

Sullivan County Legislature

Regular Meeting

June 20, 2013 at 2:00PM

The Regular Meeting of the County Legislature was called to order at 2:25 PM by Chairman Samuelson with the Pledge of Allegiance.

Roll Call indicated all legislators present.

District Two Legislator Kathleen LaBuda and District Six Legislator Cora A. Edwards presented Millie Hogue and son, Dan Hogue Jr. with the following Memorial Tribute:

Memorial Tribute

Daniel S. Hogue, Sr.

1998 Sullivan County Sheriff 2005

Let it be known by this presentation that Daniel S. Hogue, Sr., born in Beaver County, PA, made Sullivan County his home. A graduate of Monticello High School in 1957 Daniel joined the United States Army and served with distinction in the 3rd Infantry Division, and served in West Germany during the “Cold War.” Upon returning home, Daniel S. Hogue married the love of his life, Millie, and together raised their son Daniel Jr. to be a fine man.

WHEREAS, Dan first joined law enforcement in 1961, rising through the ranks of the Monticello Police Department and achieving the distinguished rank of Detective, for the work that he did serving and doing good for all the residents of Monticello for over two decades, and

WHEREAS, Dan served as the Sullivan County Undersheriff for 11 years, from 1986 until his election as Sheriff in 1997, and

WHEREAS, the Honorable Daniel Hogue, Sr. served as the elected Sullivan County Sheriff from 1998 until his retirement in 2005, and

WHEREAS, “Sheriff Dan,” a humble man who dedicated his life to public safety as a “cop’s cop,” leaves to us a legacy of bringing law and justice to the people of Sullivan County, and

WHEREAS, Sheriff Dan was a distinguished member of the New York State Sheriff’s Association and helped start the Sullivan County Child Abuse Unit, and “beefed up” the patrol division and diversified the force without fanfare or fuss, and

WHEREAS, “Sheriff Dan” dedicated his life tirelessly and selflessly to the people of Sullivan County for 45 years in law enforcement, and

WHEREAS, his loss is deeply felt in the County of Sullivan and the law enforcement community.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature respectfully expresses its deepest sympathy to Dan Hogue's family with a profound sense of honor for our former Sheriff, one of our community's finest leaders, outstanding citizen, dedicated police for all county residents, neighbor, gentleman and cherished friend.

Scott B. Samuelson, District 1 / Chairman Kathleen LaBuda, District 2/Majority Leader

The Clerk Read the following communications:

1. Records Destruction Notification received June 19, 2013 from Public Health Services, Adult Care Center received June 19, 2013 and Department of Family Services dated May 23, 2013
2. Notice from NYSDOT indicating a public meeting on June 6, 2013 from 4:30 to 6:30PM at the Forestburgh Town Hall regarding the culvert replacement project in the Town of Forestburgh
3. Copy of letter from Ann Culligan dated May 27, 2013 to Supervisor Cellini asking for the second time why a 239 Review was not conducted during the original phase for the Monticello Motor Club
4. Copy of Resolutions 161,165 and 188 of 2013 adopted by the Fulton County Board of Supervisors Opposing unfunded mandates to require early voting in New York State, declaring for Mayday for Mandate Relief and urging the State to adopt laws that prohibit unfunded mandates on local governments and urging Governor Cuomo and state legislators to exempt firearm permit records from Foil Disclosure respectively
5. Resolution 15-2013 adopted by the Town of Delaware enacting a local law for rose use and preservation law
6. A proposal for continuation of Public Health Administration beginning July 31, 2013 submitted by Director of Public Health Carol Ryan
7. 2014-2019 Capital Plan Requests filed by Acting County Manager Joshua Potosek
8. 2012 Annual Report filed by Director of Real Property Tax Services Lynda Levine
9. Letter received June 6, 2013 from Elliott Baron of the People for Equal Justice urging the Sullivan County Legislature not to cut back on the Sheriff's Office
10. Letter to Sullivan County Legislators/Foil Request from Elaine Williams and Sandra Oxford from the Sullivan County NAACP
11. 2013-2014 budget request from SUNY Sullivan County, New York
12. Letter dated June 15, 2013 from Nancy Menges indicating she would like to see an amendment to the New Ethics Law giving the Ethics Board subpoena power.
13. NYSOT meeting notice for a meeting on June 27, 2013 at the Beaverkill Valley Fire Department regarding the Beaverkill covered bridge rehabilitation in the Town of Rockland

There were no speakers for public comment.

