



Sullivan County

Executive Committee

Meeting Agenda - Final

100 North Street
Monticello, NY 12701

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

Thursday, May 16, 2024

9:00 AM

Government Center

Call To Order and Pledge of Allegiance

Roll Call

Discussion:

Resolutions:

1. Set salary for the Deputy County Attorney [ID-6329](#)
 2. Set Salary for the Confidential Secretary in the County Attorney's Office [ID-6331](#)
 3. To Appoint Dr. Ellsweig to the Health Services Advisory Board for the Department of Public Health [ID-6396](#)
 4. 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-6402](#)
 5. RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AMEND RESOLUTION 117-24 TO INCLUDE \$.50 INCREASE LANGUAGE FOR SEASONAL PART-TIME, AND PER-DIEM POSITIONS IN THE PARKS, RECREATION AND BEAUTIFICATION DEPARTMENT AS REFLECTED IN "REVISED SCHEDULE A." [ID-6432](#)
- Attachments:** [Parks and Rec - Revised Schedule A - Return Employee Increase 4-2024](#)
6. Authorize the renewal of the Retainer Agreement with Bryan Kaplan. [ID-6434](#)

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| 7. TO MODIFY RESOLUTION NO. 398-23 IN ORDER TO SUSTAIN AUTHORIZED SERVICES USING OPIOID SETTLEMENT FUNDS | <u>ID-6435</u> |
| 8. Approve the three (3) 2025 Police Traffic Safety Grants and one (1) 2025 Child Passenger Safety Grant | <u>ID-6437</u> |
| 9. Establish a Standard Work Day for Elected and Appointed Officials | <u>ID-6438</u> |
| 10. To authorize the County Manager to apply for and accept the FY2024 Public Safety Answering Points (PSAP) Operations Grant Program award administered by the New York State Division of Homeland Security and Emergency Services (NYS DHSES) | <u>ID-6439</u> |
| 11. To authorize the County Manager to apply for and accept the FY2024 Statewide Interoperable Communications (SICG) Formula-Based Grant Program administered by the New York State Division of Homeland Security and Emergency Services (NYS DHSES) | <u>ID-6442</u> |
| 12. Correct the salary schedule for seasonal part-time and per-diem positions in the Parks, Recreation and Beautification Department. | <u>ID-6445</u> |
| <u>Attachments:</u> <u>2024 Seasonal Salaries Schedule A with Increase</u> | |
| 13. Authorizes award and execution of an agreement with Delaware Engineering, D.P.C., to develop a Countywide assessment of potable water and wastewater infrastructure. The County is focused on safeguarding its local and regional water supply, balancing land use needs with available water resources and supporting smart development and water sustainability, for both current and future residents. The resulting assessment will support the County's commitment to maintaining water quality and quantity to meet the needs of the population and the environment, by identifying important infrastructure such as water and sewer lines, potable water facilities and wastewater treatment facilities. It will foster improvements to current infrastructure related to safe drinking water and wastewater treatment and guide development throughout the County by supplying a detailed understanding of existing conditions. | <u>ID-6446</u> |
| 14. TO AUTHORIZE A NEW 3-YEAR AGREEMENT WITH CATALIS COURTS & LAND RECORDS, LLC FOR THEIR CASELOAD EXPLORER SOFTWARE SOLUTION | <u>ID-6447</u> |
| 15. Abolish and Create positions in the Department of Public Health and Department of Community Services | <u>ID-6454</u> |
| 16. Resolution to Cancel Outstanding Property Taxes | <u>ID-6455</u> |
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17. Resolution to withdraw two parcels in the Town of Liberty from a foreclosure proceeding pursuant to §1138(6)(b) and issue respective certificates canceling taxes [ID-6456](#)

Untable:

18. To Modify the 2024 Budget [ID-6374](#)

Attachments: [March 31 2024 Resolution Needed - B.pdf](#)

Adjourn

Sullivan County

Legislative Memorandum

File #: ID-6329

Agenda Date: 5/16/2024

Agenda #: 1.

