



Sullivan County
Management & Budget Committee
Meeting Agenda - Final

100 North Street
Monticello, NY 12701

Chairman Brian McPhillips
Vice Chairman Matt McPhillips
Committee Member Joseph Perrello
Committee Member Luis Alvarez
Committee Member Nicholas Salomone Jr.

Thursday, April 11, 2024

9:00 AM

Government Center

Call To Order and Pledge of Allegiance

Roll Call

Comments:

Reports:

1. **Budget Office**
2. **County Treasurer**
3. **County Audit & Control**
4. **ITS**
5. **Real Property Tax Services** [ID-6334](#)

Attachments: [Real Property Tax Services Monthly Report for 2.2024](#)

Discussion:

Public Comment

Resolutions:

1. TO CORRECT THE 2022 TAX ROLL OF THE TOWN OF LIBERTY FOR TAX MAP #8.-1-11.13 [ID-6335](#)
2. TO CORRECT THE 2023 TAX ROLL OF THE TOWN OF LIBERTY FOR TAX MAP #8.-1-11.13 [ID-6336](#)
3. TO CORRECT THE 2024 TAX ROLL OF THE TOWN OF LIBERTY FOR TAX MAP #8.-1-11.13 [ID-6337](#)

4. To Modify the 2024 Budget [ID-6350](#)
Attachments: [March 31 2024 Resolution Needed.pdf](#)
5. To amend Resolution No. 126-24 to include the authorization for the funding to be appropriated from the Room Tax Fund Balance. [ID-6353](#)

Adjourn



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6334

Agenda Date: 4/11/2024

Agenda #: 5.

Real Property Tax Services Monthly Report for February 2024

Real Property:

We continue to provide services internally, to the assessment community and to the public.

Deed and subdivision count:

These statistics through the end of **February** 2024:

February deed count: 299

2024 total: 677

2023 total: 1019

February Subdivision Lots: 39

2024 total: 49

2023 total: 18

Director's activities for the month of February:

- Reviewed and made recommendations on twenty five (25) correction of error applications
- Attended the County Director's Winter Legislative Conference
- Filled a vacant Tax Map/Real Property Systems Specialist position
- Continued working with the Department of Grants, ITS and the County Clerk with respect to the preparation of a grant application to scan the county's historic tax maps

General office activity for the month of February:

- Reviewed one (1) new condominium project
- Answered numerous 911 address inquires
- Completed an abandonment of 274 Subdivision lots

E-911:

February new addresses assigned: 11

2024 Total: 24

2023 Total: 89

February new roads created: 0

S.C.R.P.T.S. DEED/SUBDIVISION REPORT							
MONTH OF	February	2024		DEEDS		SUBDIVISION LOTS	
SUBDIVISION LOTS	DEEDS	TOWN	MONTH	2023	2024	2023	2024
	17	BETHEL	JANUARY	541	378	4	10
2	10	CALLICOON	FEBRUARY	478	299	14	39
	6	COCHECTON	MARCH				
13	11	DELAWARE	APRIL				
22	44	FALLSBURG	MAY				
	5	FORESTBURGH	JUNE				
	8	FREMONT	JULY				
	21	HIGHLAND	AUGUST				
	29	LIBERTY	SEPTEMBER				
	9	LUMBERLAND	OCTOBER				
	41	MAMAKATING	NOVEMBER				
	9	NEVERSINK	DECEMBER				
	19	ROCKLAND	TOTAL	1019	677	18	49
2	63	THOMPSON					
	7	TUSTEN					
39	299						
		677 NEW DEEDS RECEIVED IN 2024					
		39 NEW SUBDIVISION LOTS FILED IN 2024					
This report reflects the number of deeds received through February 2024.							
22 units of the Subdivision lots total for February 2024 were Condos.							

S.C.R.P.T.S. E-911 ADDRESS REPORT

MONTH OF	February	2024						
NEW E-SITES ADDED	ADDRESS VERIFICATIONS ETC	TOWN		NEW E-SITES ADDED		ADDRESS VERIFICATION & OTHER ISSUES		
			MONTH	2023	2024	2023	2024	
2	0	BETHEL	JANUARY	9	13	18	17	
0	0	CALLICOON	FEBRUARY	80	11	8	5	
0	0	COCHECTON	MARCH					
1	0	DELAWARE	APRIL					
1	0	FALLSBURG	MAY					
0	1	FORESTBURGH	JUNE					
0	1	FREMONT	JULY					
0	1	HIGHLAND	AUGUST					
3	0	LIBERTY	SEPTEMBER					
0	0	LUMBERLAND	OCTOBER					
0	0	MAMAKATING	NOVEMBER					
1	0	NEVERSINK	DECEMBER					
1	0	ROCKLAND						
1	1	THOMPSON						
1	1	TUSTEN						
		OUTSIDE CO.	TOTAL	89	24	26	22	
11	5	24 New E-Sites added in 2024						
		22 Address verification, address changes, and other issues, 2024						

This report reflects the number of new E-Sites created through February 2024

Other issues include road name issues, address changes and corrections, etc.