Order of Business:

RESOLUTION NO. 228-13 INTRODUCED BY THE PLANNING, ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE AUTHORIZING A PUBLIC HEARING AND PUBLICATION OF A LEGAL NOTICE FOR THE EIGHT-YEAR REVIEW OF AN AGRICULTURAL DISTRICT PURSUANT TO ARTICLE 25-AA OF THE AGRICULTURE AND MARKETS LAW

WHEREAS, Article 25-AA, Section 303-a of the Agriculture and Markets Law requires County Review of an Agricultural District every eight, twelve or twenty years after its creation and sets forth the procedures which must be followed in such review, and

WHEREAS, Sullivan County Agricultural District No. 1 includes lands in the Towns of Bethel, Callicoon, Cochection, Delaware, Fremont, Liberty, Thompson and Tusten, and

WHEREAS; the Sullivan County Legislature reviewed and modified Agricultural District No. 1 in 2005, and

WHEREAS, pursuant to Agriculture Markets Law Section 303-a(1) and the policy of the Sullivan County Legislature, Agricultural District No. 1 must be reviewed this year, and

WHEREAS; upon review of Agricultural District No 1, and based on the survey of landowners, and upon the review and recommendations of the Sullivan County Agricultural and Farmland Protection Board and the Division of Planning and Environmental Management it is necessary to modify the boundaries of Agricultural District No. 1, such modifications being described in Schedule A, attached hereto.

NOW THEREFORE, BE IT RESOLVED, that a public hearing be held by the Sullivan County Legislature on Thursday, July 18th, 2013 at 4:20 pm in the Legislative Hearing Room for the purpose of reviewing Agricultural District No. 1, and

BE IT FURTHER RESOLVED, that the Clerk to the Sullivan County Legislature is hereby authorized to publish a notice of public hearing and give individual notice of this hearing in writing to those municipalities whose territories encompass Agricultural District No. 1 and any modifications to the District; to persons, as listed on the most recent assessment roll, whose land is the subject of a proposed modification; and to the Commissioner of Agriculture and Markets.

Moved by Mrs. LaBuda, seconded by Mr. Sorensen, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

SCHEDULE A

Parcels to be Included in Agricultural District No. 1:

Town of Callicoon	4.-1-37.1
Town of Delaware	6.-1-33
Town of Fremont	37.-1-22
Town of Liberty	16.-1-29.1
Town of Liberty	25.-1-10.2
Town of Liberty	35.A-1-11.1
Town of Liberty	35.A-1-11.2
Town of Liberty	35.A-1-24

Parcels to be Removed from Agricultural District No. 1:

Town of Bethel	1.-1-12.5
Town of Bethel	1.-1-47.6
Town of Bethel	5.-2-1
Town of Bethel	15.-1-10.8
Town of Bethel	15.-1-10.9
Town of Bethel	18.-1-1.1
Town of Callicoon	28.-1-93
Town of Cohecton	1.-1-2.2
Town of Cohecton	1.-1-39.5
Town of Cohecton	2.-1-55
Town of Cohecton	2.-1-86.3
Town of Cohecton	2.-1-86.4
Town of Cohecton	9.-3-12.1
Town of Cohecton	13.-2-8.2
Town of Cohecton	18.-1-31
Town of Delaware	17.-1-17
Town of Delaware	17.-1-49
Town of Delaware	23.-1-14.2
Town of Delaware	28.-1-52
Town of Delaware	28.-1-74
Town of Fremont	19.-1-9
Town of Fremont	19.-1-10
Town of Fremont	19.-1-30
Town of Liberty	31.-1-8
Town of Liberty	38.-1-34.21
Town of Liberty	38.-1-34.22
Town of Tusten	1.-2-14

As portrayed on the Sullivan County Tax Maps on June 5, 2013.

