



Sullivan County

Executive Committee

Meeting Agenda - Final

100 North Street
Monticello, NY 12701

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

Thursday, October 19, 2023

9:00 AM

Government Center

Call To Order and Pledge of Allegiance

Roll Call

Comments:

Resolutions:

1. To authorize the Modification of the Legislative County Funding Program Resolution Number 262-23 Adopted on June 15,2023 and the Allocation of 2023 State Aid to County Youth Programs Resolution Number 263-23 Adopted on June 15, 2023 [ID-5853](#)
Sponsors: Office for the Aging and Deoul
2. Resolution to Reject Additional Auction Bid [ID-5857](#)
3. Resolution to direct the Sullivan County Treasurer issue Certificates of Cancellation and Certificates of Prospective Cancellation pursuant to §1138, et. seq. [ID-5858](#)
4. Set a public hearing for the 2021 Housing Activities Community Development Block Grant as required by NYS Office of Community Renewal. Sullivan County was awarded \$1,475,000 to support various housing activities and the second public hearing is required to maintain compliance with the program. [ID-5865](#)

5. Sullivan County must appoint a Hazard Mitigation Coordinator to monitor, evaluate and update the Hazard Mitigation Plan in accordance with local, state and federal requirements. The County has been without a Hazard Mitigation Coordinator since the departure of an employee in February of 2023. [ID-5866](#)
6. Authorize reimbursement of costs associated with the auction of a foreclosed parcel [ID-5867](#)
7. To reappoint Edward P. McAndrew, P.E. for an additional four (4) year term as Commissioner of Public Works and the County Superintendent of Highways. [ID-5869](#)
8. To amend the Management/Confidential Salary Schedule. [ID-5870](#)
9. Authorize an agreement with Unalam for fabrication, storage and delivery of Glued Laminated Timber components for Airport Terminal Project [ID-5871](#)
10. Authorize agreement with SUNY Sullivan for construction of a roof on the H Building [ID-5873](#)

Adjourn



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5853

Agenda Date: 10/19/2023

Agenda #: 1.

AUTHORIZE THE MODIFICATION OF THE LEGISLATIVE COUNTY FUNDING PROGRAM RESOLUTION NUMBER 262-23 ADOPTED ON JUNE 15, 2023 AND THE ALLOCATION OF 2023 STATE AID TO COUNTY YOUTH PROGRAMS RESOLUTION NUMBER 263-23 ADOPTED ON JUNE 15, 2023.

WHEREAS, Resolution # 262-23 and Resolution # 263-23 were approved by the Sullivan County Legislature on June 15, 2023, for the County to allocate State and County funds between the County of Sullivan and County oriented entities with achieving such goals as youth programming; and

WHEREAS, this resolution is to modify resolutions #262-23 and 263-23, which inadvertently omitted the vendor name for the programs entitled Youth Achievement and Development (YARD) and Court Appointed Special Advocates (CASA); and

NOW, THEREFORE, BE IT RESOLVED, the Sullivan County Legislature does hereby authorize the modification of resolutions 262-23 and 263-23 to reflect Dispute Resolution Center, Inc as the vendor who shall receive the funding for the programs Youth Achievement and Development (YARD) and Court Appointed Special Advocates (CASA).



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5857

Agenda Date: 10/19/2023

Agenda #: 2.

Narrative of Resolution:

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

WHEREAS, Absolute Auctions and Realty, Inc conducted an auction on September 6, 2023 and September 7, 2023 and by the Terms of Sale, the County reserved the right to withdraw any property listed in the notice of sale from the auction and further required that all such bids at the auction be approved or rejected by the Sullivan County Legislature; and

WHEREAS, except for the bids on Lots 29, 35 and 40, all other bids recorded at the real property auction held on September 6, 2023 and September 7, 2023 were accepted by Resolution #361-23 of the Sullivan County Legislature dated September 14, 2023; and

WHEREAS, after the Resolution was passed, the County Treasurer was made aware of important issues that affect Lot #49 which was sold at the September 6, 2023 auction; and

WHEREAS, after discussion, the Real Property Advisory Board recommended that the bid made for Lot #49 be rejected and that the down payment for said parcel be returned to the successful bidder.

