



# Sullivan County Executive Committee

100 North Street  
Monticello, NY 12701

## Meeting Agenda - Final - Revised

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

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Thursday, October 23, 2025

9:00 AM

Government Center

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Call To Order and Pledge of Allegiance

Roll Call

Comments:

Public Comment

Resolutions:

1. Authorize contract with the New York State Board of Elections. [ID-7809](#)
2. TO AUTHORIZE A MODIFICATION OF RESOLUTION NO. 389-25  
ADOPTED ON SEPTEMBER 18TH, 2025. [ID-7811](#)

**Sponsors:** Office for the Aging and Deoul

3. To authorize the Sullivan County Probation Department to enter into a  
contract with Montreign Operating Company, LLC d/b/a Resorts World  
Catskills for a Probation sponsored training event. [ID-7819](#)
4. RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO  
AUTHORIZE A MODIFICATION OF RESOLUTION NUMBER 507-24  
ADOPTED ON October 24, 2024. [ID-7838](#)

**Sponsors:** Office for the Aging and Deoul

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5. RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE A CONTRACT MODIFICATION AGREEMENT WITH RURAL LAW CENTER TO PROVIDE LEGAL SERVICES FOR THE SULLIVAN COUNTY OFFICE FOR THE AGING. [ID-7839](#)
- Sponsors:** Office for the Aging and Deoul
6. To authorize spending from the Sullivan County Opioid Settlement Fund [ID-7840](#)
7. To Authorize the Purchasing Department to issue a Purchase Order to PF Volkmann & Associates, Inc. for Critical Incident Stress Management (CISM) Trainings [ID-7841](#)
8. 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-7842](#)
9. To appoint a primary and secondary representative to the Upper Delaware River Watershed Network Steering Committee. [ID-7843](#)
10. To amend Resolution 392-25 to reflect corrections to the timeline and budget of the Sullivan County and the Sullivan County Visitors Association Tourism Grant Program (TSEG) [ID-7844](#)
11. Authorize contract with Taconic Elevator Company, Inc. [ID-7845](#)
12. Authorize final payment on a Fiber Connection provided by Firstlight [ID-7846](#)
13. Authorize an agreement/order form with Opengov, Inc. [ID-7847](#)
14. Set Public Hearings for the 2026 Sullivan County Tentative Budget [ID-7848](#)
- Attachments:** [2026 PH Notice](#)
15. Set a Public Hearing for December 18, 2025 at 10:15AM Amending Chapter 182 of the Sullivan County Code [ID-7850](#)
16. Authorize contract with Lehigh Valley Building Systems for the repair of the Road Maintenance Building at the Maplewood Facility [ID-7852](#)
17. Authorize contract with John Herbert Company for the replacement of flooring at the Travis Building [ID-7853](#)

**Adjourn**

# Sullivan County

## Legislative Memorandum

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**File #:** ID-7809

**Agenda Date:** 10/23/2025

**Agenda #:** 1.

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**Narrative of Resolution:**

Authorize contract with the New York State Board of Elections.

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

**Amount to be authorized by Resolution:** \$7,855.46

**Are funds already budgeted?** Yes

If 'Yes,' specify appropriation code(s): A-1450-10-1015, A-1450-42-4204,  
A-1450-43-4302, A-1450-43-4303, A-1450-45-4504, A-1450-4205

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

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY THE GOVERNMENT SERVICES COMMITTEE**

**RESOLUTION TO AUTHORIZE THE COUNTY MANAGER, ACTING ON BEHALF OF THE SULLIVAN COUNTY BOARD OF ELECTIONS, TO ENTER INTO A CONTRACT WITH THE NEW YORK STATE BOARD OF ELECTIONS FOR THE "2025 ELECTION GRANT PROGRAM."**

**WHEREAS**, the New York State Board of Elections ("NYS BOE") has issued a contract (Contract C005329) for grant funding programs called the "2025 Election Grant Program" to reimburse Sullivan County for eligible costs related to the 2025 General Election held in November 2025; and

**WHEREAS**, allocable expenditures must be incurred by March 31, 2026; and

**WHEREAS**, the amount of the NYS BOE grant allocation to Sullivan County is \$7,855.46.

**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 to administer the funding secured, in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, that should the 2025 Election Grant 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