Narrative of Resolution:

Set salary for the Deputy County Attorney

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

Amount to be authorized by Resolution: \$15,832

Are funds already budgeted? No

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO SET THE SALARY OF THE DEPUTY COUNTY ATTORNEY POSITION IN THE SULLIVAN COUNTY ATTORNEY'S OFFICE

WHEREAS, the 2024 budget contains the position "Deputy County Attorney", line number A1420, at a salary of \$125,832; and

WHEREAS, the employee in the County Attorney's Office currently holding the position of Deputy County Attorney has performed all of the duties associated with the title of Assistant County Attorney for over fifteen years and the duties associated with the title of Deputy County Attorney for over eight years. The knowledge, skills, experience and historical knowledge gained over those years of service are a tremendous asset to the County Attorney's Office as well as to the officials, officers and employees we serve; and

WHEREAS, the employee in the County Attorney's Office currently holding the position of Deputy County Attorney is an experienced litigator in US District Courts and US Bankruptcy Courts as well as an accomplished appellate attorney in both State and Federal courts. Said experience allows the County Attorney's Office to handle these federal/appellate cases in-house thereby saving the substantial expense of retaining outside counsel in these matters; and

WHEREAS, the employee in the County Attorney's Office currently holding the position of Deputy County Attorney is capable of handling any and all matters that come into the office and is more than able to act in the capacity of the County Attorney in my absence. Additionally, the employee has demonstrated a willingness to supervise and mentor the other attorneys and support staff in the County Attorney's Office; and

WHEREAS, the County Attorney requests that effective January 1, 2024, the Deputy County Attorney position's salary be authorized in an annual amount of \$140,832.

NOW THEREFORE BE IT RESOLVED, that effective January 1, 2024 the position of Deputy County Attorney in the County Attorney's Office be authorized at an annual salary of \$140,832.

Sullivan County

Legislative Memorandum

File #: ID-6331

Agenda Date: 5/16/2024

Agenda #: 2.

Narrative of Resolution:

Set Salary for the Confidential Secretary in the County Attorney's Office

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

Amount to be authorized by Resolution: 10,000

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO SET THE SALARY OF THE CONFIDENTIAL SECRETARY POSITION IN THE SULLIVAN COUNTY ATTORNEY'S OFFICE

WHEREAS, the 2024 budget contains the position "Confidential Secretary", line number A1420, at a salary of \$65,798; and

WHEREAS, a vacancy for this position became effective December 15, 2023; and

WHEREAS, the employee in the County Attorney's Office currently holding the position of Administrative Secretary has been performing all of the duties of the Confidential Secretary since that position became vacant; and

WHEREAS, in addition the employee in the County Attorney's Office currently holding the position of Administrative Secretary has been aiding the Attorneys in the office with electronic filing and monitoring of federal cases in the US District Courts and the US Bankruptcy Courts allowing the County Attorney's Office to handle these federal cases in-house thereby saving the substantial expense of retaining outside counsel in these matters; and

WHEREAS, the County Attorney requests that effective January 1, 2024, the Confidential Secretary position's salary be authorized in accordance with the salary schedule maintained by the Personnel Office, which for the current Administrative Secretary would be \$53,724; and

WHEREAS, the County Attorney also requests that effective January 1, 2024 the employee being appointed to the position of Confidential Secretary be granted an annual stipend of \$10,000 for assisting the Attorneys in pending federal litigation; and

NOW THEREFORE BE IT RESOLVED, that effective January 1, 2024 the position of Confidential Secretary in the County Attorney's Office be authorized at a salary as follows; a) an annual salary in accordance of the salary schedule of \$53,724 and b) an annual stipend of \$10,000 for performing filing and monitoring of federal cases in the electronic case filing system.

Sullivan County

Legislative Memorandum

File #: ID-6396

Agenda Date: 5/16/2024

Agenda #: 3.

Narrative of Resolution:

To Appoint Bruce Ellsweig, MD 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? Yes

Specify Compliance with Procurement Procedures:

INTRODUCED BY EXECUTIVE COMMITTEE TO APPOINT BRUCE ELLSWEIG, MD TO THE HEALTH 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 following individuals have expressed interest in continuing to serve on the Health Services Advisory Board; and

NOW, THEREFORE, BE IT RESOLVED, that Bruce Ellsweig, MD now be *appointed* to 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-6402

Agenda Date: 5/16/2024

Agenda #: 4.

