolution No. 440-23 is hereby modified as per the above and all other provisions of Resolution No. 440-23 shall remain unchanged, said contract to be in such form as the County Attorney shall approve.



Sullivan County

100 North Street
Monticello, NY 12701

Certified Copy

Resolution: 440-23

File Number: ID-5914

Enactment Number: 440-23

RESOLUTION INTRODUCED BY HEALTH AND HUMAN SERVICES COMMITTEE TO AUTHORIZE AGREEMENTS FOR THE OPERATION OF WARMING CENTERS LOCATED IN MONTICELLO AND LIBERTY

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

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

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: Reviewed response of the request for proposal with Director of Purchasing and awarding contract to contractor for operations of warming centers.

WHEREAS, the County of Sullivan, through the Department of Social Services, coordinates the operation of the County's Warming Centers during months of cold temperatures to provide a safe and warm space for residents in need; and

WHEREAS, a request for Proposal, R-23-33, was issued for the operation of the warming centers the Department of Social Services recommends that contracts be executed with the following proposers:

1. St. John's Episcopal Church at a not to exceed amount of \$33,000
2. Liberty United Methodist Church at a not to exceed amount of \$36,000
3. New Beginnings Community Worship Center, Inc. at a not to exceed amount of \$46,000
4. Federation for the Homeless at a not to exceed amount of \$120,000

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be hereby authorized to execute Agreements with the proposers and they're not to exceed amounts noted above, for the period of October 1, 20 through September 30, 2024. These agreements may be extended on a yearly basis, for an additional four (4) years; and

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

I, AnnMarie Martin, certify that this is a true copy of Enactment Number 440-23, passed by the County Legislature on 11/22/2023.

Attest:

AnnMarie Martin

11/22/23

Date Certified



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6767

Agenda Date: 9/19/2024

Agenda #: 42.

Narrative of Resolution:

To Appoint Leroy Cordero Floyd III, MD, MBA, CPE, FACP, FHM to the Health Services Advisory Board for the Department of Public Health

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

Amount to be authorized by Resolution:

Are funds already budgeted? No

Specify Compliance with Procurement Procedures:

Introduced by Executive Committee to Appoint Leroy Cordero Floyd III, MD, MBA, CPE, FACP, FHM to the Health Services Advisory Board for the Department of Public Health

WHEREAS, Section 357 of the Public Health Law mandates that two members of the Health Services Advisory Board (HSAB) be licensed physicians, with the remaining seven to be known public members selected on the basis of their interest and knowledge regarding health needs, resources and facilities of the community, and

WHEREAS, pursuant to Section 357 of Public Health Law, Health Services Advisory Board members shall have fixed terms of four (4) years except three initial appointments shall be two (2) years and three initial appointments shall be three (3) years, which shall be deemed to run from the first day of the year in which the appointment was made, and

WHEREAS, pursuant to Section 357 of the Public Health Law, Health Services Advisory Board members may not serve for more than two terms consecutively; and

WHEREAS, Leroy Cordero Floyd III, MD, MBA, CPE, FACP, FHM has expressed interest in serving on the Health Services Advisory Board; and

WHEREAS, the Health Services Advisory Board members have discussed and recommend to the legislature that Leroy Cordero Floyd III, MD, MBA, CPE, FACP, FHM be appointed based on experience and qualifications in public health and community health, have reviewed the need for representation on the board this is reflective of the current needs of the Department of Public Health; and

NOW, THEREFORE, BE IT RESOLVED, that Leroy Cordero Floyd III, MD, MBA, CPE, FACP, FHM now be *appointed* to his initial appointment of a three (3) year term on the Health Services Advisory Board per Public Health Law for the term of January 1, 2024 through December 31, 2026.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6770

Agenda Date: 9/19/2024

Agenda #: 43.

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: \$5,000

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

Applicant	Award Recommendation	Award Recommendation
Mountaindale Fire Department First Aid Squad Inc.	Equipment (Legislator District 7)	\$5,000
Bethel Local Development Corporation	Restore 6 Town Welcome Signs that serve as a Gateway promoting economic development	\$2,725



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6772

Agenda Date: 9/19/2024

Agenda #: 44.

Narrative of Resolution:

To amend Resolution No. 223-24

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:

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO AMEND RESOLUTION NO. 223-24 REGARDING LAKE COMMUNITIES ALLIANCE NY, INC.

WHEREAS, the Sullivan County Legislature adopted Resolution No. 223-24 on April 18, 2024 authorizing funding for the Lake Communities Alliance NY, Inc. the amount of \$3,800 from District 9 Legislator; and

WHEREAS, there is a need to amend the resolution to reflect the proper “award recommendations”; and

WHEREAS, the proper description should state “offset the cost to conduct mailings and paperwork needed” with a dollar amount of \$3,800.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby amends Resolution No. 223-24 to reflect the award recommendation to be “offset the cost to conduct mailings and paperwork needed” with a dollar amount of \$3,800.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6774

Agenda Date: 9/19/2024

Agenda #: 45.

Narrative of Resolution:

Amend Resolution No. 376-22

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

Amount to be authorized by Resolution: \$7,941.00

Are funds already budgeted? No

Specify Compliance with Procurement Procedures: n/a

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AMEND RESOLUTION NUMBER 376-22 AND AUTHORIZE A MODIFICATION AGREEMENT WITH ROLLING V BUS CORPORATION

WHEREAS, pursuant to Resolution No. 204-19, the County entered into a Transit System Opportunity with Rolling V Bus Corporation for the provision of “Move Sullivan” for Routes A & B with complimentary paratransit services; and

WHEREAS, pursuant to Resolution No. 307-22, the County authorized the bus services beginning August 1, 2022 and modified the agreement to include two new routes (Routes C & D) with complementary paratransit services as well as authorized the County to finance the cost of each route through December 31, 2023; and

WHEREAS, pursuant to Resolution No. 376-22, the County modified the original agreement for all four routes with amounts not to exceed \$1,186,951 (A & B total amount not to exceed \$555,951 and C & D total amount not to exceed \$631,000); and

WHEREAS, due to an increase in paratransit services the finalized ridership figures for Routes A&B requires an increase by \$14,088, and

WHEREAS, Routes C&D can be decreased by \$6,147 leaving funds needed from the General fund in the amount of \$7,941 to cover the outstanding balance in Routes A & B.