**File #:** ID-7811

**Agenda Date:** 10/23/2025

**Agenda #:** 2.

**Narrative of Resolution:**

**RESOLUTION INTRODUCED BY THE PLANNING AND COMMUNITY RESOURCES COMMITTEE TO AUTHORIZE A MODIFICATION OF RESOLUTION NO. 389-25 ADOPTED ON SEPTEMBER 18<sup>TH</sup>, 2025.**

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

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

**Are funds already budgeted?** Yes

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

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

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY THE PLANNING AND COMMUNITY RESOURCES COMMITTEE TO AUTHORIZE A MODIFICATION OF RESOLUTION NO. 389-25 ADOPTED ON SEPTEMBER 18<sup>TH</sup>, 2025.**

**WHEREAS**, Resolution No. 389-25 was approved by the Sullivan County Legislature on September 18, 2025, for the County of Sullivan to allocate County funds to eligible community entities for youth programing; and

**WHEREAS**, a modification to this resolution is required to change the names of Fearless! Hudson Valley to Fearless! Hudson Valley, Inc., Rock Hill Fire Department-Cub Scout Pack 101 to Rock Hill Fire Department Cub Scout Pack 1101, Rock Hill Fire Department-Girls Scout Pack 1101 to Girl Scout Troop 1101, Tusten Social-Teen Enrichment Program to Tusten Social Inc.-Teen Enrichment Program, Jeff Stone Arch Inc-The Hive to Jeffersonville Stone Arch Inc.-The Hive, Delaware Youth Center to Delaware Youth Center, Inc. and Homestead School to Homestead School Sullivan, and

**NOW, THEREFORE, BE IT RESOLVED**, the Sullivan County Legislature authorizes the modifications of said contracts above to reflect the name changes, and

**BE IT FURTHER RESOLVED**, that the County Manager be and hereby is authorized to execute any and all agreements to, in such form as the County Attorney shall approve.

# Sullivan County

## Legislative Memorandum

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**File #:** ID-7819

**Agenda Date:** 10/23/2025

**Agenda #:** 3.

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**Narrative of Resolution:**

To authorize the Sullivan County Probation Department to enter into a contract with Montreign Operating Company, LLC d/b/a Resorts World Catskills for a Probation sponsored training event.

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

**Amount to be authorized by Resolution:** \$15,000.00

**Are funds already budgeted?** Yes

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

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

**Specify Compliance with Procurement Procedures:** Yes

Click or tap here to enter text.

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE SULLIVAN COUNTY PROBATION DEPARTMENT TO ENTER IN TO CONTRACT WITH MONTREIGN OPERATING COMPANY, LLC, D/B/A RESORTS WORLD CATSKILLS FOR A PROBATION SPONSORED TRAINING EVENT**

**WHEREAS,** the Sullivan County Probation Department will be hosting a professional presentation on personalities in the workplace and age disparities at Resorts World Catskills, at 888 Resorts World Drive, Monticello, New York 12701, on May 11, 2026. The presenter will be Jude David, MPA; and

**WHEREAS,** Montreign Operating Company, LLC, d/b/a Resorts World Catskills agrees to provide a large room for the training event, as well as breakfast and lunch for all attendees, in accordance with the hotel sales agreement; and

**WHEREAS,** this professional presentation will be funded by Pre-Trial Release award monies received by the Sullivan County Probation Department; and

**WHEREAS,** Montreign Operating Company, LLC, d/b/a/ Resorts World Catskills requires a contract be executed with the County for said services.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is hereby authorized to enter into a agreement with Montreign Operating Company, LLC, d/b/a Resorts World Catskills for the venue and the food referenced herein in an amount not to exceed \$15,000.00; and

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

**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

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**File #:** ID-7838

**Agenda Date:** 10/23/2025

**Agenda #:** 4.

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**Narrative of Resolution:**

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE A  
MODIFICATION OF RESOLUTION NUMBER 507-24 ADOPTED ON October 24, 2024.**

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

**Amount to be authorized by Resolution:**

**Are funds already budgeted? Yes**

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

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

**Specify Compliance with Procurement Procedures:**

**WHEREAS**, Resolution #507-24 was approved by the Sullivan County Legislature on October 24, 2024, for the County of Sullivan to allocate County funds to eligible community entities for youth programming; and

**WHEREAS**, a modification to this resolution is required to remove Town of Fallsburg Soccer in the amount of \$2,750.00 and Town of Fallsburg Basketball in the amount of \$3,750.00, and to reallocate \$6,500.00 to Town of Thompson Youth Sports Program, raising their total allotment to \$14,000.00 and

**NOW, THEREFORE, BE IT RESOLVED**, the Sullivan County Legislature authorizes the modification of said contract to reflect the change in allotments, and

**BE IT FURTHER RESOLVED**, that the County Manager be and hereby is authorized to execute any and all agreements to, in such form as the County Attorney shall approve.