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: \$25,285

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
Roscoe Rockland Fire Department	Replace AEDs (Legislator District 4)	\$3,500
Eldred Little League	Equipment (Legislator District 2)	\$2,000
Claryville Fire Department	Equipment (Legislator District 3)	\$3,000
Grahamsville Fire Department	Equipment (Legislator District 3)	\$3,000
Neversink Fire Department	Equipment (Legislator District 3)	\$3,000
Livingston Manor Fire Department	Equipment (Legislator District 3)	\$3,000
Beaverkill Fire Department	Equipment (Legislator District 3)	\$1,500
Catskill Animal Rescue Inc.	Assistance with spaying and neutering of animals (Legislator District 3)	\$1,500
Callicoon Business Association	Visitor Way-finding signage (Legislator District 5)	\$2,000
Woodbourne Fire Department	Purchase of a multicolor Scrolling LED Sign (District 7)	\$2,785

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Sullivan County

Legislative Memorandum

File #: ID-6432

Agenda Date: 5/16/2024

Agenda #: 5.

Narrative of Resolution:

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AMEND RESOLUTION 117-24 TO INCLUDE \$.50 INCREASE LANGUAGE FOR SEASONAL PART-TIME, AND PER-DIEM POSITIONS IN THE PARKS, RECREATION AND BEAUTIFICATION DEPARTMENT AS REFLECTED IN "REVISED SCHEDULE A."

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:

WHEREAS, Resolution #117-24 was enacted on February 15, 2024 adopting the hourly salaries for the Department of Parks, Recreation and Beautification, which employs part-time, per-diem, and seasonal employees for several of its departments as reflected in Schedule A attached thereto; and

WHEREAS, said Schedule A inadvertently omitted language regarding an additional \$.50 increase in the hourly wage for returning employees based upon years of experience; and

WHEREAS, the hourly salaries for the said positions have been evaluated and the Human Resources Department, Office of Management and Budget and the Department of Parks, Recreation and Beautification make the following recommendations: See attached "Revised Schedule A";

WHEREAS, the 2024 budgeted positions reflect the "Schedule A" rates, the attached "Revised Schedule A" sets forth language to include a \$.50 hourly increase for returning employees;

WHEREAS, the seasonal Student Worker position under the Department of Parks, Recreation and Beautification hourly rate is set at \$16.30 as per "Revised Schedule A". As such, there is a need to increase the current hourly rate of \$15.00 for Student Worker and Student Intern positions held outside of the Department of Parks, Recreation and Beautification to be increased to \$16.30 so that all Student Worker and Student Intern positions are receiving a uniform rate of pay; and

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby adopts the attached "Revised Schedule A" to include the \$.50 hourly increase for returning employees to the Department of Parks, Recreation and Beautification, and increases the Student Worker and Student Intern hourly rate of pay from \$15.00 to \$16.30 so that all

student-centered positions are receiving a uniform rate of pay.

“Revised Schedule A”

Parks, Recreation and Beautification Department Seasonal, Part-time and Per-diem Positions
2024 Starting Salary Recommendations

Position	Hourly Rate w/ No Experience for 2024
Laborer I (Seasonal)	\$16.30 *
Park Entry Attendant	\$16.30 *
Student Worker (Seasonal)	\$16.30 *
Visitors Experience Assoc.	\$16.30 *
Laborer I (Seasonal), Clean Team Leader	\$17.30 *
Senior Visitors Experience Associate	\$17.30 *
Lifeguard	20.80 *
Assistant Park and Recreation Director/Lifeguard	\$23.30 **
Park Manager	\$25.80 **
Museum Attendant-PT & Per-diem	\$17.30

* Returning employees will receive an additional \$.50 cent increase per year of experience.

** Returning employees will receive an additional \$.50 cent increase per year of experience only if they previously held that position.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6434

Agenda Date: 5/16/2024

Agenda #: 6.

Narrative of Resolution:

Click or tap here to enter text.

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

Amount to be authorized by Resolution: \$5500 per month

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE RENEWAL OF THE RETAINER AGREEMENT WITH BRYAN KAPLAN, ESQ., FOR DEFENSE WORK DONE ON BEHALF OF THE COUNTY

WHEREAS, pursuant to Resolution 193-08 the County entered into a retainer agreement with the Law Firm of Bryan Kaplan, Esq. in order to handle the defense of municipal liability claims, i.e. tort actions, against the County, and

WHEREAS, the retainer agreement has been extended several times and has expired as of March 31, 2024, and

WHEREAS, the County Attorney and the County's Insurance carrier are very satisfied with the defense work provided for the County by Mr. Kaplan, and

WHEREAS, the County Attorney believes that it would be in the best interest of the County to renew the retainer agreement with Mr. Kaplan through March 31, 2027.

NOW THEREFORE BE IT RESOLVED, that the County Manager is authorized to execute a retainer agreement, approved as to form by the County Attorney, for the aforesaid County defense work with Bryan Kaplan, Esq., through March 31, 2027 at a cost of \$5,500 per month.