NOW, THEREFORE, BE IT RESOLVED, that the bid made for Lot 49 set forth above be rejected and the down payment returned to the successful bidder.

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



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5858

Agenda Date:

Agenda #: 3.

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, 2019 which included the parcel known as Fallsburg 11.-1-39.02./0101; and

WHEREAS, the County Treasurer filed a List of Delinquent taxes on or about November 1, 2020 which included the parcels known as Delaware 15.-2-35 and Thompson 48.-1-56; and

WHEREAS, the County Treasurer filed a List of Delinquent taxes on or about November 1, 2021 which included the parcels known as Bethel 46.-13-7, Bethel 55.A-1-76, Fallsburg 51.-2-22, Forestburgh 30.-2-4.1 and Lumberland 5.-11-9; and

WHEREAS, the County Treasurer previously commenced tax foreclosure proceedings for unpaid taxes and foreclosed upon all of the parcels set forth above; and

WHEREAS, all of the above-mentioned parcels meet one or more of the criteria so that they should be withdrawn from the foreclosure proceeding pursuant to §1138 of the Real Property Tax Law, in that 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 the taxes due have been cancelled or will be subject to cancellation pursuant to §558 of the Real Property Tax Law; and

WHEREAS, the County Treasurer has determined that the commencement of supplementary proceedings against said parcels in the Towns of Bethel, Delaware, Fallsburg, Forestburgh, Lumberland and Thompson 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 for the following reasons:

Bethel 46.-13-7

This parcel is a 30' x 250' undeveloped road which was created by the filing of a subdivision map. The dedication of the parcel to the County or Town should have been done by the applicant at the time of the filing of the subdivision, but was never accomplished. The Real Property Tax Department no longer permits parcels of this nature to be created in any Town.

Bethel 55.A-1-76

This parcel is a 4 acre landlocked parcel of land which was created by the filing of a subdivision/lot improvement map in 2006. Since that time, the owner of this parcel has been "unknown" and the taxes have been paid by a third party (non-owner). That third party has since stopped voluntarily paying taxes on this parcel. The parcel is adjacent to several parcels and all owners have been afforded an opportunity to purchase

this lot, but none have offered to do so.

Delaware 15.-2-35

This parcel is a 20' x 200' right of way which was created by the filing of a subdivision map. The dedication of the parcel to the County or Town should have been done by the applicant at the time of the filing of the subdivision, but was never accomplished. If this parcel was formally dedicated to the County or Town, it would be removed from the tax rolls, so there is no harm to the County in requesting the relief herein.

Fallsburg 11.-1-39.02./0101

This parcel is a free-standing condominium unit in the fire-damaged development known as "Grandview Palace". After investigation, the parcel is not connected to any utilities due to the surrounding conditions of the lot. Further, access to the parcel is limited due to the fact that the entire area is fenced off due to the unsafe nature of the remaining burned-out buildings surrounding the parcel.

Fallsburg 51.-2-22

This parcel is a small 20' x 233.07' strip of land/road. The parcel is adjacent to several parcels and all owners have been afforded an opportunity to purchase this lot, but none have offered to do so.

Forestburgh 30.-2-4.1

This parcel is a small 10' x 490' (0.11 acre) strip of land/road created in 1938. The parcel is adjacent to several parcels and all owners have been afforded an opportunity to purchase this lot, but none have offered to do so.

Lumberland 5.-11-9

This parcel is a 100.8' x 119' landlocked parcel of land which was created by the filing of a subdivision/lot improvement map in 1960. The parcel is adjacent to several parcels and all owners have been afforded an opportunity to purchase this lot, but none have offered to do so.