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-7839

**Agenda Date:** 10/23/2025

**Agenda #:** 5.

**Narrative of Resolution:**

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE A CONTRACT MODIFICATION AGREEMENT WITH RURAL LAW CENTER TO PROVIDE LEGAL SERVICES FOR THE SULLIVAN COUNTY OFFICE FOR THE AGING.

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

**Amount to be authorized by Resolution:** \$76

**Are funds already budgeted?** Yes

**If 'Yes,' specify appropriation code(s):** 7610-87-40-4008

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

**Specify Compliance with Procurement Procedures:**

**WHEREAS**, pursuant to Resolution No. 253-24, the Sullivan County Office for the Aging entered into a contract with the Rural Law Center of New York for the provision of mandated legal services for senior citizens in Sullivan County, as required by the New York State Office for the Aging; and

**WHEREAS**, the current contract period runs through September 30, 2025; and

**WHEREAS**, due to final invoicing and reconciliation of costs, there exists a shortfall of **\$76.00** that exceeds the authorized contract total; and

**WHEREAS**, the Sullivan County Office for the Aging seeks to amend the contract to ensure full payment for services rendered during the period ending September 30, 2025, utilizing available State funds; and

**WHEREAS**, all other terms and conditions of the contract shall remain unchanged;

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the County Manager to execute a modification of the existing contract with the Rural Law Center of New York to increase the total authorized amount by **\$76.00**, to cover the contract shortfall for the period ending **September 30, 2025**; and

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



# Sullivan County

## Legislative Memorandum

**File #:** ID-7840

**Agenda Date:** 10/23/2025

**Agenda #:** 6.

**Narrative of Resolution:**

To authorize spending from the Sullivan County Opioid Settlement Fund

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

**Amount to be authorized by Resolution:** \$60,330

**Are funds already budgeted?** No

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

**If 'No,' specify proposed source of funds:** Sullivan County Opioid Settlement Fund

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

**RESOLUTION INTRODUCED BY THE EXECUTIVE 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**, 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; and

**WHEREAS**, there is a requirement to fund Cellebrite and GrayKey subscriptions separately for the Sullivan County Sheriff's Office (already authorized via Resolution 395-25) and for the District Attorney's Office.

**NOW, THEREFORE, BE IT RESOLVED**, that the following additional expenditures of Sullivan County's Opioid Settlement Funds are authorized:

NOT TO EXCEED: \$60,330 - Cellebrite and GrayKey Subscription costs in support of the Sullivan County District Attorney's Office.

**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's Office approves.

# Sullivan County

## Legislative Memorandum

**File #:** ID-7841

**Agenda Date:** 10/23/2025

**Agenda #:** 7.

**Narrative of Resolution:**

To Authorize the Purchasing Department to issue a Purchase Order to PF Volkmann & Associates, Inc. for Critical Incident Stress Management (CISM) Trainings

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

**Amount to be authorized by Resolution:** \$11,050.00

**Are funds already budgeted?** No

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

**If 'No,' specify proposed source of funds:** A-3010-46-4612 / NYS CARES UP

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

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE SULLIVAN COUNTY PURCHASING DEPARTMENT TO ISSUE A PURCHASE ORDER TO PF VOLKMANN & ASSOCIATES, INC.**

**WHEREAS,** the Sullivan County Division of Public Safety has been awarded NYS CARES UP funding through the New York State Office of Mental Health (NYS OMH) to be utilized for various training for First Responders; and

**WHEREAS,** the Sullivan County Division of Public Safety would like to host Critical Incident Stress Management (CISM) trainings, and recommends Pete Volkmann of PF Volkmann & Associates, LLC as having the experience and qualifications to administer this specific type of training; and

**WHEREAS,** Pete Volkmann has agreed to provide the following training(s): Advanced Individuals in Crisis in CISM and Advanced Group in CISM for a total cost not to exceed \$11,050.00; and

**WHEREAS,** the New York State Office of Mental Health has approved use of NYS CARES UP funding for the aforementioned training.