NOW, THEREFORE, BE IT RESOLVED, the County Manager is hereby authorized to continue to defray the cost for ridership and to execute a modification agreement with Rolling V Bus Corporation for a total amount not to exceed \$1,194,892 for the one-year period July 1, 2023 through June 30, 2024.

BE IT FURTHER RESOLVED, that said agreement shall be in such a form as approved by the County Attorney.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6775

Agenda Date: 9/19/2024

Agenda #: 46.

Narrative of Resolution:

Modify Resolution No. 386-23

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

Amount to be authorized by Resolution: 19326

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO MODIFY RESOLUTION 386-23 REGARDING EAP

WHEREAS, Resolution #386-23 was approved by the Sullivan County Legislature on 9/21/2023, authorizing execution of an agreement with Employee Services, LLC dba ESI Employee Assistance Group, with an address of 55 Chamberlain Street, Wellsville, New York 14895, in accordance with #R-23-27; Employee Assistance Program Services for the period October 1, 2023 through September 30, 2024, with the option to extend on a yearly basis for four (4) additional consecutive years; and

WHEREAS, the Department of Human Resources proposes an extension of EAP services for the period of October 1, 2024 through September 30, 2025, at a cost not to exceed \$19,326.00, with the option to extend on a yearly basis for three (3) additional consecutive years at a cost not to exceed \$19,326.00 per annual extension.

NOW, THEREFORE, BE IT RESOLVED that the County Manager is authorized to sign a modification agreement extending EAP services for the period October 1, 2024 through September 30, 2025, at a cost not to exceed \$19,326.00, with the option to extend on a yearly basis for three (3) additional consecutive years at a cost not to exceed \$19,326.00 per annual extension.

BE IT FURTHER RESOLVED, that any and all agreement be approved to form by the Sullivan County Attorney's Office.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6776

Agenda Date: 9/19/2024

Agenda #: 47.

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO ACCEPT/REJECT BIDS FROM THE SEPTEMBER 2024 REAL PROPERTY AUCTION

WHEREAS, the Sullivan County Legislature authorized auctions to be conducted by Absolute Auctions and Realty, Inc. for real property acquired by virtue of the In Rem tax foreclosure proceedings, and

WHEREAS, Absolute Auctions and Realty, Inc. conducted an auction on September 11, 2024 and

WHEREAS, by the Terms of Sale, the County reserved the right to withdraw any property listed in the notice of sale from the auction and further required that all such bids at the auction be approved or rejected by the Sullivan County Legislature, and

WHEREAS, the Real Property Advisory Board recommends all bids made at said auction be accepted, and

WHEREAS, the successful bidders will have until 5:00 p.m. on Friday, October 11, 2024, pursuant to the terms and conditions of the auction, to pay the balance due to the Sullivan County Treasurer’s Office or any deposit remitted will be forfeited, and

WHEREAS, the successful bidders must purchase all parcels they were the successful bidders for, and

WHEREAS, if the successful bidder(s) do not remit the balance of the bid amount by Friday, October 11, 2024, pursuant to the terms and conditions of the auction, the parcels will be reoffered for sale to the second bidders, and the deposit(s) will be forfeited, and

NOW, THEREFORE, BE IT RESOLVED, the bids recorded at the real property auction held on September 11, 2024 are hereby accepted and the Chairman of the Sullivan County Legislature is hereby authorized and directed to execute the necessary documents to convey such title to the successful bidder, or to the party to whom conveyance shall be made, and

BE IT FURTHER RESOLVED, the Sullivan County Treasurer is authorized to forfeit and retain any deposits made on bids that are not paid in full on or before 5:00 p.m. on October 11, 2024, pursuant to the terms and conditions of the 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:

n/a



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6781

Agenda Date: 9/19/2024

Agenda #: 48.

Narrative of Resolution:

Adopt an Updated Guide for Reimbursement of Employees' Travel Expenses Policy

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

Amount to be authorized by Resolution: \$0

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO ADOPT AN UPDATED GUIDE FOR REIMBURSEMENT OF EMPLOYEES' TRAVEL EXPENSES POLICY

WHEREAS, the County of Sullivan amended the Guide for Reimbursement of Employees' Travel Expense in June 2016 to comply with the Internal Revenue Service (IRS) guidelines; and

WHEREAS, since this adoption of the policy, the meal reimbursement rate has not been increased; and

WHEREAS, the County Manager's Office and the County Auditor's Office have compared other localities reimbursement rates and have updated the attached policy to reflect proposed rates; and

WHEREAS, the current reimbursement rates are as followed:

Breakfast \$10, Lunch \$15 and Dinner \$25; and

WHEREAS, the proposed reimbursement rates are as followed:

Breakfast \$15, Lunch \$20 and Dinner \$35

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby adopts the attached Guide to Reimbursement of Employees Travel Expense Policy effective September 1, 2024.

Section 1. General

This Guide to Reimbursement of Employees' Travel Expenses will outline what expenditures may be considered to be a County charge. It will also clearly delineate which reimbursable expenses are taxable according to the Internal Revenue Service (IRS) and which are non-taxable. Taxable reimbursable expenses must be reported on the employee's W-2.