Sullivan County

Legislative Memorandum

File #: ID-6335

Agenda Date: 4/11/2024

Agenda #: 1.

Narrative of Resolution:

RESOLUTION INTRODUCED BY THE MANAGEMENT AND BUDGET COMMITTEE
TO CORRECT THE 2022 TAX ROLL OF THE TOWN OF LIBERTY FOR TAX MAP #8.-1-
11.13

WHEREAS, an application dated March 14, 2024 having been filed by John J. & Deborah Burke pursuant to Section 556 of the Real Property Tax Law with respect to property assessed to said applicant on the 2022 tax roll of the Town of Liberty bearing Tax Map #8.-1-11.13 to correct an error in essential fact, due to an incorrect entry of acreage on the taxable portion of the assessment roll, or the tax roll, or both, which acreage was considered by the assessor in the valuation of the parcel and which resulted in an incorrect assessed valuation, where such acreage is shown to be incorrect on a survey submitted by the applicant; and

WHEREAS, the Director of Real Property Tax Services has duly investigated the application and filed his report dated March 22, 2024 recommending this Board approve said application; and

WHEREAS, this Board has duly examined the application and report and does find as follows:

(a) That the application be approved because of an error in essential fact

NOW, THEREFORE, BE IT RESOLVED, that the application be approved upon the grounds herein set forth; and

BE IT FURTHER RESOLVED, that the Chair of the County Legislature be and she hereby is directed to note the decision of this Board on the application, execute an order to such effect to the officer having custody of the tax roll, send notice of approval to the applicant and file a copy of the records of this proceeding with the Clerk of the County Legislature; and

BE IT FURTHER RESOLVED, that the amount of any tax corrected pursuant to this Resolution shall be a charge upon the said municipal corporation or special district to the extent of any such municipal corporation or special district taxes that were so levied and that the amount so charged to any such municipal corporation or special district shall be included in the next ensuing tax levy and to the extent that the levy made pursuant to this resolution includes a relieved school tax, the Treasurer shall charge back such amount in accordance with law.

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

Amount to be authorized by Resolution: \$56.05

Are funds already budgeted? No

Specify Compliance with Procurement Procedures:

RPTL §556

Sullivan County

Legislative Memorandum

File #: ID-6336

Agenda Date: 4/11/2024

Agenda #: 2.

Narrative of Resolution:

RESOLUTION INTRODUCED BY THE MANAGEMENT AND BUDGET COMMITTEE TO CORRECT THE 2023 TAX ROLL OF THE TOWN OF LIBERTY FOR TAX MAP #8.-1-11.13

WHEREAS, an application dated March 14, 2024 having been filed by John J. & Deborah Burke pursuant to Section 556 of the Real Property Tax Law with respect to property assessed to said applicant on the 2023 tax roll of the Town of Liberty bearing Tax Map #8.-1-11.13 to correct an error in essential fact, due to an incorrect entry of acreage on the taxable portion of the assessment roll, or the tax roll, or both, which acreage was considered by the assessor in the valuation of the parcel and which resulted in an incorrect assessed valuation, where such acreage is shown to be incorrect on a survey submitted by the applicant; and

WHEREAS, the Director of Real Property Tax Services has duly investigated the application and filed his report dated March 22, 2024 recommending this Board approve said application; and

WHEREAS, this Board has duly examined the application and report and does find as follows:

(a) That the application be approved because of an error in essential fact

NOW, THEREFORE, BE IT RESOLVED, that the application be approved upon the grounds herein set forth; and

BE IT FURTHER RESOLVED, that the Chair of the County Legislature be and she hereby is directed to note the decision of this Board on the application, execute an order to such effect to the officer having custody of the tax roll, send notice of approval to the applicant and file a copy of the records of this proceeding with the Clerk of the County Legislature; and

BE IT FURTHER RESOLVED, that the amount of any tax corrected pursuant to this Resolution shall be a charge upon the said municipal corporation or special district to the extent of any such municipal corporation or special district taxes that were so levied and that the amount so charged to any such municipal corporation or special district shall be included in the next ensuing tax levy and to the extent that the levy made pursuant to this resolution includes a relieved school tax, the Treasurer shall charge back such amount in accordance with law.

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

Amount to be authorized by Resolution: \$149.01

Are funds already budgeted? No

Specify Compliance with Procurement Procedures:

RPTL §556

Sullivan County

Legislative Memorandum

File #: ID-6337

Agenda Date: 4/11/2024

Agenda #: 3.