**NOW, THEREFORE, BE IT RESOLVED,** that the Sullivan County Legislature formally authorizes the Sullivan County Purchasing Department to issue a Purchase Order immediately to PF Volkmann & Associates, LLC for the amount of \$11,050.00 to provide Critical Incident Stress Management Training; and

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



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

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**File #:** ID-7842

**Agenda Date:** 10/23/2025

**Agenda #:** 8.

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**Narrative of Resolution:**

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

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

**Amount to be authorized by Resolution:** \$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 2025 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 below “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, 2025 through December 31, 2025 for said services as submitted in their application; and

**BE IT FURTHER RESOLVED**, that the below organizations may request that the County advance these funds with the acknowledgment that there shall be the appropriate proof submitted to the Management and Budget Division at the completion of their purchase or their program no later than December 31, 2025; and

**BE IT FURTHER RESOLVED**, said contracts to be in a form approved by the County Attorney.

“Schedule A”

2025 Legislative Discretionary Contract Funding

<b>Applicant</b>	<b>Award Recommendation</b>
Sullivan County Public Library Alliance	\$5,000

# Sullivan County

## Legislative Memorandum

**File #:** ID-7843

**Agenda Date:** 10/23/2025

**Agenda #:** 9.

**Narrative of Resolution:**

To appoint a primary and secondary representative to the Upper Delaware River Watershed Network Steering Committee.

**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.

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

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

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO APPOINT A REPRESENTATIVE TO THE UPPER DELAWARE RIVER WATERSHED NETWORK STEERING COMMITTEE**

**WHEREAS**, Friends of the Upper Delaware River (FUDR) has requested the County of Sullivan ("County") to participate as a Steering Committee Member for the Upper Delaware River Watershed Network ("Network"), funded by the New York State Department of Environmental Conservation (NYSDEC); and

**WHEREAS**, the Network shall create partnerships between municipalities, local, state, and federal government entities, not-for-profit organization, and community members within the Upper Delaware River Watershed Region; and

**WHEREAS**, the Network offers funding opportunities through a regrant program administered by a Regrant Subcommittee within the Upper Delaware River Watershed Region through FUDR, funded by the NYSDEC.

**NOW, THEREFORE, BE IT RESOLVED** that Sullivan County Legislature hereby approves and endorses the representation of Sullivan County, NY on the Upper Delaware River Watershed Network Steering Committee; and

**BE IT FURTHER RESOLVED** that the Sullivan County Legislature hereby designates Heather Jacksy as Primary Representative and Justin Rocque as Secondary Representative on the Upper Delaware River Watershed Network Steering Committee.



# Sullivan County

## Legislative Memorandum

**File #:** ID-7844

**Agenda Date:** 10/23/2025

**Agenda #:** 10.

**Narrative of Resolution:**

To amend Resolution 392-25 to reflect corrections to the timeline and budget of the Sullivan County and the Sullivan County Visitors Association Tourism Grant Program (TSEG)

**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.

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

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

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE AMENDING RESOLUTION  
NUMBER 392-25**

**WHEREAS**, the Sullivan County Legislature ("Legislature") is committed to supporting successful tourism programming events; and

**WHEREAS**, Sullivan County ("County") had previously adopted the Sullivan County & Sullivan County Visitors Association Tourism Grant Program ("TSEG") and guidelines as proposed by the Sullivan County Visitors Association ("SCVA"); and

**WHEREAS**, the TSEG guidelines must be updated to reflect a corrected timeline with applications opening on November 1, 2025; and

**WHEREAS**, the TSEG guidelines must also be updated to reflect a corrected budget in accordance with the funding approved by the Legislature; and

**WHEREAS**, all other guidelines will remain unchanged.

**NOW THEREFORE BE IT RESOLVED**, that the Sullivan County Legislature hereby amends the timeline of the Sullivan County & Sullivan County Visitors Association Tourism Grant Program as follows:

Applications Open November 1, 2025

Informational Sessions conducted November 10 to November 20, 2025

Applications Dues on December 16, 2025

Awards Announced January 15, 2026

Funds Distributed March 2026

Reports Due within 60 days post-project; and

**BE IT FURTHER RESOLVED**, that the budget for TSEG is also amended to reflect the following amounts:



Roomnight-Focused Grants: 60% of Allocation, Budget Cap \$180,000

Arts & Culture Enhancement: 15% of Allocation, Budget Cap \$45,000

Hamlet & Micro-Brand Grants: 10% of Allocation, Budget Cap \$30,000

Events & Festivals Support: 15% of Allocation, Budget Cap \$45,000; and

**BE IT FURTHER RESOLVED**, that all other terms of Resolution 392-25 shall remain unchanged.

# Sullivan County

## Legislative Memorandum

**File #:** ID-7845

**Agenda Date:** 10/23/2025

**Agenda #:** 11.

**Narrative of Resolution:**

Authorize contract with Taconic Elevator Company, Inc.

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

**Amount to be authorized by Resolution:** \$460,500.00

**Are funds already budgeted?** No

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

If 'No,' specify proposed source of funds: Per request of S.C. Legislature

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO EXECUTE A CONTRACT WITH TACONIC ELEVATOR COMPANY, INC. FOR THE MODERNIZATION OF ELEVATORS AT THE SULLIVAN COUNTY ADULT CARE CENTER AND THE SULLIVAN COUNTY GOVERNMENT CENTER**

**WHEREAS,** the County of Sullivan has various buildings that contain elevators; and

**WHEREAS,** the County provides inspection, testing, and maintenance to these elevators through a bid/contract process; and

**WHEREAS,** the elevators are dated and for safety and aesthetic sake require modernization of most operable parts and interior cab components; and

**WHEREAS,** the County issued bid document B-25-41, and received two proposals in response; and

**WHEREAS,** the Sullivan County Purchasing Department and Division of Public Works have reviewed said proposals and recommend award of a contract with Taconic Elevator Company, Inc., 1035 Dutchess Turnpike, Poughkeepsie, NY 12603, in the amount of \$306,750.00 (plus rates for unforeseen conditions, per proposal) for the Adult Care Center and \$153,750.00 (plus rates for unforeseen conditions, per proposal) for the Government Center.

**NOW, THEREFORE, BE IT RESOLVED,** that the County Manager be authorized to execute a

contract with Taconic Elevator Company, Inc., 1035 Dutchess Turnpike, Poughkeepsie, NY 12603, per their attached proposal response to B-25-41, to be in such form as the County Attorney shall approve.



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

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**File #:** ID-7846

**Agenda Date:** 10/23/2025

**Agenda #:** 12.

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**Narrative of Resolution:**

Authorize final payment on a Fiber Connection provided by Firstlight

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

**Amount to be authorized by Resolution:** Not to exceed \$8,000

**Are funds already budgeted?** Yes

**If 'Yes,' specify appropriation code(s):** A-1680-43-4304

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

**Specify Compliance with Procurement Procedures:** Invoices received

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE A FINAL  
PAYMENT ON A FIBER CONNECTION PROVIDED BY FIRSTLIGHT**

**WHEREAS,** the Sullivan County Legislature, by Resolution # 520-24 and 589-24 authorized a Firstlight internet supply connection for the purposes of providing internet service to the wireless broadband project initially managed by the Sullivan Broadband Local Development Corporation (SBLDC); and

**WHEREAS,** with the pending dissolving of the aforementioned SBLDC, this connection is no longer necessary and this one connection's account can be cancelled; and

**WHEREAS,** notice of said cancellation has been communicated to Firstlight.

**NOW THEREFORE IT BE RESOLVED,** that the Sullivan County Legislature, to settle and cancel/close the account, authorizes a final payment to FirstLight for this one connection (Acct#: 56944) in an amount not to exceed \$8,000.00 for services rendered; and

**BE IT FURTHER RESOLVED,** that the Office of Audit & Control is authorized to pay FirstLight as outlined above.

# Sullivan County

## Legislative Memorandum

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**File #:** ID-7847

**Agenda Date:** 10/23/2025

**Agenda #:** 13.

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**Narrative of Resolution:**

Authorize an agreement/order form with Opengov, Inc.