Sullivan County

Legislative Memorandum

File #: ID-6435

Agenda Date: 5/16/2024

Agenda #: 7.

Narrative of Resolution:

TO MODIFY RESOLUTION NO. 398-23 IN ORDER TO SUSTAIN AUTHORIZED SERVICES USING OPIOID SETTLEMENT FUNDS

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

Amount to be authorized by Resolution: \$609,242

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: RFP 23-17

INTRODUCED BY THE EXECUTIVE COMMITTEE TO MODIFY RESOLUTION NO. 398-23 IN ORDER TO SUSTAIN AUTHORIZED SERVICES USING OPIOID SETTLEMENT FUNDS

Name	Descriptions (Funds Requested)	Contract Costs
Catholic Charities of Orange, Sullivan and Ulster	Too Good for Drugs School-based Prevention	\$25,000.00
Catholic Charities of Orange, Sullivan and Ulster	Services - Psychiatrists, Nursing directors for Drug & Jail Discharge Support	\$218,210.00
Bold Gold Media Group	Marketing - Advertising	\$60,000.00
Lamar of Scranton	Marketing - Signage	\$33,000.00
Village of Liberty Police Department	Quick Response Team, Non-Fatal Overdose Follow-up	\$15,000.00
Village of Liberty Police Department	Officer EAP Program	\$11,000.00
Sullivan180	Prevention & School Based/Youth Focus Programs	\$89,000.00
Action Towards Independence, Inc.	Wrap-around services for individuals with Opioid Use disorder and any co-occurring Mental Health conditions. Wrap-around services include: housing supports, transportation assistance, and case management support services	\$85,000.00
The Corona Self Help Center, Inc.	Empowerment Services and Peer Supports.	\$73,032.00

WHEREAS, Catholic Charities has not had the opportunity to fully utilize approved funding due to contracting delays attributable to changes in substance use treatment services that were beyond either the County's or Catholic Charities control; and

WHEREAS, all of the other organizations listed above are successfully meeting their obligations under existing

contracts and all parties desire to continue the delivery of the contracted services; and

WHEREAS, it is in the interest of all parties and our community to modify the contract period language to read “for a one (1) year period and upon mutual agreement two (2) yearly extensions under the same terms and conditions; and

WHEREAS, the total amount authorized of \$609,242 shall be the total contract amount for each additional year.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is authorized to execute a modification agreement with the vendors listed above, to include the contract period extensions and yearly total, in an amount not to exceed \$609,242 per yearly extension across all contracts. Resolution No. 398-23 is hereby modified as per the above and all other provisions of Resolution No. 398-23 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-6437

Agenda Date: 5/16/2024

Agenda #: 8.

Narrative of Resolution:

Approve the 2025 PTS funding request by the Fallsburg Police Department

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

Amount to be authorized by Resolution: \$0

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE APPROVAL OF FOUR (4) TRAFFIC SAFETY BOARD OF ENDORSEMENT 2025 GRANT APPLICATIONS

WHEREAS, Governor's Traffic Safety Committee received four FY 2025 grant applications from Sullivan County, and

WHEREAS, and the Governor's Traffic Safety Committee is seeking the approval on these four (4) grant applications, and

WHEREAS, the Sullivan County Traffic Safety Board hereby approves the following grants for FY 2025:

Sullivan County Child Passenger Safety Program (CPS)	\$15,000
Fallsburg Town Police Department (PTS)	\$4,420
Liberty Village Police Department (PTS)	\$14,850
Sullivan County Sheriff's Office (PTS)	\$4,960

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Traffic Safety Board hereby approves the four (4) above named FY 2025 Grants.

Sullivan County

Legislative Memorandum

File #: ID-6438

Agenda Date: 5/16/2024

Agenda #: 9.

Narrative of Resolution:

Establish a Standard Work Day for Elected and Appointed Officials

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 ESTABLISH A STANDARD WORK DAY FOR ELECTED AND APPOINTED OFFICIALS

WHEREAS, effective August 12, 2009, New York State adopted a new regulation 315.4 for additional reporting requirements for elected or appointed officials that more clearly defines the process for reporting time worked for those officials who are members of the New York State Retirement System, and

WHEREAS, one (1) three month record of work activities were submitted to the Clerk of the Legislature by the elected official that does not maintain a daily record of actual time worked.