A. Procedure for Filing Mileage/Travel Reimbursement Claims

1. Employee mileage/travel expenses for which reimbursement is being requested must be presented on a standardized County Travel Voucher. Claims for mileage reimbursement must show true odometer readings. All other expenses, including but not limited to lodging, parking, tolls, public transportation, including common carriers, and meals, should be accurately itemized and documented with appropriate receipts and/or other pertinent documentation. Please note: meals require an **itemized** receipt and reasonable tipping will be allowed. (See Section 3A. Meal Reimbursement)
2. Claims should be submitted on a monthly basis; however **must** be submitted within 60 days of the date the expense was incurred. (See Section 2. Accountable Plan) Reimbursements will still be made to the employee if submitted after 60 days of the date the expense was incurred; however, the reimbursement will become taxable, processed through payroll and create potential significant tax consequences for the employee.
3. All travel vouchers will be audited. Any amount deemed to be taxable according to IRS regulations shall be electronically scanned by the Office of Audit and Control and sent to the Payroll Department for processing. The employee will receive this scan as well via email.

B. Fraudulent Bills or Claims

The County reserves the right to prosecute fraudulent claims to the fullest extent of the law. In addition to other statutes, local laws and rules that may be relevant, please note:

1. *"A person is guilty of offering a false instrument for filing in the first degree when, knowing that a written instrument contains a false statement or false information, and with intent to defraud the state or any political subdivision thereof, he offers or presents it to a public office or public servant with the knowledge or belief that it will become a part of the records of such public office or public servant."*
2. "Offering a false instrument for filing in the first degree is a Class E Felony" (Penal Law, Section 175.35)

C. Relevant Provisions of Law

As required by Internal Revenue Code, County Law, Sections 203 and 369, General Municipal Law, Section 77-b, and County Administrative Code A9-3. Claims for travel expenditures should indicate the reason for the travel and/or expenses along with the authorization for incurring such expenditures. Prior written approval must be obtained via the "Request to Attend Form".

D. Request to Attend

1. A "Request to Attend" is required for any employee to travel either outside of the County of Sullivan or when any expense is incurred for said travel to attend seminars, workshops, conventions, conferences, meetings, schools, etc. A Request to Attend is not required for travel for an employee to carry out his/her duties as required by their position, i.e. investigations, court appearances, etc. A Request to Attend is not required when travel is within Sullivan County and has no cost for which an employee would seek reimbursement. An employee must get prior-approval from their Department Head before any travel not requiring a Request to Attend.
2. A Request to Attend must identify the purpose of the travel, whether the travel is mandated, and how the employee or County will benefit by attending the seminar, workshop, convention, conference, meeting, school, etc. The request must also identify whether the employee(s) will receive a certificate, continuing education credits, or any other professional development designation or value associated with the seminar, workshop, convention, conference, meeting, school, etc.
3. The Request to Attend must be approved and signed by the employee's Department Head, Division Head, and the County Manager or designee. Total estimated cost and local share costs must be submitted with every Request to Attend.
 - a. All incidental charges incurred during the course of travel that were not anticipated or previously known, i.e. parking, tolls, special fees, etc. may be paid upon the discretion of the County Auditor, with documented receipts, without approval from the County Manager or designee up to \$25 per trip.
 - b. In the event that the additional expenses exceed \$25, additional approval from the County Manager or designee is required.

Section 2. Accountable Plan

An “accountable plan” is an I.R.S. reimbursement policy under which amounts are nontaxable to the recipient *only if ALL* of the following requirements are met. If these criteria are not met, the reimbursement will become **taxable** to the employee.

A. There must be a *business connection to the expense*.

1. Business Connection - There must be a business purpose for an employee’s travel that can be supported by documentary evidence in order to consider treating the reimbursement of travel expenses. Further, to meet the business connection requirement of an *accountable plan*, travel expense reimbursements other than mileage are only nontaxable to the extent that the expenses are incurred when the employee is *away from home* as defined by the IRS.
2. Away From Home (aka in “travel status”)- In order for a reimbursement of an expense for business travel to be excluded from income, including meals and lodging, the employee must travel *away from home* for official business. Employees are considered to be in travel status if their business duties require them to be away from home for longer than an ordinary day's work and, during that time, they need substantial sleep or rest in order to meet the demands of employment. Employees must obtain appropriate approvals prior to traveling for an assignment (See, Request to Attend).

B. There must be adequate accounting by the recipient within a reasonable period of time. IRS Safe Harbor rules for a reasonable period of time indicate the reimbursement must be substantiated within 60 days of the date the expense was incurred.

- I.* Substantiation Requirements: IRS substantiation requirements provide that the employee must document the date, time, place, amount, and business purpose of expenses. Employees should have documentary evidence, such as bills, itemized receipts, canceled checks, or similar documentation to support their claimed expenses.

C. If applicable, excess reimbursements must be returned to the County within a reasonable period of time. IRS “Safe Harbor” rules for a reasonable period of time indicate the excess reimbursements must be repaid within 120 days of the date the expense was incurred.

Section 3. Expenses

A. Meal Reimbursement

1. Any meal reimbursement for an employee who does not have overnight travel is a taxable fringe benefit according to the IRS and must be reported as wages on Form W-2.
2. Day Trip Reimbursement. Travelers may be reimbursed for lunch for day trips when traveling **outside of the County**. Travelers are entitled to reimbursement for breakfast if they have to leave at least two hours before their normal work start time, and/or for dinner if they return at least two hours later than their normal work ending time. Vouchers for meals must state the purpose of the travel, and in cases of a voucher for multiple meals, the voucher must state the names of the individuals who received each meal.
3. Meal limits. Based on the County's past practice and interpretation of actual and necessary expenses, the maximum amount of reimbursement per meals is as follows:
 - a. Breakfast \$15.00
 - b. Lunch \$20.00
 - c. Dinner \$35.00

Exceptions to meal limits may be made under limited special circumstances, at the discretion of the County Auditor.