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

**Amount to be authorized by Resolution:** Not to exceed \$7,500

**Are funds already budgeted?** Yes

**If 'Yes,' specify appropriation code(s):** A-1680-43-4304

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

**Specify Compliance with Procurement Procedures:** professional services quote received from existing vendor

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE AN AGREEMENT/ORDER FORM WITH OPENGOV, INC.**

**WHEREAS**, the Division of Public Works, which has historically employed Cartegraph to manage signage data, expanded its capabilities in November 2024 through the implementation of an enhanced asset management module, enabling more comprehensive tracking of asset locations, conditions, costs, and maintenance histories across all DPW-managed infrastructure, including bridges, roads, and signage; and

**WHEREAS**, post-implementation data validation is required to confirm that system processes operate correctly and that data meets all accuracy and consistency standards; and

**WHEREAS**, OpenGov, Inc., as the system developer, has submitted a professional services quote and is best qualified to perform the required validation; and

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is authorized to sign an order form, that incorporates the terms and conditions of the OpenGov Master Services Agreement in an amount not to exceed \$7,500.00; and

**BE IT FURTHER RESOLVED**, that all required documents to be in such form as the County Attorney shall approve.





# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

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**File #:** ID-7848

**Agenda Date:** 10/23/2025

**Agenda #:** 14.

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**Narrative of Resolution:**

Schedule public hearing dates for the 2026 Tentative Budget

**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.

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

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

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO SCHEDULE DATES FOR  
PUBLIC HEARINGS ON THE COUNTY TENTATIVE BUDGET FOR FISCAL YEAR 2026**

**WHEREAS**, the County Legislature will hold public hearings on said Tentative Budget on Tuesday, December 2, 2025 at 5:00PM and Thursday, December 4, 2025 at 10:45AM in the Legislative Chambers of the Sullivan County Government Center, 100 North Street, Monticello, New York;

**NOW, THEREFORE, BE IT RESOLVED**, that the Clerk to the County Legislature is hereby authorized and directed to publish a notice of hearing in the official newspapers of the County; and

**BE IT FURTHER RESOLVED**, that at least five days shall lapse between the first publication of such notice and date specified for the hearing pursuant to Section 359 of the County Law.

**PUBLIC HEARING NOTICE**  
**COUNTY OF SULLIVAN**

NOTICE IS HEREBY GIVEN that the County Legislature of the County of Sullivan, New York, will meet in the Legislative Chambers of the Sullivan County Government Center, Monticello, New York on Tuesday, December 2, 2025 at 5:00PM and Thursday, December 4, 2025 at 10:45AM for the purpose of holding public hearings on the Tentative Budget of said County for the fiscal year beginning January 1, 2026.

Further notice is hereby given that copies of said Tentative Budget will be available at the Office of the County Manager, Sullivan County Government Center, Monticello, New York on or after October 30, 2025 where they may be inspected and procured by an interested person during business hours.

Pursuant to Section 359 of the County Law, the maximum salaries that may be fixed and payable during the fiscal year to the members of the County Legislature and to the Chairman thereof, respectively, are hereby specified as follows:

County Legislator	\$34,600
Majority Leader	\$37,100
Minority Leader	\$37,100
Vice Chair of the Legislature	\$39,600
Chair of the Legislature	\$43,600

**Dated: October 23, 2025**

**ANNMARIE MARTIN**  
**Clerk to the Legislature**  
**Sullivan County, New York**





# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

**File #:** ID-7850

**Agenda Date:**

**Agenda #:** 15.

**Narrative of Resolution:**

Set a Public Hearing for December 18, 2025 at 10:15AM Amending Chapter 182 of the Sullivan County Code

**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.

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

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

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO SET A PUBLIC HEARING FOR A PROPOSED LOCAL LAW TO AMEND LOCAL LAW 3 OF 2007 AND LOCAL LAW 3 OF 2021 CHAPTER 182 OF THE SULLIVAN COUNTY CODE REGARDING THE SULLIVAN COUNTY HOTEL AND MOTEL ROOM OCCUPANCY TAX LAW**

**WHEREAS**, there has been introduced at a meeting of the Sullivan County Legislature on October 23, 2025 a proposed local law entitled "A Local Law to Amend Local Law 3 of 2007 and Local Law 3 of 2021".

