



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

Thursday, March 6, 2025

9:00 AM

Government Center

Call To Order and Pledge of Allegiance

Roll Call

Comments:

Reports:

1. Purchasing & Central Services

[ID-7224](#)

Attachments: [March 2025](#)

2. Board of Elections

[ID-7241](#)

3. County Clerk

4. Cornell Cooperative Extension

5. SCCC

Discussion:

Public Comment

Resolutions:

1. To authorize the submission of a NYS Local Government Records Management Improvement Funds.

[ID-7208](#)

2. To contract with various investigation firms as needed through the Corporate Compliance Program.

[ID-7236](#)

Adjourn



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-7224

Agenda Date: 3/6/2025

Agenda #: 1.

1. BIDS COMPLETED:

- **Pre-Stressed Concrete Box Unit for Co. Bridge 270 (B-25-03)**
Jefferson Concrete Corp. Watertown, NY
- **Ice Cream for Sullivan County (B-25-07)**
GlacierPoint Enterprises Gardiner, NY
- **Stock Medication (B-25-08)**
Medline Industries, LP Northfield, IL

2. QUOTES ISSUED

- **Collection, Removal, and Recycling of Waste Oil & Antifreeze (Q-25-03)-**
Under Review
- **Sprinkler Inspection & Testing (Q-25-04)-** Under Review
- **Dynamic Pile Testing Services for Bridge 270 (Q-25-05)-** Under Review
- **Bluestone Veneer Gauging (Q-25-06)-** Issued

3. RFP'S ISSUED:

- Mobile Crisis Services for Community Services, #R-24-19- Under Review
- Financial and Compliance Audit Services for Sullivan County, NY, #R-24-28- Under Review
- Foster Care Home Finding Services for the Sullivan County Department of Family Services, #R-24-36- Under Review
- OASAS Authorized OPIOID Settlement Funded Services in Support of the Sullivan County Drug Task Force, #R-24-38- Contract Phase
- Cultural Resource Survey for the Callicoon Riverside Park Development- #R-24-41- Contract Phase
- Advocacy and Support Services for Sullivan County Department of Family Services, #R-24-42- Contract Phase
- Repair and Maintenance of Kitchen Equipment for the Care Center at Sunset Lake, #R-24-40- Under Review
- Crime Victim Advocate for the Sullivan County District Attorney's Office, #R-24-46- Under Review
- Office 365 Tenancy Provisioning, Configuration and Migration Services, #R-24-47- Under Review
- Electronic Medical Record (EMR) solution for Sullivan County Public Health, #R-25-01- Under Review
- Medical Director and/or Medical Consulting Services for Sullivan County Public Health Services, #R-25-05- Under Review
- Local Support and Business Retention Services for Sullivan County, NY, #R-25-03- Resolution Phase
- Corporate Compliance Consultant Services for Sullivan County, #R-25-06- Issued

4. BIDS ISSUED:

- Grinding of Concrete for the County of Sullivan, #B-24-41- Contract Phase
- Redundant Potable Water Storage Tank for Sullivan County Human Service Complex, #B-24-43- Contract Phase
- 2025 Lawn Mowing Services for Sullivan County, #B-24-51- Under Review

- Oakland Valley Road over Neversink River (County Bridge 82) Bridge Replacement, PIN 9755.24, D040439, BIN 3355520, Town of Forestburgh, #B-24-52- Contract Phase
- 2025 Chip Sealing & Crack Sealing of Various County Roads, #B-25-05- Under Review
- Cleaning of Leachate Lines, Toe Drains Force Mains and Sumps at the S.C. Landfill, #B-25-06- Under Review
- Surgical and Sundry, #B-25-09- Under Review
- 2025 Resurfacing Portions of Various County Roads, #B-25-10- Under Review
- Pile Driving Installation for County Bridge 270. #B-25-11- Under Review
- Item 709.04X Epoxy Coated Reinforcing Steel & Fabrication, #B-25-12- Under Review
- 2025 Pavement Marking Installation on Various County Roads, #B-25-13- Under Review
- 2025 Guide Rail Replacements on Various County Roads, #B-25-14- Issued
- Rehabilitation of General Aviation Apron, #B-25-15- Issued