**NOTICE OF PUBLIC HEARING ON AN AGRICULTURAL DISTRICT
PURSUANT TO THE EIGHT YEAR REVIEW**

Notice is hereby given that a public hearing will be held by the Sullivan County Legislature at 4:20 pm on Thursday, July 18th, 2013 in the Legislative Hearing Room at the Sullivan County Government Center, Monticello, New York on Agricultural District No. 1 to consider the recommendations of the Agricultural and Farmland Protection Board and the Commissioner of Planning and Environmental Management.

Descriptions and maps of the District and recommendations of the Agricultural and Farmland Protection Board and the Commissioner of Planning and Environmental Management may be examined in the offices of the Sullivan County Division of Planning and Environmental Management, Sullivan County Clerk, Cornell Cooperative Extension and at the Jeffersonville Public Library.

Agricultural District No. 1 includes land within the Towns of Bethel, Callicoon, Cochection, Delaware, Fremont, Liberty, Thompson and Tusten. The Agricultural and Farmland Protection Board and the County Commissioner of Planning and Environmental Management have reviewed Agricultural District No. 1 and have recommended that the Sullivan County Legislature adopt and incorporate the recommended modifications of Agricultural District No. 1 as follows:

Parcels to be included in Agricultural District No. 1, as portrayed on the Sullivan County Tax Maps on June 5, 2013:

Town of Callicoon	4.-1-37.1
Town of Delaware	6.-1-33
Town of Fremont	37.-1-22
Town of Liberty	16.-1-29.1
Town of Liberty	25.-1-10.2
Town of Liberty	35.A-1-11.1
Town of Liberty	35.A-1-11.2
Town of Liberty	35.A-1-24

Parcels to be removed from Agricultural District No. 1, as portrayed on the Sullivan County Tax Maps on June 5, 2013:

Town of Bethel	1.-1-12.5
Town of Bethel	1.-1-47.6
Town of Bethel	5.-2-1
Town of Bethel	15.-1-10.8
Town of Bethel	15.-1-10.9
Town of Bethel	18.-1-1.1
Town of Callicoon	28.-1-93
Town of Cochection	1.-1-2.2
Town of Cochection	1.-1-39.5
Town of Cochection	2.-1-55
Town of Cochection	2.-1-86.3
Town of Cochection	2.-1-86.4
Town of Cochection	9.-3-12.1
Town of Cochection	13.-2-8.2
Town of Cochection	18.-1-31
Town of Delaware	17.-1-17
Town of Delaware	17.-1-49
Town of Delaware	23.-1-14.2
Town of Delaware	28.-1-52
Town of Delaware	28.-1-74
Town of Fremont	19.-1-9
Town of Fremont	19.-1-10
Town of Fremont	19.-1-30
Town of Liberty	31.-1-8
Town of Liberty	38.-1-34.21
Town of Liberty	38.-1-34.22
Town of Tusten	1.-2-14

All parties in interest and citizens will be heard by the Sullivan County Legislature at the public hearing.

RESOLUTION 229-13 INTRODUCED BY THE PERSONNEL COMMITTEE TO CREATE 35 SUMMER YOUTH POSITIONS FOR THE CENTER FOR WORKFORCE DEVELOPMENT

WHEREAS, the Center for Workforce Development is in receipt of funds from NYS to operate the Summer Youth Employment Program (SYEP) from June 1, 2013 through September 30, 2013, and

WHEREAS, the Center for Workforce Development also receives funds under the federal Workforce investment Act Title IB to provide youth services, and

WHEREAS, these funds will provide paid work experience for thirty five (35) additional eligible Sullivan County youth, and

WHEREAS, new participants will be paid \$7.25/hour and returning youth will be paid \$7.50/hour.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the creation of thirty five (35) additional summer youth positions to be paid as stated for the Center for Workforce Development.

BE IT FURTHER RESOLVED, that all positions will be eliminated at the end of the program.