4. Reasonable tipping will be allowed when properly documented. In no event shall it exceed 20% of the meal or 20% of the maximum amount of the meal reimbursement listed above, whichever is less.

B. Meal Allowance

1. Any employee designated by his/her Department Head to report to work prior to such employee's regular workday or so designated to continue to work after the end of his normal work day may be paid a meal allowance when so provided by the employee's work agreement.
2. Travel is not required for an employee to receive a meal allowance but it will be treated as a taxable fringe benefit.
3. Employees may not receive an allowance and a reimbursement for the same meal.

C. Mileage Reimbursement

1. In general, an employee shall receive mileage reimbursement for official travel only to the extent that the total miles travelled exceed the total round trip miles of commutation. Commuting mileage is defined as the number of miles travelled by an employee to and from the employee's residence and the employee's official work station. Commuting mileage is generally not reimbursed; however, to the extent it is, payment of commuting mileage is taxable according to the IRS regulations.

2. Official Work Station.

The employee's official work station is the main office or branch office to which an employee is assigned to report to work. The official work station is designated by the Department Head and the designation must be in the best interest of the County. The

purpose of an official work station is to establish when the employee is in travel status and eligible for reimbursement of travel expenses. Travel between the employee's home and official work station is considered commuting and is generally not reimbursable. The employee's home is considered to be in the city or town in which the employee primarily resides when working at his/her official station. If an employee works at more than one location, the department will designate the employee's official work station to be where he/she normally conducts business (i.e., the place where the employee works more time than any other work location). While a department can still make a designation in the best interest of the County, if a department assigns an official station that is not an employee's main place of business, there may be tax reporting obligations on the part of the County and potentially significant tax consequences for the employee.

3. Official travel mileage shall be computed along the most direct route possible with the employee bearing the expense of any extra mileage for travel by an indirect route.
4. Special Rule.
 - a. Official travel by an employee who has been designated by the Personnel Officer as a field employee; **OR**
 - b. An employee that uses his/her privately owned or leased automobile to transport a person other than a County employee to a hospital, court, home or other facility on the County's behalf; **OR**
 - c. Travel is required by the employee's Department Head to work
 - i. other than during the employee's normal work week, **OR**
 - ii. other than during the employee's normal work day (see below) **AND** at other than the employees official work station

shall receive mileage reimbursement without deduction for commutation. If required to work other than the normal work day, an employee must have left for/arrived home from work more than one hour prior to/after their normal leave/arrival time in order to receive commutation mileage. However, any amount of commutation mileage that is reimbursed shall be a taxable fringe benefit according to IRS regulations. For field employees, this means reimbursement for daily travel between the employee's residence and the first and/or last work location, other than their official work station, are taxable.

D. Other Expenses.

1. Only actual, reasonable and necessary business-related expenses, such as lodging, registration fees, etc. will be reimbursed, and such expenses must be properly itemized with supporting documentation attached to the travel voucher. When meals and/or lodging are provided as part of a conference for which attendance has been approved, additional reimbursement is not permitted for those items.
2. Non-business related expenses including but not limited to: speeding fines, parking tickets, laundry, entertainment (e.g., theater tickets, in-room movies), other personal charges or alcoholic beverages will not be reimbursed.

Section 4. Transportation

A. County-Owned Vehicles

1. A County owned vehicle, if available, must be utilized by all County employees for any travel. The County Manager will not approve a Request to Attend and the Office of Audit and Control is not authorized to process claims for mileage unless the Division of Public Works (DPW) certifies that an appropriate County vehicle was not available. Please note, if there is a medical need or special circumstances that a County owned vehicle cannot be utilized by an employee for travel, prior approval must be given by the County Manager or designee.
2. If a County vehicle is available, vehicles should be fueled up at one of the County locations. When traveling a far distance, a gas credit card should be requested from the Division of Public Works. There is a separate policy for the use of these cards which must be followed. A reasonable purchase of gasoline to get the vehicle to a County location to be fueled up may be approved.
3. Other necessary and/or emergency expenses incurred while using a County vehicle for business purposes may be reimbursed, if justified. Please note, before incurring any out of the ordinary expense, the Department of Public Works should be contacted for approval.
4. A daily use record log shall be maintained for all County vehicles, except for Sheriff's Department and Department Heads' vehicles. Daily use log forms are available from the Department of Public Works. These forms should be maintained on a daily basis and forwarded to DPW monthly within 10 days after the end of each month. Certain revised forms may be approved by the County Manager for departmental use.

B. Common Carrier

Often times the most efficient and cost effective method of transportation is using a common carrier such as a train, bus, taxicab or airplane. Common carrier should be used when appropriate.

C. Personal Vehicle

A personal vehicle may be used for County business purposes when a County vehicle or common carrier is not available, is not cost effective, or is otherwise not feasible. Mileage reimbursement rates are determined by the IRS.

1. Claims must indicate the date and points of travel and be supported by a properly completed statement of auto travel which includes actual odometer readings.
2. Charges for gasoline, oil, accessories, repairs, depreciation, anti-freeze, towing, insurance and other expenditures will not be allowed. These are considered operational costs and are factored into the mileage reimbursement rate.

Section 1. General

This Guide to Reimbursement of Employees' Travel Expenses will outline what expenditures may be considered to be a County charge. It will also clearly delineate which reimbursable expenses are taxable according to the Internal Revenue Service (IRS) and which are non-taxable. Taxable reimbursable expenses must be reported on the employee's W-2.