**NOW, THEREFORE, BE IT RESOLVED**, that a public hearing be held on said proposed local law by the Sullivan County Legislature on December 18, 2025 at 10:15AM 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 October 23, 2025, a proposed Local Law entitled "A Local Law to Amend Local Law 3 of 2007 and Local Law 3 of 2021, the Sullivan County Hotel and Motel Room Occupancy Tax Law (Chapter 182-Part 3 of the Sullivan County Code)".

**NOTICE IS FURTHER GIVEN** that the Legislature of the County of Sullivan will conduct a public hearing on the aforesaid proposed Local Law at the Legislature's Meeting Room, County Government Center,

Monticello, New York, 12701, on December 18, 2025 at 10:15am at which time all persons interested will be heard.

DATED: Monticello, New York  
October 23, 2025

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

# Sullivan County

## Legislative Memorandum

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**File #:** ID-7852

**Agenda Date:**

**Agenda #:** 16.

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**Narrative of Resolution:**

Authorize contract with Lehigh Valley Building Systems for the repair of the Road Maintenance Building at the Maplewood Facility

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

**Amount to be authorized by Resolution:** \$25,000

**Are funds already budgeted?** Yes

**If 'Yes,' specify appropriation code(s):** DM5130-48-21-2102

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

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO EXECUTE A CONTRACT WITH LEHIGH VALLEY BUILDING SYSTEMS FOR THE REPAIR OF THE ROAD MAINTENANCE BUILDING AT THE MAPLEWOOD FACILITY**

**WHEREAS**, the County of Sullivan owns and maintains more than one hundred buildings, including the Road Maintenance Building at the DPW Maplewood Complex in Mongaup Valley, NY, which is in need of several repairs; and

**WHEREAS**, this 20-year old pre-engineered building was originally purchased from Lehigh Valley Building Systems, 330 Schantz Road, Allentown, PA 18104; and

**WHEREAS**, the County reached out to the original building supplier for a proposal for them to return to make the required repairs, which will ultimately extend the life of the building; and

**WHEREAS**, the Sullivan County Purchasing Department and Division of Public Works have reviewed said proposal and recommends award of a contract in the amount of \$25,000.00.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be authorized to execute a contract with Lehigh Valley Building Systems, 330 Shantz Road, Allentown, PA 18104, not to exceed \$25,000.00 to be in such form as the County Attorney shall approve.



# Sullivan County

## Legislative Memorandum

**File #:** ID-7853

**Agenda Date:**

**Agenda #:** 17.

**Narrative of Resolution:**

Authorize contract with John Herbert Company for the replacement of flooring at the Travis Building

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

**Amount to be authorized by Resolution:** \$214,489.54

**Are funds already budgeted?** Yes

**If 'Yes,' specify appropriation code(s):** A-6010-38-21-2102

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

**Specify Compliance with Procurement Procedures:**

**RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE AWARD OF A PURCHASE ORDER WITH JOHN HERBERT COMPANY FOR THE REPLACEMENT OF FLOORING ON THE FIRST AND SECOND FLOORS OF THE ROBERT TRAVIS BUILDING, 16 COMMUNITY LANE, LIBERTY, NY**

**WHEREAS**, the County of Sullivan owns and maintains more than one hundred buildings, including the Robert Travis Building, 16 Community Lane, Liberty, NY which houses the Department of Family Services; and

**WHEREAS**, the existing commercial carpet flooring has exceeded its useful life by many years and requires replacement; and

**WHEREAS**, the County has been replacing carpet with a commercial grade vinyl plank flooring throughout the County for hygienic and maintenance ease, and has been purchasing the product off of New York State Office of General Services Contract, Contract Group 20600, Award 23200, Floor Coverings and Related Services (Statewide Piggyback); and

**WHEREAS**, the Sullivan County Purchasing Department and Division of Public Works have reviewed a proposal as submitted by previous successful vendor, John Herbert Company, 142 Rt. 17K, Newburgh, NY 12550 and recommends award of a Purchase Order in the amount of \$214,489.54.

**NOW, THEREFORE, BE IT RESOLVED**, that a Purchase Order be issued to John Herbert Company, 142 Rt. 17K, Newburgh, NY 12550 in the amount of \$214,489.54 in accordance with the provided proposal based on New York State Contract, for flooring replacement in the Robert Travis Building.