NOW THEREFORE BE IT RESOLVED, that the Sullivan County Legislature hereby establishes the following as a standard work day for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the Clerk of the Legislature.

Title of Elected Official	Name	Standard Work Day/ (hrs/day)	Term	Participates in Employers Time Keeping System	Days per month based on Record of Activities	Filed 30 or 90 day record
District Attorney	Brian Conaty	7	01/01/24-12/31/27	N		90
District 7 Legislator	Joseph Perrello	6	01/01/24-12/31/27	N	32.39	90
District 8 Legislator	Amanda Ward	6	01/01/24-12/31/27	N		90
District 9 Legislator	Terry Bernardo	6	01/01/24-12/31/27	N	21.95	90

County Clerk	Russell Reeves	7	01/01/24-12/31/27	N	22.24	90
Title of Elected Official	Name	Standard Work Day/ (hrs/day)	Term	Participates in Employers Time Keeping System	Days per month based on Record of Activities	Filed 30 or 90 day record
District 1 Legislator	Matthew McPhillips	6	01/01/24-12/31/27	N	28.45	90
District 3 Legislator	Brian McPhillips	6	01/01/24-12/31/27	N	25.09	90
District 5 Legislator	Catherine Scott	6	01/01/24-12/31/27	N	22.84	90
District 2 Legislator	Nadia Rajs	6	01/01/24-12/31/27	N		90

BE IT FURTHER RESOLVED, that the Sullivan County Legislature does hereby attest that the above elected official have submitted a three-month log of activities or signed Form RS 2419 Recertification of the Record of Activities and such is on file with the Clerk to the Legislature.

Sullivan County

Legislative Memorandum

File #: ID-6439

Agenda Date: 5/16/2024

Agenda #: 10.

Narrative of Resolution:

To authorize the County Manager to apply for and accept the FY2024 Public Safety Answering Points (PSAP) Operations Grant Program award administered by the New York State Division of Homeland Security and Emergency Services (NYS DHSES)

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: N/A

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO APPLY FOR AND ACCEPT THE FY2024 PUBLIC SAFETY ANSWERING POINTS (PSAP) OPERATIONS GRANT PROGRAM AWARD ADMINISTERED BY THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES (NYS DHSES)

WHEREAS, the New York State Division of Homeland Security and Emergency Services (NYS DHSES) provides funds to support efforts of public safety answering points operations; and

WHEREAS, the NYS DHSES - Office of Interoperable and Emergency Communications (OIEC), is administering the FY2024 Public Safety Answering Point (PSAP) operations grant program; and

WHEREAS, the Sullivan County Division of Public Safety - E911 Communications Department seeks to improve public safety communications operations to keep pace with Next-Generation 911 technologies; and

WHEREAS, the Sullivan County Division of Public Safety - E911 Communications Department has been deemed eligible for funding, in an amount to be determined, to support the improvement of public safety communications and PSAP operations and;

WHEREAS, the Sullivan County Division of Public Safety - E911 Communications Department must submit an application in order to receive said funds and wishes to file an application with the PSAP program; and

WHEREAS, Sullivan County is not required to provide a local cash or in-kind match in support of the PSAP program.

NOW THEREFORE BE IT RESOLVED, that the Sullivan County Division of Public Safety - E911 Communications Department is hereby authorized to prepare an application for funding under the NYS DHSES OIEC PSAP program.

BE IT FURTHER RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and / or their authorized representative (as required by the funding source) to execute any and all necessary documents to submit the FY2024 NYS DHSES OIEC PSAP operations grant program application for funding; and

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

BE IT FURTHER RESOLVED, that if awarded PSAP operations grant program funding, the Sullivan County Division of Public Safety - E911 Communications Department, shall administer the funds and grant program; and

BE IT FURTHER RESOLVED, that should the PSAP operations grant program funding program 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-6442

Agenda Date: 5/16/2024

Agenda #: 11.