A. Procedure for Filing Mileage/Travel Reimbursement Claims

1. Employee mileage/travel expenses for which reimbursement is being requested must be presented on a standardized County Travel Voucher. Claims for mileage reimbursement must show true odometer readings. All other expenses, including but not limited to lodging, parking, tolls, public transportation, including common carriers, and meals, should be accurately itemized and documented with appropriate receipts and/or other pertinent documentation. Please note: meals require an **itemized** receipt and reasonable tipping will be allowed. (See Section 3A. Meal Reimbursement)
2. Claims should be submitted on a monthly basis; however **must** be submitted within 60 days of the date the expense was incurred. (See Section 2. Accountable Plan) Reimbursements will still be made to the employee if submitted after 60 days of the date the expense was incurred; however, the reimbursement will become taxable, processed through payroll and create potential significant tax consequences for the employee.
3. All travel vouchers will be audited. Any amount deemed to be taxable according to IRS regulations shall be electronically scanned by the Office of Audit and Control and sent to the Payroll Department for processing. The employee will receive this scan as well via email.

B. Fraudulent Bills or Claims

The County reserves the right to prosecute fraudulent claims to the fullest extent of the law. In addition to other statutes, local laws and rules that may be relevant, please note:

1. *"A person is guilty of offering a false instrument for filing in the first degree when, knowing that a written instrument contains a false statement or false information, and with intent to defraud the state or any political subdivision thereof, he offers or presents it to a public office or public servant with the knowledge or belief that it will become a part of the records of such public office or public servant."*
2. "Offering a false instrument for filing in the first degree is a Class E Felony" (Penal Law, Section 175.35)

C. Relevant Provisions of Law

As required by Internal Revenue Code, County Law, Sections 203 and 369, General Municipal Law, Section 77-b, and County Administrative Code A9-3. Claims for travel expenditures should indicate the reason for the travel and/or expenses along with the authorization for incurring such expenditures. Prior written approval must be obtained via the "Request to Attend Form".

D. Request to Attend

1. A "Request to Attend" is required for any employee to travel either outside of the County of Sullivan or when any expense is incurred for said travel to attend seminars, workshops, conventions, conferences, meetings, schools, etc. A Request to Attend is not required for travel for an employee to carry out his/her duties as required by their position, i.e. investigations, court appearances, etc. A Request to Attend is not required when travel is within Sullivan County and has no cost for which an employee would seek reimbursement. An employee must get prior-approval from their Department Head before any travel not requiring a Request to Attend.
2. A Request to Attend must identify the purpose of the travel, whether the travel is mandated, and how the employee or County will benefit by attending the seminar, workshop, convention, conference, meeting, school, etc. The request must also identify whether the employee(s) will receive a certificate, continuing education credits, or any other professional development designation or value associated with the seminar, workshop, convention, conference, meeting, school, etc.
3. The Request to Attend must be approved and signed by the employee's Department Head, Division Head, and the County Manager or designee. Total estimated cost and local share costs must be submitted with every Request to Attend.
 - a. All incidental charges incurred during the course of travel that were not anticipated or previously known, i.e. parking, tolls, special fees, etc. may be paid upon the discretion of the County Auditor, with documented receipts, without approval from the County Manager or designee up to \$25 per trip.
 - b. In the event that the additional expenses exceed \$25, additional approval from the County Manager or designee is required.

Section 2. Accountable Plan

An “accountable plan” is an I.R.S. reimbursement policy under which amounts are nontaxable to the recipient *only if ALL* of the following requirements are met. If these criteria are not met, the reimbursement will become **taxable** to the employee.

A. There must be a *business connection to the expense*.

1. Business Connection - There must be a business purpose for an employee’s travel that can be supported by documentary evidence in order to consider treating the reimbursement of travel expenses. Further, to meet the business connection requirement of an *accountable plan*, travel expense reimbursements other than mileage are only nontaxable to the extent that the expenses are incurred when the employee is *away from home* as defined by the IRS.
2. Away From Home (aka in “travel status”)- In order for a reimbursement of an expense for business travel to be excluded from income, including meals and lodging, the employee must travel *away from home* for official business. Employees are considered to be in travel status if their business duties require them to be away from home for longer than an ordinary day's work and, during that time, they need substantial sleep or rest in order to meet the demands of employment. Employees must obtain appropriate approvals prior to traveling for an assignment (See, Request to Attend).

B. There must be adequate accounting by the recipient within a reasonable period of time. IRS Safe Harbor rules for a reasonable period of time indicate the reimbursement must be substantiated within 60 days of the date the expense was incurred.

- I.* Substantiation Requirements: IRS substantiation requirements provide that the employee must document the date, time, place, amount, and business purpose of expenses. Employees should have documentary evidence, such as bills, itemized receipts, canceled checks, or similar documentation to support their claimed expenses.

C. If applicable, excess reimbursements must be returned to the County within a reasonable period of time. IRS “Safe Harbor” rules for a reasonable period of time indicate the excess reimbursements must be repaid within 120 days of the date the expense was incurred.

Section 3. Expenses

A. Meal Reimbursement

1. Any meal reimbursement for an employee who does not have overnight travel is a taxable fringe benefit according to the IRS and must be reported as wages on Form W-2.
2. Day Trip Reimbursement. Travelers may be reimbursed for lunch for day trips when traveling **outside of the County**. Travelers are entitled to reimbursement for breakfast if they have to leave at least two hours before their normal work start time, and/or for dinner if they return at least two hours later than their normal work ending time. Vouchers for meals must state the purpose of the travel, and in cases of a voucher for multiple meals, the voucher must state the names of the individuals who received each meal.
3. Meal limits. Based on the County's past practice and interpretation of actual and necessary expenses, the maximum amount of reimbursement per meals is as follows:
 - a. Breakfast \$15.00
 - b. Lunch \$20.00
 - c. Dinner \$35.00

Exceptions to meal limits may be made under limited special circumstances, at the discretion of the County Auditor.

