



# Sullivan County

## Government Services Committee

### Meeting Agenda - Final

100 North Street  
Monticello, NY 12701

Chairman Nicholas Salomone Jr.  
Vice Chairman Catherine Scott  
Committee Member Joseph Perrello  
Committee Member Brian McPhillips  
Committee Member Matt McPhillips

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**Thursday, October 9, 2025**

**9:00 AM**

**Government Center**

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

#### **Roll Call**

#### **Comments:**

#### **Reports:**

1. Purchasing & Central Services

[ID-7791](#)

**Attachments:** [OCT 2025](#)

2. Board of Elections

[ID-7794](#)

3. County Clerk

4. SUNY Sullivan

5. Cornell Cooperative Extension

#### **Discussion:**

#### **Public Comment**

#### **Resolutions:**

1. Authorize a contract with the New York State Board of Elections.

[ID-7810](#)

#### **Adjourn**



# Sullivan County

## Legislative Memorandum

100 North Street  
Monticello, NY 12701

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**File #:** ID-7791

**Agenda Date:** 10/9/2025

**Agenda #:** 1.

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**1. BIDS COMPLETED:**

- **Stone and Gravel (B-25-35)**  
 Aden Mining & Materials, Inc  
 Callanan Industries, Inc.  
 E. Tetz & Sons, Inc.  
 JML Quarries, Inc.  
 Rutledge Excavating, Inc.  
 Ulster Farms & Materials, Inc.  
 Montgomery, NY  
 Albany, NY  
 Middletown, NY  
 White Lake, NY  
 Equinuck, PA  
 Gardiner, NY
- **Geo-Synthetic Materials for Various Embankment Stabilization Projects (B-25-37)**  
 White Cap LP  
 Albany, NY
- **Oil and Lubricants for Public Works (B-25-40)**  
 PetroChoice LLC  
 Superior Lubricants  
 King of Prussia, PA  
 North Tonawanda, NY

**2. EXTENDED BIDS:**

- **Milk and Dairy Products (B-22-59)**  
 Home Town Distributor, Inc

**3. RFP'S ISSUED:**

- Medical Director and/or Medical Consulting Services for Sullivan County Public Health Services, #R-25-05- Contract Phase
- Foster Care Software Support Solution for S.C. Department of Social Services, #R-25-08- Under Review
- Culturally Competent Training Services for Clinicians Working with First Responders and Veterans, #R-25-16- Contract Phase
- Quick Response Team Agency Services, #R-25-20- Under Review
- Loading, Hauling, & Final Disposal Services for Municipal Solid Waste-Construction & Demolition Debris, #R-25-22-Under Review
- Mobile Food Concessions at Lake Superior, #R-25-23- Contract Phase
- Operation of Restaurant at the Terminal of the Sullivan County International Airport, #R-25-30- Issued
- Forensic Pathologist Services for the Sullivan County Coroner's Office, #R-25-32- Issued
- Supply of Garbage Dumpsters & Garbage Removal Services for Various County locations (R-25-33)-Issued

**4. BIDS ISSUED:**

- Custodial Cleaning Services, #B-25-39- Contract Phase
- Rebid Elevator Renovations at Various S.C. Buildings, #B-25-41- Under Review

**5. EXECUTED CONTRACTS:**

- Personal Care & Home Health Aides for Public Health and Aging, #R-21-09-Any-Time Home Care, Inc. (mod #4)
- Broadband Project Management Services for Catskills Open Access Network for S.C., #R-25-12- ECC Technologies, Inc.
- Medical Coding and Coding Audit Services, #R-22-26- McBee- Division of NetSmart Technologies (Mod #3)
- Update of Coordinated Transportation Services Plan, #R-25-13- Kittelson Engineering, PA affiliate of Kittelson & Associates

- Leadership Development Training Program, #R-23-08- Authentic Communication Matters (Mod #3)
- Emergency Medical Services for S.C., #R-24-15- SeniorCare Emergency Medical Services dba SeniorCre EMS of Sullivan County LLC (Mod #1)
- Personal Care & Home Health Aides for Public Health and Aging, #R-21-09- A&T Healthcare, LLC (mod #4)

**6. Processed 233 Purchase Orders**



# Sullivan County

## Legislative Memorandum

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**File #:** ID-7794

**Agenda Date:** 10/9/2025

**Agenda #:** 2.

### Board of Elections Report Government Services October 9, 2025

We have been busy preparing for the upcoming General Election. We have issued over 3,000 ballots for this year's General Election.