5. EXECUTED CONTRACTS:

- Medical Staffing Services for S.C. Care Center, #R-23-37- Centstone Services LLC (Mod #1)
- Full-Service Maintenance Agreement for HVAC-R Equipment at the S.C. Sheriff Administration and Jail, #R-24-14- EMCOR Service Betlem
- Preparation of a Bicycle and Pedestrian Master Plan for Sullivan County, #R-24-34- Metropolitan Urban Design (MUD) Workshop, LLC
- Asphalt Plant Testing & Chip Seal Testing, #R-21-05- Advance Testing Company, Inc. (Mod #4)

6. Processed 242 Purchase Orders



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File #: ID-7241

Agenda Date: 3/6/2025

Agenda #: 2.

**Board of Elections Report
Government Services
March 6, 2025**

-The Board of Elections created two (2) new Election Districts in February (Fallsburg 13 & Thompson 13), which was required due to the formation of the Village of Ateres

-All Changes of Enrollment received after the February 14, 2025 deadline, shall be effective July 1st (**after the June 2025 Primary**)

-We processed approximately 500 Changes of Enrollment since December 2024 until February 14, 2025

Important Dates, Deadlines & Information:

- ❖ The “Even Year Law” is still on direct appeal to the Court of Appeals
- ❖ The first day to sign a Designating Petition is February 25th
- ❖ The filing period for Designating Petitions is March 31st-April 3rd



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File #: ID-7208

Agenda Date: 3/6/2025

Agenda #: 1.

Narrative of Resolution:

Approval for submission of NYS LGRMIF grant

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

Amount to be authorized by Resolution: \$75,000

Are funds already budgeted? No

Specify Compliance with Procurement Procedures:

RESOLUTION INTRODUCED BY THE GOVERNMENT SERVICES COMMITTEE TO AUTHORIZE THE SUBMISSION OF A NEW YORK STATE ARCHIVES GRANT APPLICATION FOR SULLIVAN COUNTY FOR LOCAL GOVERNMENT RECORDS MANAGEMENT IMPROVEMENT FUNDS.

WHEREAS, the New York State Education Department / New York State Archives has made available 2025-2026 Local Government Records Management Improvement Funding (LGRMIF) which can be utilized to help local governments establish records management programs or develop new program components; and

WHEREAS, an object of the funding is for a document conversion and access project specific to maps and accompanying content; and

WHEREAS, the maximum reimbursable grant award is up to \$75,000.00 with no matching requirement; and

WHEREAS, the Sullivan County Clerk’s Office, would like to submit a LGRMIF grant application requesting funds to conduct a back-file conversion scanning of various maps within the Clerk’s office; and

NOW, THEREFORE, BE IT 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 LGRMIF 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 should the funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.



Sullivan County
Legislative Memorandum

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File #: ID-7236

Agenda Date: 3/6/2025

Agenda #: 2.

Narrative of Resolution:

To contract with various investigation firms as needed through the Corporate Compliance Program.

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

Amount to be authorized by Resolution: unknown only if needed

Are funds already budgeted? No

Specify Compliance with Procurement Procedures:

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RESOLUTION INTRODUCED BY GOVERNMENT SERVICES COMMITTEE TO CONTRACT WITH VARIOUS INVESTIGATION FIRMS AS NEEDED.

WHEREAS, the County, through the Corporate Compliance Program must engage in utilizing investigation firms from time to time to address complaints that are received; and;

WHEREAS, many firms require the County Manager to sign engagement letters and/or agreements, for the commencement of services; and

WHEREAS, The County Manager must sign in order for services to be provided; and

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is hereby authorized to sign any engagement letter or agreement that is required for investigation services; and

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