Moved by Mrs. LaBuda, seconded by Mr. Rouis, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 230-13 INTRODUCED BY THE PERSONNEL COMMITTEE TO CREATE 3 CREW LEADER POSITIONS FOR THE CENTER FOR WORKFORCE DEVELOPMENT

WHEREAS, the Center for Workforce Development is in receipt of additional funds from NYS to operate the Summer Youth Employment Program (SYEP) from June 1, 2013 through September 30, 2013, and

WHEREAS, the Center for Workforce Development also receives funds under the federal Workforce Investment Act Title IB youth program, and

WHEREAS, three (3) Crew Leaders will provide daily supervision and education activities for eligible youth, and

WHEREAS, the Crew Leaders will be paid \$15/hour.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the creation of three (3) Crew Leader positions for the Center for Workforce Development.

BE IT FURTHER RESOLVED, that all positions will be eliminated at the end of the program.

Moved by Mrs. LaBuda, seconded by Mr. Rouis, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION 231-13 INTRODUCED BY PUBLIC SAFETY AND LAW ENFORCEMENT COMMITTEE TO APPROVE THE SULLIVAN COUNTY EMERGENCY SERVICES TRAINING CENTER HANDBOOK

WHEREAS, a Handbook has been developed to be presented to first responder students and trainees at the Sullivan County Emergency Services Training Center (SCESTC), and

WHEREAS, the Handbook covers all anticipated eventualities a student may encounter while training at the SCESTC, including a Code of Student Conduct, Prohibited Conduct, etc., and

WHEREAS, the Handbook has been reviewed and approved by the Sullivan County Fire Advisory Board at its regular monthly meeting on May 20, 2013, and

WHEREAS, the Sullivan County Emergency Services Training Center Handbook shall take effect upon approval of same by the Public Safety Committee and Sullivan County Legislature.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Emergency Services Training Center Handbook is hereby approved for distribution to first responder students and trainees, and

BE IT FURTHER RESOLVED, that a copy of the Sullivan County Emergency Services Training Center Handbook be filed with the Clerk of the Sullivan County Legislature and the County Manager.

Moved by Mr. Sorensen, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 232-13 INTRODUCED BY PLANNING ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE, TO AUTHORIZE A SETTLEMENT IN A LAWSUIT

WHEREAS, Congregation Machne Ger (“CMG”), filed a lawsuit in the State of New York Supreme Court, County of Sullivan against the County of Sullivan (“County”), the Town of Thompson (“Town”) and the Fallsburg Central School District (“School”), and

WHEREAS, in the complaint CMG seeks a refund of monies paid to the County pursuant to the repurchase of a parcel of real property designated on the Town Tax Map as Section 3 Block 1 Lot 12 (“CMG’s Property”). CMG seeks a refund of the 2013 Town/County taxes (including the relieved

2012/2013 School taxes) with penalties and interest as well as a refund of three years of unpaid solid waste fees (2011-2013) with penalties and interest, and

WHEREAS, CMG's Property has been granted exempt status by the Town Assessor continuously since 2010 and was not granted exempt status for the 2013 tax year. The change in status caused CMG's Property to generate amounts owed for the 2012/2013 School taxes and the 2013 Town/County taxes. The total amount paid by CMG to the County, including interest and penalties, was \$47,110.46, and

WHEREAS, the Town has informed the County that the change in the exempt status affecting CMG's Property for the 2013 taxes was not done intentionally. The Town Assessor has determined that CMG's Property is entitled to exempt status for the 2012/2013 School taxes and the 2013 Town/County taxes, and

WHEREAS, CMG's Property was also subject to the enforcement of the solid waste fees for 2011, 2012 and 2013. The total amount paid by CMG to the County for the three years of solid waste fees plus penalties and interest and the repurchase fees was \$12,111.12, and

WHEREAS, the Law Department has negotiated a settlement with CMG's counsel as follows; a) the County issues a refund to CMG in the amount of \$47,110.46 for the 2013 taxes as full settlement of all claims and b) CMG withdraws the remaining requests for relief and agrees that the County shall retain the solid waste fees, interest, penalties and repurchase fees of \$12,111.12. The Law Department believes that this settlement is in the best interests of the County.