Narrative of Resolution:

RESOLUTION INTRODUCED BY THE MANAGEMENT AND BUDGET COMMITTEE
TO CORRECT THE 2024 TAX ROLL OF THE TOWN OF LIBERTY FOR TAX MAP #8.-1-
11.13

WHEREAS, an application dated March 14, 2024 having been filed by John J. & Deborah Burke pursuant to Section 556 of the Real Property Tax Law with respect to property assessed to said applicant on the 2024 tax roll of the Town of Liberty bearing Tax Map #8.-1-11.13 to correct an error in essential fact, due to an incorrect entry of acreage on the taxable portion of the assessment roll, or the tax roll, or both, which acreage was considered by the assessor in the valuation of the parcel and which resulted in an incorrect assessed valuation, where such acreage is shown to be incorrect on a survey submitted by the applicant; and

WHEREAS, the Director of Real Property Tax Services has duly investigated the application and filed his report dated March 22, 2024 recommending this Board approve said application; and

WHEREAS, this Board has duly examined the application and report and does find as follows:

(a) That the application be approved because of an error in essential fact

NOW, THEREFORE, BE IT RESOLVED, that the application be approved upon the grounds herein set forth; and

BE IT FURTHER RESOLVED, that the Chair of the County Legislature be and she hereby is directed to note the decision of this Board on the application, execute an order to such effect to the officer having custody of the tax roll, send notice of approval to the applicant and file a copy of the records of this proceeding with the Clerk of the County Legislature; and

BE IT FURTHER RESOLVED, that the amount of any tax corrected pursuant to this Resolution shall be a charge upon the said municipal corporation or special district to the extent of any such municipal corporation or special district taxes that were so levied and that the amount so charged to any such municipal corporation or special district shall be included in the next ensuing tax levy and to the extent that the levy made pursuant to this resolution includes a relieved school tax, the Treasurer shall charge back such amount in accordance with law.

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

Amount to be authorized by Resolution: \$57.47

Are funds already budgeted? No

Specify Compliance with Procurement Procedures:

RPTL §556



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6350

Agenda Date: 4/11/2024

Agenda #: 4.

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
Sullivan County Budget Modifications 2024**

G/L Account	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-1165-42-4207 - OFFICE FURNITURE(*)			80,000	
A-1165-47-4724 - DEPT DRUG FORFEITURE PROCEEDS NYS(**)			1,250	
A-1680-43-4303 - COMPUTER SOFTWARE PURCHASE/LEASE(***)			117,685	
A-1920-47-4703 - DEPT DUES			4,142	
A-1989-99-47-4736 - DEPT CONTINGENT				4,142
A-3010-21-2105 - FIXED AUTOMOTIVE EQUIP			125,754	
A-3010-47-4717 - DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			98,555	
A-3010-R3389-R338 - ST AID PUBLIC SAFETY OTHER	98,555			
A-3010-R3389-R338 - ST AID PUBLIC SAFETY OTHER	125,754			
A-3110-29-47-4724 - DEPT DRUG FORFEITURE PROCEEDS NYS(****)			8,816	
A-4010-207-45-4501 - SPEC DEPT SUPPLY SPEC DEPT SUPPLY MISC/OTHER			10,000	
A-4010-207-R3401-R167 - ST AID PUBLIC HEALTH DEPARTMENTAL AID	10,000			
A-6010-38-40-4001 - CONTRACT AGENCIES(*****)			5,919	
A-6010-38-40-4013 - CONTRACT CONTRACT OTHER(*****)			6,790	
A-6010-38-40-4013 - CONTRACT CONTRACT OTHER(*****)			5,576	
A-6010-38-42-4201 - OFFICE ADVERTISING(*****)			8,500	
A-6010-38-42-4201 - OFFICE ADVERTISING(*****)			12,875	
A-8020-90-40-4006 - CONTRACT ENGINEER/ARCHITECT/DESIGN SERV(*****)			22,732	
A-8020-90-40-4013 - CONTRACT CONTRACT OTHER			22,143	
A-8020-90-47-4796 - DEPT PLANS AND PROGRESS(*****)			4,978	
A-8020-90-R4089-R167 - FED AID OTHR DEPARTMENTAL AID	22,143			
A Fund Total	256,452	-	535,715	4,142

(*) To be funded from the General Fund

(**) To be funded from the DA State Drug Forfeiture Assigned Fund Balance

(***) To be funded from the Real Property Tax Software Assigned Fund Balance

(****) To be funded from the Sheriff State Drug Forfeiture Assigned Fund Balance

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

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

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



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-6353

Agenda Date: 4/11/2024

Agenda #: 5.

Narrative of Resolution:

There is a need to amend Resolution No. 126-24 to include the authorization for the funding to be appropriated from the Room Tax Fund Balance.

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:

Click or tap here to enter text.

**RESOLUTION INTRODUCED BY THE MANAGEMENT & BUDGET COMMITTEE TO AMEND
RESOLUTION NO. 126-24 TO INCLUDE THE AUTHORIZATION FOR THE FUNDING TO BE
APPROPRIATED FROM THE ROOM TAX FUND BALANCE.**

WHEREAS, the County Legislature authorized a contract with the Sullivan County Visitor's Association, in the amount of one million dollars (\$1,000,000), via Resolution No. 126-24; and

WHEREAS, there is a need to amend Resolution No. 126-24 to include a "Further Resolved" clause to include the authorization for the funding to be appropriated from the Room Tax Fund Balance.

NOW THEREFORE BE IT RESOLVED, that the Sullivan County Legislature hereby amends Resolution No. 126-24 to include a "Further Resolved" clause to state "the authorization for the funding to be appropriated from the Room Tax Fund Balance".