Narrative of Resolution:

To authorize the County Manager to apply for and accept the FY2024 Statewide Interoperable Communications (SICG) Formula-Based Grant Program administered by the New York State Division of Homeland Security and Emergency Services (NYS DHSES)

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: N/A

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE COUNTY MANAGER TO APPLY FOR AND ACCEPT THE FY2024 STATEWIDE INTEROPERABLE COMMUNICATIONS (SICG) FORMULA-BASED GRANT PROGRAM ADMINISTERED BY THE NEW YORK STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY SERVICES (NYS DHSES)

WHEREAS, the New York State Division of Homeland Security and Emergency Services (NYS DHSES) provides funds to support efforts of emergency management/homeland security; and

WHEREAS, the NYS DHSES - Office of Interoperable and Emergency Communications (OIEC), is administering the FY2024 Statewide Interoperable Communications Formula-Based Grant (SICFBG) program to provide reimbursement for costs associated with enhancing emergency response; improving capability, governance structures, operating procedures, infrastructure development; and addressing SAFECOM guidance; and

WHEREAS, the Sullivan County Division of Public Safety has been deemed eligible for the funding, in an amount to be determined, to support the improvement of public safety communications and PSAP operations; and

WHEREAS, the Sullivan County Division of Public Safety - E911 Communications Department must submit an application in order to receive said funds and wishes to file an application with the grant program; and

WHEREAS, Sullivan County is not required to provide a local cash or in-kind match in support of the SICFBG program.

NOW THEREFORE BE IT RESOLVED, that the Sullivan County Division of Public Safety - E911 Communications Department is hereby authorized to prepare an application for funding under the NYS DHSES OIEC SICFBG program.

BE IT FURTHER RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and / or their authorized representative (as required by the funding source) to execute any and all necessary documents to submit the FY2024 NYS DHSES OIEC SICFBG program application for funding; and

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

BE IT FURTHER RESOLVED, that if awarded DHSES grant funding, the Sullivan County Division of Public Safety - E911 Communications Department, shall administer the funds and grant program; and

BE IT FURTHER RESOLVED, that should the DHSES grant funding program 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-6445

Agenda Date: 5/16/2024

Agenda #: 12.

Narrative of Resolution:

Correct the salary schedule for seasonal part-time and per-diem positions in the Parks, Recreation and Beautification Department.

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 THE EXECUTIVE COMMITTEE TO CORRECT THE SALARY SCHEDULE FOR SEASONAL PART-TIME AND PER-DIEM POSITIONS IN THE PARKS, RECREATION AND BEAUTIFICATION DEPARTMENT

WHEREAS, the Department of Parks, Recreation and Beautification employs seasonal, part-time and per-diem employees for several of its departments; and

WHEREAS, Resolution 117-24, adopted on February 15, 2024, set the salaries for these positions within the department; and

WHEREAS, the salary increases for returning staff was inadvertently left off the salary schedule; and

WHEREAS, the attached "Schedule A" includes such increases for returning staff.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby adopts the attached salary schedule, "Schedule A", including salary increases for returning staff effective January 1, 2024.

“Schedule A”

Parks, Recreation and Beautification Department Seasonal, Part-time and Per-diem Positions
2024 Starting Salary Recommendations

Position	Hourly Rate w/ No Experience for 2024
Laborer I (Seasonal)	\$16.30 *
Park Entry Attendant	\$16.30 *
Student Worker (Seasonal)	\$16.30 *
Visitors Experience Assoc.	\$16.30 *
Laborer I (Seasonal), Clean Team Leader	\$17.30 *
Senior Visitors Experience Associate	\$17.30 *
Lifeguard	20.80 *
Assistant Park and Recreation Director/Lifeguard	\$23.30 **
Park Manager	\$25.80 **
Museum Attendant-PT & Per-diem	\$17.30

* Returning employees will receive an additional \$.50 cent increase per year of experience.

** Returning employees will receive an additional \$.50 cent increase per year of experience only if they previously held that position.

Sullivan County

Legislative Memorandum

File #: ID-6446

Agenda Date: 5/16/2024

Agenda #: 13.

Narrative of Resolution:

Authorizes award and execution of an agreement with Delaware Engineering, D.P.C., to develop a Countywide assessment of potable water and wastewater infrastructure. The County is focused on safeguarding its local and regional water supply, balancing land use needs with available water resources and supporting smart development and water sustainability, for both current and future residents. The resulting assessment will support the County's commitment to maintaining water quality and quantity to meet the needs of the population and the environment, by identifying important infrastructure such as water and sewer lines, potable water facilities and wastewater treatment facilities. It will foster improvements to current infrastructure related to safe drinking water and wastewater treatment and guide development throughout the County by supplying a detailed understanding of existing conditions.

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

Amount to be authorized by Resolution: not to exceed \$250,000

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: A-8020-90-47-4763

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE AWARD AND EXECUTION OF A CONTRACT WITH DELAWARE ENGINEERING, D.P.C.