The BOE conducted Inspector Training in August and September, which was attended by nearly two hundred Inspectors.

Sample Ballots have been posted on the Board of Elections website for the General Election ([sullivan.ny.gov/Departments/Elections/SampleBallots](https://sullivan.ny.gov/Departments/Elections/SampleBallots) <<https://sullivan.ny.gov/Departments/Elections/SampleBallots>>).

#### **Important Dates, Deadlines & Information:**

- ❖ Saturday, October 25<sup>th</sup> is the last day for the Board of Elections to receive a Voter Registration by mail or in person (our office will be open from 9am until 5pm). This is also the last day for the BOE to receive an Absentee /Early Vote by Mail application by mail.
  - Any Voter may request a postage paid Early Vote by Mail Ballot (no reason required), by paper application or via the online portal: <https://elections.ny.gov/request-ballot>
- ❖ October 20<sup>th</sup> is the last day for the BOE to receive a change of address from a Voter.
- ❖ The BOE will have extended hours on the following dates:
  - Tuesday, October 21<sup>st</sup> 9am until 7pm
  - Thursday, October 23<sup>rd</sup> 9am until 7pm
  - Tuesday, October 28<sup>th</sup> 9am until 8pm
  - Thursday, October 30<sup>th</sup> 9am until 8pm
- ❖ Early Voting runs from Saturday, October 25<sup>th</sup> until Sunday, November 2<sup>nd</sup> at the Sullivan County Government Center in Monticello and Public Health in Liberty.

Saturday October 25	9:00 am - 5:00 pm
Sunday October 26	9:00 am - 5:00 pm
Monday October 27	9:00 am - 5:00 pm
Tuesday October 28	12:00 pm - 8:00 pm
Wednesday October 29	9:00 am - 5:00 pm
Thursday October 30	12:00 pm - 8:00 pm
Friday October 31	9:00 am - 5:00 pm

Saturday November 1	9:00 am - 5:00 pm
Sunday November 2	9:00 am - 5:00 pm

The hours are also posted on our website at: [sullivan.ny.gov/Departments/Elections/EarlyVoting](https://sullivan.ny.gov/Departments/Elections/EarlyVoting)  
<<https://sullivan.us/Departments/Elections/EarlyVoting>>

- ❖ As always, there is no Early Voting the day before the election (Monday, November 3<sup>rd</sup>).
- ❖ **Election Day is Tuesday, November 4<sup>th</sup>.** All Poll Sites will be open from 6am until 9pm in Sullivan County.
  
- ❖ Sullivan County voters are encouraged to check their registration status before the October 25<sup>th</sup> deadline, by contacting the Sullivan County Board of Elections at (845)807-0400, or on the website at: [voterlookup.elections.ny.gov/](https://voterlookup.elections.ny.gov/) <<https://voterlookup.elections.ny.gov/>>



Sullivan County  
Legislative Memorandum

100 North Street  
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**File #:** ID-7810

**Agenda Date:** 10/9/2025

**Agenda #:** 1.

**Narrative of Resolution:**

Authorize a 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:** \$20,691.75

**Are funds already budgeted?** Yes

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

If 'No,' specify proposed source of funds:

**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 VOTE BY MAIL GRANT PROGRAM."**

**WHEREAS,** the New York State Board of Elections ("NYS BOE") has issued a contract (Contract C005387) for grant funding programs called the "2025 Vote By Mail Grant Program" to reimburse Sullivan County for eligible costs related to providing pre-paid return postage and outgoing postage on absentee ballots and applications, and early voting by mail ballots and applications; 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 \$20,691.75.

**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 Vote By Mail Grant Program funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.