Thompson 48.-1-56

This parcel is a small 1' x 1694.01' strip of land which was created in 1957 for an unknown purpose. The parcel is adjacent to several parcels and all owners have been afforded an opportunity to purchase this lot, but none have offered to do so. The Real Property Tax Department no longer permits parcels of this nature to be created in any Town.

WHEREAS, there is no practical method to enforce the collection of the delinquent tax liens regarding said parcels 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 each parcel; and

WHEREAS, the Real Property Advisory Board has reviewed the circumstances surrounding each of the parcels above in depth and recommends that the County Treasurer execute and file a Certificate of Cancellation and a Certificate of Prospective Cancellation for each 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 for each parcel 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 for each parcel 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(s) 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:

N/A



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5865

Agenda Date: 10/19/2023

Agenda #: 4.

Narrative of Resolution:

Set a public hearing for the 2021 Housing Activities Community Development Block Grant as required by NYS Office of Community Renewal. Sullivan County was awarded \$1,475,000 to support various housing activities and the second public hearing is required to maintain compliance with the program.

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 HOLDING A PUBLIC HEARING REQUIRED FOR PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, the New York State Homes and Community Renewal Housing Trust Fund Corporation Office of Community Renewal issued a new Notice of Funding Availability for Housing Activities through the NYS Community Development Block Grant ("CDBG") making approximately \$20 million of Federal funds available; and

WHEREAS, Sullivan County (the "County") is a unit of local government within the Mid-Hudson REDC and is an eligible applicant to access this funding; and

WHEREAS, the County was awarded \$1,475,000 to support various housing activities, including housing rehabilitation, homeownership assistance, and mobile home replacement ("Project"); and

WHEREAS, the County must hold a second public hearing, as required by the rules and regulations of the above program, allowing for citizen feedback on the community and economic development needs of the community and the Project prior to close out of the award.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature will hold a public hearing on 10:50am Thursday, November 16, 2023 in the Legislative Hearing Room at the Sullivan County Government Center in Monticello, New York, for the purposes outlined above and will provide appropriate public notice of such hearing in the form of display advertisements.

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

The County of Sullivan will hold a public hearing at 10:50 am on Thursday, November 16, 2023 in the Legislative Hearing Room in the Government Center at 100 North Street, Monticello, NY for the purpose of hearing public comments on the County of Sullivan’s current Community Development Block Grant (CDBG) project for Housing Activities, NYS CDBG Project #1126HO318-21. The County was awarded \$1,475,000 to support housing activities including home rehabilitation, home ownership, and mobile home replacement for eligible participants. The CDBG program is administered by the New York State Office of Community Renewal (OCR), and provides resources to eligible local governments to support housing, economic development, public facilities, public infrastructure, and planning activities. The hearing will provide further information about the progress of the ongoing CDBG project. Comments related to the

effectiveness of administration of the CDBG project will also be received at this time. The hearing is being conducted pursuant to Section 570.486, Subpart I of the CFR and in compliance with the requirements of the Housing and Community Development Act of 1974, as amended.

The Legislative Hearing Room in the Government Center at 100 North Street, Monticello, NY is accessible to persons with disabilities. If special accommodations are needed for persons with disabilities, those with hearing impairments, or those in need of translation from English, those individuals should contact Clerk of the Legislature at the Sullivan County Government Center, 100 North Street, Monticello, NY at least one week in advance of the hearing date to allow for necessary arrangements. Written comments may also be submitted to the Clerk of the Legislature at the Sullivan County Government Center, 100 North Street, Monticello, NY until 5:00pm on Monday, November 20, 2023.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5866

Agenda Date: 10/19/2023

Agenda #: 5.

Narrative of Resolution:

Sullivan County must appoint a Hazard Mitigation Coordinator to monitor, evaluate and update the Hazard Mitigation Plan in accordance with local, state and federal requirements. The County has been without a Hazard Mitigation Coordinator since the departure of an employee in February of 2023.