WHEREAS, Sullivan County ("County") issued an RFP, R-24-12, seeking proposals from qualified consultants to develop a countywide assessment of potable and wastewater infrastructure ("assessment"); and

WHEREAS, the assessment will support the County's commitment to maintaining water quality and quantity to meet the needs of the population and the environment, by identifying important infrastructure such as water and sewer lines, potable water facilities, and wastewater treatment facilities; and

WHEREAS, the assessment will evaluate the historic and background development of facilities, analyze current conditions and challenges, and provide a recommended list of potential improvements to infrastructure; and

WHEREAS, staff in the Sullivan County Division of Planning have reviewed proposals and conducted interviews, and determined that Delaware Engineering, D.P.C., is the best qualified firm to provide the services required; and

WHEREAS, the total cost of this assessment will not exceed \$250,000 as per the budget provided by the consultant in their proposal in response to R-24-12; and

WHEREAS, funding for this initiative is available in the 2024 Operating Budget.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature authorizes the County Manager to execute an agreement with Delaware Engineering, D.P.C. to develop a countywide assessment of potable and wastewater infrastructure, in such form as the County Attorney shall approve, in an amount not to exceed \$250,000.

Sullivan County

Legislative Memorandum

File #: ID-6447

Agenda Date:

Agenda #: 14.

Narrative of Resolution:

TO AUTHORIZE A NEW 3-YEAR AGREEMENT WITH CATALIS COURTS & LAND RECORDS, LLC FOR THEIR CASELOAD EXPLORER SOFTWARE SOLUTION

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

Amount to be authorized by Resolution: \$43,304.07 (in annual installments as indicated below)

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: Agreement received from vendor for a long-used software solution.

WHEREAS, in 2023, Automon, LLC, provider of the Caseload Explorer software solution to the Sullivan County Probation Department for probationer case, pretrial, and specialty court management, was acquired by Catalis Courts & Land Records, LLC, 3025 Windward Plaza, Suite 200, Alpharetta, GA 30005; and

WHEREAS, since 2007, the Probation Department has used Caseload Explorer on a daily basis; and

WHEREAS, the existing agreement term is set to expire; and

WHEREAS, the Caseload Explorer software product continues to perform as intended and the County wishes to continue its use.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is hereby authorized to enter into a new three-year 'Master Software License & Maintenance Agreement' with Catalis Courts & Land Records, LLC for Caseload Explorer in an amount not to exceed \$43,304.07 to be paid in annual installments as follows:

2024-2025	\$13,736.56
2025-2026	\$14,423.22
2026-2027	\$15,144.29

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-6454

Agenda Date: 5/16/2024

Agenda #: 15.

Narrative of Resolution:

Abolish and Create positions in the Department of Public Health and Department of Community 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? Choose an item.

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO ABOLISH AND CREATE POSITIONS IN THE DEPARTMENT OF PUBLIC HEALTH AND THE DEPARTMENT OF COMMUNITY SERVICES

WHEREAS, the Office of Management and Budget has demonstrated a need to create and abolish certain positions within Health Finance under the Office of Management and Budget to enhance the fiscal accountability and performance in the Department of Public Health and the Department of Community Services; and

WHEREAS, the Office of Management and Budget and the County Manager's Office recommends, that the below three (3) positions be abolished and below three (3) positions be created.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the abolishment and creation of the following positions:

Abolish

Position 0244 Senior Account Clerk (Department of Public Health)

Position 2981 Senior Account Clerk /Typist (Department of Public Health)

Position 2699 Record Acct & Medical Billing (Department of Community Services)

Create

Principal Account Clerk (Department of Public Health)

Financial Account Clerk (Department of Public Health)

Fiscal Administrative Officer (Department of Community Services)

BE IT FURTHER RESOLVED, the salaries will be set in accordance with the Teamster Salary Schedule and Management/Confidential Salary Schedule; and

BE IT FURTHER RESOLVED, all of the created positions above have authority to be filled immediately.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6455

Agenda Date: 5/16/2024

Agenda #: 16.

Narrative of Resolution:

WHEREAS, the County of Sullivan took title to the parcels known as Town of Bethel tax map #16.-1-13.26 and #16.-1-13.27 through In Rem Foreclosure Proceedings; and

WHEREAS, the Town of Bethel agreed to accept a gratuitous offer of conveyance from the County of Sullivan for the aforesaid parcels and the Sullivan County Legislature conveyed said parcels to the Town of Bethel via Resolution #261-2023, to be utilized for municipal and highway purposes; and

WHEREAS, Resolution #261-2023 was passed after taxable status day and the parcel accrued both 2023/2024 school taxes and 2024 County/Town taxes and the Sullivan County Treasurer is desirous of clearing the outstanding liens on the aforementioned parcels. The Town Assessor has identified these parcels as being used for the public and the same are now wholly exempt from taxation.