4. Reasonable tipping will be allowed when properly documented. In no event shall it exceed 20% of the meal or 20% of the maximum amount of the meal reimbursement listed above, whichever is less.

B. Meal Allowance

1. Any employee designated by his/her Department Head to report to work prior to such employee's regular workday or so designated to continue to work after the end of his normal work day may be paid a meal allowance when so provided by the employee's work agreement.
2. Travel is not required for an employee to receive a meal allowance but it will be treated as a taxable fringe benefit.
3. Employees may not receive an allowance and a reimbursement for the same meal.

C. Mileage Reimbursement

1. In general, an employee shall receive mileage reimbursement for official travel only to the extent that the total miles travelled exceed the total round trip miles of commutation. Commuting mileage is defined as the number of miles travelled by an employee to and from the employee's residence and the employee's official work station. Commuting mileage is generally not reimbursed; however, to the extent it is, payment of commuting mileage is taxable according to the IRS regulations.

2. Official Work Station.

The employee's official work station is the main office or branch office to which an employee is assigned to report to work. The official work station is designated by the Department Head and the designation must be in the best interest of the County. The

purpose of an official work station is to establish when the employee is in travel status and eligible for reimbursement of travel expenses. Travel between the employee's home and official work station is considered commuting and is generally not reimbursable. The employee's home is considered to be in the city or town in which the employee primarily resides when working at his/her official station. If an employee works at more than one location, the department will designate the employee's official work station to be where he/she normally conducts business (i.e., the place where the employee works more time than any other work location). While a department can still make a designation in the best interest of the County, if a department assigns an official station that is not an employee's main place of business, there may be tax reporting obligations on the part of the County and potentially significant tax consequences for the employee.

3. Official travel mileage shall be computed along the most direct route possible with the employee bearing the expense of any extra mileage for travel by an indirect route.
4. Special Rule.
 - a. Official travel by an employee who has been designated by the Personnel Officer as a field employee; **OR**
 - b. An employee that uses his/her privately owned or leased automobile to transport a person other than a County employee to a hospital, court, home or other facility on the County's behalf; **OR**
 - c. Travel is required by the employee's Department Head to work
 - i. other than during the employee's normal work week, **OR**
 - ii. other than during the employee's normal work day (see below) **AND** at other than the employees official work station

shall receive mileage reimbursement without deduction for commutation. If required to work other than the normal work day, an employee must have left for/arrived home from work more than one hour prior to/after their normal leave/arrival time in order to receive commutation mileage. However, any amount of commutation mileage that is reimbursed shall be a taxable fringe benefit according to IRS regulations. For field employees, this means reimbursement for daily travel between the employee's residence and the first and/or last work location, other than their official work station, are taxable.

D. Other Expenses.

1. Only actual, reasonable and necessary business-related expenses, such as lodging, registration fees, etc. will be reimbursed, and such expenses must be properly itemized with supporting documentation attached to the travel voucher. When meals and/or lodging are provided as part of a conference for which attendance has been approved, additional reimbursement is not permitted for those items.
2. Non-business related expenses including but not limited to: speeding fines, parking tickets, laundry, entertainment (e.g., theater tickets, in-room movies), other personal charges or alcoholic beverages will not be reimbursed.

Section 4. Transportation

A. County-Owned Vehicles

1. A County owned vehicle, if available, must be utilized by all County employees for any travel. The County Manager will not approve a Request to Attend and the Office of Audit and Control is not authorized to process claims for mileage unless the Division of Public Works (DPW) certifies that an appropriate County vehicle was not available. Please note, if there is a medical need or special circumstances that a County owned vehicle cannot be utilized by an employee for travel, prior approval must be given by the County Manager or designee.
2. If a County vehicle is available, vehicles should be fueled up at one of the County locations. When traveling a far distance, a gas credit card should be requested from the Division of Public Works. There is a separate policy for the use of these cards which must be followed. A reasonable purchase of gasoline to get the vehicle to a County location to be fueled up may be approved.
3. Other necessary and/or emergency expenses incurred while using a County vehicle for business purposes may be reimbursed, if justified. Please note, before incurring any out of the ordinary expense, the Department of Public Works should be contacted for approval.
4. A daily use record log shall be maintained for all County vehicles, except for Sheriff's Department and Department Heads' vehicles. Daily use log forms are available from the Department of Public Works. These forms should be maintained on a daily basis and forwarded to DPW monthly within 10 days after the end of each month. Certain revised forms may be approved by the County Manager for departmental use.

B. Common Carrier

Often times the most efficient and cost effective method of transportation is using a common carrier such as a train, bus, taxicab or airplane. Common carrier should be used when appropriate.

C. Personal Vehicle

A personal vehicle may be used for County business purposes when a County vehicle or common carrier is not available, is not cost effective, or is otherwise not feasible. Mileage reimbursement rates are determined by the IRS.

1. Claims must indicate the date and points of travel and be supported by a properly completed statement of auto travel which includes actual odometer readings.
2. Charges for gasoline, oil, accessories, repairs, depreciation, anti-freeze, towing, insurance and other expenditures will not be allowed. These are considered operational costs and are factored into the mileage reimbursement rate.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6782

Agenda Date: 9/19/2024

Agenda #: 49.

Narrative of Resolution:

Adopt a Proposed Local Law to Amend the Sullivan County Administrative Code regarding Investigation of Alleged Ethics Violations and Advisory Opinions

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 NO. INTRODUCED BY THE EXECUTIVE COMMITTEE TO ADOPT A PROPOSED LOCAL LAW ENTITLED “A LOCAL LAW TO AMEND THE SULLIVAN COUNTY ADMINISTRATIVE CODE REGARDING § A8A-4. INVESTIGATION OF ALLEGED ETHICS VIOLATIONS AND ADVISORY OPINIONS

WHEREAS, proposed Local Law entitled “A Local Law to Amend the Sullivan County Administrative Code Regarding Investigation of Alleged Ethics Violations and Advisory Opinions” was presented to the Sullivan County Legislature at a meeting held on August 15, 2024 and September 19, 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 hearings having been held on August 15, 2024 and September 19, 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 the Sullivan County Administrative Code Regarding Investigation of Alleged Ethics Violations and Advisory Opinions” in accordance with the Municipal Home Rule Law of New York State, which Local Law is annexed hereto and made a part hereof.