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

Amount to be authorized by Resolution: \$0

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE APPOINTMENT OF A COUNTY HAZARD MITIGATION COORDINATOR

WHEREAS, Resolution 368-06 authorized the Division of Planning to house the position of Hazard Mitigation Coordinator and assume the responsibility for periodically updating the Comprehensive Emergency Management Plan (CEMP); and

WHEREAS, Sullivan County (“County”) is responsible for updating and maintaining a county-wide Multi-Jurisdictional Hazard Mitigation Plan (HMP), which is required in order to be deemed eligible for certain disaster relief and other funding opportunities; and

WHEREAS, the County must appoint a Hazard Mitigation Coordinator to monitor, evaluate, and update the HMP in accordance with local, state, and federal requirements; and

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

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

WHEREAS, the County Manager has determined that the periodic update of the CEMP should be the responsibility of the Division of Public Safety.

NOW, THEREFORE, BE IT RESOLVED, the Sullivan County Legislature hereby authorizes the County Manager to designate the role of Hazard Mitigation Coordinator as a responsibility of the Commissioner of Planning, Community Development & Environmental Management; and

BE IT FURTHER RESOLVED, the periodic update of the CEMP shall be the responsibility of the Division of Public Safety.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5867

Agenda Date: 10/19/2023

Agenda #: 6.

Narrative of Resolution:

Authorize reimbursement of costs associated with the auction of a foreclosed parcel

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

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

Are funds already budgeted? Choose an item.

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE THE REIMBURSEMENT OF COSTS ASSOCIATED WITH THE AUCTION OF A FORECLOSED PARCEL

WHEREAS, pursuant to RPTL Article 11 the Sullivan County Treasurer’s Office foreclosed the County’s tax lien against at parcel of real property designated on the Town of Lumberland tax map as Section 19 Block 1 Lot 3.3 (“Subject Parcel”); and

WHEREAS, after the sale to the highest bidder at the auction was completed it came to the County’s attention that the Subject Parcel may not exist; and

WHEREAS, the Director of Real Property searched the real property records and after an extensive review concluded that the Subject Parcel never actually existed even though its has appeared on the tax map for several decades; and

WHEREAS, the highest bidder Mr. Kramarchuk paid the County \$2726.15 in purchase price and fees to acquire the Subject Parcel and paid \$600.00 for a survey and \$2200.00 in landscaping to improve the property; and

WHEREAS, the Real Property Advisory Board unanimously recommends that the County pay Mr. Kramarchuk the amount \$5526.15 due to his reliance on the County’s representation that the Subject Parcel did exist.

NOW THEREFORE BE IT RESOLVED, the Sullivan County Legislature hereby authorizes the Treasurer to pay Mr. Kramarchuk the amount of \$5526.15 in order to settle this controversy; and

BE IT FURTHER RESOLVED, that the offices of Real Property Tax and County Attorney acquire and file the paperwork necessary to remove the Subject Parcel from the tax map and rescind any outstanding real property taxes currently due and owing on the Subject Parcel.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5869

Agenda Date: 10/19/2023

Agenda #: 7.

Narrative of Resolution:

To reappoint Edward P. McAndrew, P.E. for an additional four (4) year term as County Superintendent of Highways.

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:

Click or tap here to enter text.

WHEREAS, the County Manager has recommended the reappointment of Edward P. McAndrew, P.E. for the position of Commissioner of Public Works, and, pursuant to Highway Law Section 100, County Superintendent of Highways; and

WHEREAS, Edward P. McAndrew, P.E. continues to possess all of the qualifications required for Commissioner of Public Works as well as for County Superintendent of Highways, and maintains an exemplary record as a licensed professional engineer.