NOW THEREFORE BE IT RESOLVED,

The Sullivan County Treasurer is hereby authorized and directed to cancel any outstanding County/Town real property taxes due and owing on the properties identified above.

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:

Click or tap here to enter text.

Sullivan County

Legislative Memorandum

File #: ID-6456

Agenda Date: 5/16/2024

Agenda #: 17.

Narrative of Resolution:

WHEREAS, the County Treasurer is the Real Property Tax Enforcement Officer for the County of Sullivan pursuant to the Real Property Tax Law of the State of New York; and

WHEREAS, the County Treasurer filed a List of Delinquent Taxes on or about November 1, 2022 which included the parcels known as Town of Liberty tax map #29.-2-2.1 and 31.-1-38; and

WHEREAS, the County Treasurer commenced the tax foreclosure proceeding for unpaid 2022 taxes on November 15, 2023; and

WHEREAS, Town of Liberty tax map #29.-2-2.1 and 31.-1-38, meet one or more of the criteria so that it should be withdrawn from the foreclosure proceeding pursuant to §1138 of the Real Property Tax Law, in that if the County were to acquire the parcel, there is a significant risk that it might be exposed to a liability substantially in excess of the amount that could be recovered by enforcing the tax lien; and

WHEREAS, Town of Liberty tax map #29.-2-2.1 is a 97' x 119.2' strip of land which was the site of a former gas station. Town of Liberty tax map #31.-1-38 is a 0.18 acre of land with improvements including a former gas station; and

WHEREAS, based upon the foregoing, the County Treasurer and Real Property Advisory Board have determined that it would be in the best interest of the County to execute and file a Certificate of Withdrawal of this parcel from the foreclosure proceeding; and

WHEREAS, the County Treasurer and Real Property Advisory Board have determined that the commencement of supplementary proceedings against said parcel pursuant to §1138(5) of the Real Property Tax Law in the manner provided by §990 of the Real Property Tax Law would not be an effective means to enforce collection of the delinquent tax liens at the present time because the property is a 4.68 acre parcel of land which is a private road in disrepair. All adjacent property owners were previously afforded an opportunity to purchase said parcel from the County and none of the owners were interested in doing so. In addition, the Town of Lumberland previously offered to adopt said road as a Town Road, but required that substantial improvements be done to make it a legal road prior to adoption, which the adjacent property owners were not willing to do; and

WHEREAS, there is no practical method to enforce the collection of the delinquent tax liens regarding said parcel and that a supplementary proceeding to enforce collection of the taxes would not be effective; and

WHEREAS, considering all of the circumstances set forth above, it would be in the best interest of the County to have the County Treasurer execute and file a Certificate of Cancellation and a Certificate of Prospective Cancellation affecting said parcel; and

WHEREAS, the County has made the other tax districts whole regarding the delinquent tax liens affecting said parcels; and

WHEREAS, it would be in the best interest of the County to charge back to the various municipal corporations the amount so credited or guaranteed;

NOW, THEREFORE, BE IT RESOLVED, that after the filing of said Certificate of Withdrawal, the County Treasurer is hereby authorized to issue a Certificate of Cancellation pursuant to §1138(6)(b) and to charge back to the affected municipal corporations the amounts so credited or guaranteed pursuant to §1138(6)(c), and to issue a Certificate of Prospective Cancellation pursuant to §1138(6)(d) and to file a copy of same with the Assessor of the assessing unit in which said parcel is located, and with the County Director of Real Property Tax Services pursuant to §1138(6)(d) of the Real Property Tax Law, thereby making said parcel exempt until this governing body shall determine that said parcel should be restored to the taxable portion of the assessment roll.

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:

Click or tap here to enter text.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6374

Agenda Date: 4/18/2024

Agenda #: 18.

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.

March 31, 2024 Resolution Needed - B
Sullivan County Budget Modifications 2024

G/L Account	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-1340-40-4013 - CONTRACT CONTRACT OTHER			300,000	
A-6410-40-4044 - CONTRACT TOURISM & PROMOTION ADMIN				300,000
A Fund Total	-	-	300,000	300,000