1 **§ A8A-4. Investigation of alleged violations; advisory opinions.**

2 Complaints. Upon receipt of a sworn complaint of a person alleging a violation of this article,
3 or upon the Board of Ethics determining on its own initiative that a violation of this article may
4 exist, if the complaint is against an elected County official, or a member of the Board of Ethics,
5 it shall be referred to outside, Independent Counsel for investigation and determination, all
6 other complaints shall be referred to the Board of Ethics and the Board of Ethics shall have the
7 power and duty to undertake an investigation to determine whether a violation has occurred by
8 and/or against a non-elected County official or employee of the County. Independent Counsel
9 shall be bound by the same time frames provided below for the Board of Ethics.

10 A. In the event a proceeding is commenced by sworn complaint, the Board shall, within 60
11 business days, review the allegations and supporting documentation and determine whether
12 or not a violation of this article has been alleged and/or if the complaint falls within the
13 prohibitions of this article. The 60 business days may be extended by agreement between
14 the Board of Ethics and the complainant. To the extent circumstances require an expedited
15 review of a complaint, the Board shall endeavor to provide its initial determination to the
16 complainant within a reasonable, expedited time frame. The Board shall render its initial
17 determination by majority vote. In the event the Board determines that the complaint does
18 not allege a violation of this article, the complaint shall be dismissed and simple notice of
19 the complaint and of its dismissal, without further detail, shall be mailed to the
20 complainant. The complaint and the determination shall be sealed and not available to any
21 person not a member of the Board of Ethics. The complaint and Ethics Board
22 determination is confidential and shall not be shared by the complainant with any person
23 not a member of the Board of Ethics.

24 B. In the event a member of the Board of Ethics raises the possibility of a violation by a non-
25 elected County official, the Board shall first determine, by majority vote, whether the
26 alleged conduct, if undertaken, would constitute a violation of this article. In the event the
27 Board determines that the conduct would not constitute a violation of this article, it shall
28 render a written determination. The complaint, preliminary investigation and
29 determination shall be sealed and not available to any person not a member of the Board
30 of Ethics.

31 C. Upon the review set forth in Subsection A above, in the event the Board determines that
32 any element of the complaint, if true, would constitute a violation of this article, it shall
33 provide written notification to the subject of the complaint within five business days. The
34 notification shall identify the complainant, describe the alleged violation and provide 15
35 business days in which the subject of the complaint may submit a sworn, written response
36 setting forth information and/or documentation sufficient to address the alleged violation.
37 The Board's notification shall also inform the subject of the complaint of its rules regarding
38 the conduct of adjudicatory proceedings, appeals, and the due process procedural
39 mechanisms available to such individual.

40 (1) In the event the Board of Ethics determines at any stage of the proceeding that the
41 proof presented does not demonstrate that a violation has occurred, or that there is no
42 violation or that any potential conflict of interest or violation has been rectified, it
43 shall, within 15 business days, provide written notice to the subject of the complaint

44 and the complainant. The foregoing notice of determination shall be confidential,
45 except the subject of the complaint may, in defense of any claim made against him/her,
46 disclose the determination of the Board.

47 (2) Upon review of the complaint and of any information or documentation provided by
48 the subject of the complaint, a further investigation to determine whether reasonable
49 cause exists to believe a violation has occurred shall be commenced and completed
50 within 30 days, unless circumstances require a shorter or longer period of time. In the
51 event the Board requires more than 30 days to complete its investigation, it shall
52 provide notice of same to the complainant and the subject of the complaint.
53

54 (3) In the event the Board determines there is reasonable cause to believe a violation has
55 occurred, it shall provide written notice of reasonable cause to the subject of the
56 complaint and to the complainant. In the case of a ~~non-elected~~ County official or
57 employee, the Board shall also provide written notice to the appointing authority for
58 such person, ~~and, in the case of a County elected official, written notice to the Chair~~
59 ~~of the County Legislature. In the event of a conflict with the Chair, then notice shall~~
60 ~~be given to the Vice Chair.~~ Such determination of reasonable cause shall not be
61 disclosed or made public unless required by Public Officers Law or for use in a
62 disciplinary proceeding or a proceeding under this article involving the subject of the
63 complaint or another County official.
64

65 (4) ~~In the event Independent Counsel determines there is reasonable cause to believe a~~
66 ~~violation has occurred by and/or against an elected County official, or a member of~~
67 ~~the Board of Ethics, it shall provide written notice of reasonable cause to the subject~~
68 ~~of the complaint and to the complainant. In the case of an elected County official,~~
69 ~~Independent Counsel shall also provide written notice to the Chair of the County~~
70 ~~Legislature. In the event of a conflict with the Chair, then notice shall be given to the~~
71 ~~Vice Chair. Such determination of reasonable cause shall not be disclosed or made~~
72 ~~public unless required by Public Officers Law or for use in a disciplinary proceeding~~
73 ~~or a proceeding under this article involving the subject of the complaint or another~~
74 ~~elected County official or non-elected County official.~~
75

76 (5) Once reasonable cause has been established, the Board of Ethics shall schedule a
77 formal hearing, to be held within 60 days, at which the subject of the complaint is
78 entitled to legal representation of his or her own choosing and at his or her own
79 expense. Testimony shall be taken under oath and the proceeding shall be recorded.
80 The Board shall issue a decision containing specific findings within 30 days of the
81 completion of the hearing. A copy of the decision shall be served by certified mail on
82 the subject of the complaint or his or her legal representative, the complainant, and the
83 Clerk of the Legislature. The decision of the Board of Ethics shall not be confidential.
84

85 D. Dispositions. The Board shall state, in writing, the disposition of every sworn complaint it
86 receives and of every investigation it conducts and shall set forth the reasons for the
87 disposition. The report shall be made in accordance with § A8A-3F, subject to the
88 confidentiality requirements set forth herein.