NOW THEREFORE, BE IT RESOLVED, that Edward P. McAndrew, P.E. be reappointed as the Commissioner of Public Works, and, pursuant to Highway Law Section 100, County Superintendent of Highways for a additional four (4) year term, effective July 26th, 2024, and

BE IT FURTHER RESOLVED, that the salary for Commissioner of Public Works be set according to the Management/Confidential Salary Scheduled, subject to merit increases, as recommended by the County Manager and approved by the County Legislature for the period of July 26th, 2024 through July 25th, 2028.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5870

Agenda Date: 10/19/2023

Agenda #: 8.

Narrative of Resolution:

To amend the Management/Confidential Salary Schedule for Grade 10.

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:

N/A

WHEREAS, the County Manager has recommended that the Grade 10 on the Management/Confidential Salary Schedule to be amended to reflect a salary range of \$110,000 through \$150,000 to be set at the discretion of the County Manager; and

WHEREAS, the positions within this grade are Commissioner level and/or higher and there is a need to be competitive with the surrounding like counties for recruitment and retention of qualified individuals for these positions.

NOW THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby amends the Management/Confidential Salary Schedule for Grade 10 to set the salary range of \$110,000 through \$150,000.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5871

Agenda Date: 10/19/2023

Agenda #: 9.

Narrative of Resolution:

Authorize an agreement with Unalam for fabrication, storage and delivery of Glued Laminated Timber components for Airport Terminal Project

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

Amount to be authorized by Resolution: \$895,000 State Reimbursement Grant

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: for fabrication, storage and delivery of glued laminated timber components for Airport Terminal Project H03 Terminal Grant

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE AND EXECUTE A CONTRACT WITH, INCLUDING PARTIAL PAYMENT, UNALAM FOR THE FABRICATION, STORAGE, AND DELIVERY OF GLUED LAMINATED TIMBER COMPONENTS FOR THE AIRPORT TERMINAL PROJECT

WHEREAS, the Terminal Project at the Sullivan County International Airport has a short construction deadline per the funding source; and

WHEREAS, to avoid construction delays, Sullivan County bid the long lead glued laminated timber components of the project prior to the overall construction project bid; and

WHEREAS, Bid B-23-53 was received and Unalam, 18 Clifton St., Unadilla, NY 13849 was the lowest responsible bidder; and

WHEREAS, DPW and the Design Professional of Record have reviewed Unalam's bid proposal and recommends award of contract; and

WHEREAS, Unalam's bid is for fabrication, storage, and delivery of the glued laminated timber components as the project requires them; and

WHEREAS, the fabrication process includes engineering and shop drawing development as well as

materials procurement and Unalam has requested partial pre-payment as part of their proposal; and

WHEREAS, NYSDOT Standard Specifications provide for 85% partial payment to vendors for stored material.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a contract with, including partial payments to Unalam, in a total amount not to exceed \$895,000.00, in such form as the County Attorney shall approve.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5873

Agenda Date: 10/19/2023

Agenda #: 10.

Narrative of Resolution:

Authorize agreement with SUNY Sullivan for construction of a roof on the H Building

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

Amount to be authorized by Resolution: Not to exceed \$625,000

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY EXECUTIVE COMMITTEE TO AUTHORIZE COUNTY MANAGER TO ENTER INTO AN AGREEMENT WITH SUNY SULLIVAN FOR CONSTRUCTION OF A ROOF ON THE H BUILDING

WHEREAS, the Sullivan County Community College has identified that the roof on the H building needs reconstruction; and

WHEREAS, County Resolution 474-22 enacted on November 17, 2022 appropriated up to \$625,000 in support of this project; and

WHEREAS, Sullivan County has agreed to contribute 50% of the total cost of this capital improvement project not to exceed \$625,000 of the \$1,250,000 anticipated total cost; and

WHEREAS, Sullivan County Community College has issued the appropriate Request for Proposal and awarded the contract to reconstruct the roof of the H Building; and

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is hereby authorized to enter into an Agreement with Sullivan County Community College for 50% contribution toward the cost of the roof reconstruction on the H Building, not to exceed \$625,000 contribution by Sullivan County; and

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