89 E. Advisory opinions.

90 (1) An elected County official, a non-elected County official or employee or other
91 government official may request an advisory opinion from the Board of Ethics prior to
92 that elected County official, non-elected County official or employee or other
93 government official engaging in any behavior which he or she reasonably believes may
94 cause a violation of this article. The request for an advisory opinion shall be written
95 and sworn to and shall contain sufficient facts to permit the Board to make its
96 determination. An individual requesting the opinion is obligated to be forthcoming and
97 cooperative throughout the process, in the absence of which no advisory opinion will
98 be provided. The Board shall endeavor to provide written notice of its determination
99 within 10 business days. The elected County official, non-elected County official or
100 employee who requested the opinion shall be notified of the Board's determination
101 within 48 hours of the determination.

102 (2) Advisory opinions shall be filed with the Clerk of the Legislature; however, the Board
103 of Ethics shall first redact all names, identifying features, and any other information
104 which would tend to identify the complainant and the subject of the request for the
105 advisory opinion.

106 (3) In the event a complaint is subsequently filed against an elected County Official, a non-
107 elected County official or employee or other government official in which a violation
108 of this code is alleged based upon the facts which formed the basis of the request for
109 the advisory opinion, it shall be a complete defense to the alleged violation that the
110 elected County official, the non-elected County official or employee or other
111 government official acted consistent with, and in reliance upon, said advisory opinion.
112 An unredacted advisory opinion shall be available to the elected County official, the
113 non-elected County official, or employee who sought or needs it to defend himself or
114 herself.

115 F. Complaints against the Board of Ethics. The Board of Ethics shall not conduct an
116 investigation of itself or any of its members or staff. In the event the Board of Ethics
117 receives a sworn complaint in which it is alleged that the Board or any of its members or
118 staff has violated any provision of this article or any other law, it shall transmit a copy of
119 the complaint to the Chair of the Legislature and the County Attorney within 48 hours of
120 receipt of same. The Chair of the Legislature shall, within five business days, ~~create a~~
121 ~~three person subcommittee of legislators, at least one of whom is a member of a minority~~
122 ~~party, to address the complaint and provide the complainant with written notice of the~~
123 ~~subcommittee members. The subcommittee shall thereafter conduct whatever~~
124 ~~investigation or hearing necessary in the same manner and with the same authority as~~
125 ~~provided generally in this section.~~ refer the matter to outside, Independent Counsel for
126 investigation and determination. A copy of the ~~subcommittee's~~ Independent Counsels
127 findings and decision shall be distributed to all members of the Legislature. Further action,
128 if any, shall comply with the provisions of this article.

129 G. False complaints. Any person who knowingly files a false complaint may be subject to
130 disciplinary action, civil liability, or criminal prosecution.

131
132



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6783

Agenda Date: 9/19/2024

Agenda #: 50.

Narrative of Resolution:

To Amend 301-24 regarding Promised Tuition Free Scholarship Program

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

Amount to be authorized by Resolution: \$700,000 (\$700,000 is budgeted for 2024)

Are funds already budgeted? No

Specify Compliance with Procurement Procedures: N/A

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO ENTER INTO A MOA WITH SULLIVAN COUNTY COMMUNITY COLLEGE TO CONTINUE SULLIVAN PROMISE TUITION-FREE SCHOLARSHIP PROGRAM

WHEREAS, on April 21, 2022, via Resolution No. 185-22, the Sullivan County Legislature authorized a contract with SUNY Sullivan to establish the Sullivan Promise Tuition-Free Scholarship program, and thus far the program has been extremely successful; and

WHEREAS, Resolution 301-24 was enacted on June 20, 2024; and

WHEREAS, there is a desire among the Sullivan County Legislature to modify Resolution 301-24 to include language in the Memorandum of Agreement with SUNY Sullivan that if the student does not go to SUNY Sullivan immediately following high school, the student shall be eligible for half of the gap tuition, rather than the full gap tuition.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager to enter into a Memorandum of Agreement with SUNY Sullivan at an amount not to exceed \$700,000 for the 2024-2025 academic year at SUNY Sullivan for eligible students.

BE IT FURTHER RESOLVED, this contract in such a form shall be approved by the Sullivan County Attorney’s Office.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6780

Agenda Date: 9/19/2024

Agenda #: 51.

Narrative of Resolution:

Set a public hearing for a Housing Local Law

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 PLANNING AND COMMUNITY RESOURCES COMMITTEE TO SET A PUBLIC HEARING FOR A LOCAL LAW DESIGNATING AFFORDABLE HOUSING AS A SULLIVAN COUNTY PUBLIC PURPOSE

WHEREAS, there has been introduced at a meeting of the Sullivan County Legislature held on September 19, 2024, a proposed local law entitled “Local Law Designating Affordable Housing As A Sullivan County Public Purpose”.

NOW, THEREFORE, BE IT RESOLVED, that a public hearing be held on said proposed local law by the Sullivan County Legislature on October 10, 2024 at 10:30 AM, 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 September 19, 2024, a proposed local law entitled “Local Law Designating Affordable Housing As A Sullivan County Public Purpose”.

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 October 10, 2024, at 10:30 AM at which time all persons interested will be heard.

DATED: Monticello, New York

September 19, 2024

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