NOW THEREFORE BE IT RESOLVED, that the County Attorney is hereby authorized to settle the lawsuit on the above outlined terms and conditions.

Moved by Mr. Sorensen, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 233-13 INTRODUCED BY PLANNING, ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO CONVEY PROPERTY IN THE TOWN OF LIBERTY KNOWN AS LI15.-1-16.8, ACQUIRED BY THE COUNTY OF SULLIVAN BY VIRTUE OF THE IN REM TAX FORECLOSURE PROCEEDING FOR THE 2010 LIEN YEAR.

WHEREAS, property located in the Town of Liberty designated on the Sullivan County Real Property Tax Map as LI15.-1-16.8, Class 311, being 0.57 +/- acres, located on Conte Ln, is owned by the County of Sullivan and formerly owned by Richard H Dunkelberger, was included in the foreclosure of 2010 liens, but was not sold (received no bids) at the June, 2012 Public Auction, and

WHEREAS, Benito Rodriguez has offered to purchase said property for the sum of, THREE THOUSAND (\$3,000.00) DOLLARS, more than the amount of the delinquent taxes owed to the County, and

WHEREAS, this matter was discussed by the Real Property Advisory Board who advised it is in the best interest of the County of Sullivan to convey the parcel to Benito Rodriguez for THREE THOUSAND (\$3,000.00) DOLLARS, and

WHEREAS, the purchaser will also be responsible for the recording fees plus 10% of sale price for auctioneer's commission, and any other applicable charges, including but not limited to, omitted & pro rata taxes, 2013 Town/County taxes, water and sewer charges, if any, and

NOW, THEREFORE, BE IT RESOLVED, the Chairman of the Sullivan County Legislature is hereby authorized to execute the necessary documents in order to convey the aforesaid premises to Benito Rodriguez, upon payment of \$3,000.00 to the County Treasurer, plus 10% of sale price for auctioneer's commission, plus fees for the County Clerk, plus the 2013 County/Town taxes.

Moved by Mr. Sorensen, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

Moved by Mr. Sorensen, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

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RESOLUTION NO. 234-13 INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE TO AUTHORIZE COUNTY MANAGER TO ENTER INTO AGREEMENT WITH THE SULLIVAN COUNTY CHILD CARE COUNCIL, INC FOR THE PROVISION OF INFORMAL CHILD DAY CARE RELATED SERVICES

WHEREAS, the County of Sullivan, through the Department of Family Services has in place an agreement for the provision of Informal Child Day Care related services including the provision of Child Care Time and Attendance (CCTA) services that expires 2/29/2013; and

WHEREAS, the Sullivan County Child Care Council, Inc is capable of and willing to provide these services at a combined cost not to exceed \$93,375 during the period from 3/1/2013 through 12/31/2013 through purchase of service agreement.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the County Manager to execute an agreement with the Sullivan County Child Care Council, Inc at a cost not to exceed \$93,375 for Informal Child Day Care related and Child Care Time and Attendance (CCTA) services provided during the period from 3/1/2013 through 12/31/2013; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the form of said agreement will be approved by the Sullivan County Department of Law.

Moved by Mr. Sorensen, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION 235-13 INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE FOR AN AGREEMENT WITH HUDSON CENTER FOR HEALTH EQUITY AND QUALITY FOR THE HEALTH HOME PORTAL WITH THE DEPARTMENT OF COMMUNITY SERVICES.

WHEREAS, the Federal Government has passed the Patient Protection & Affordable Care Act, and

WHEREAS, a provision of the Patient Protection & Affordable Care Act allows states to develop and implement Health Homes, and

WHEREAS, the Hudson Center for Health Equity & Quality (“Hudson Center”) will allow the connection of installation or operation of Licensed Software for the Health Home Business Portal for Community Services to access client records, and

WHEREAS, critical component for service delivery in a Health Home is a shared medical records database for Health Home members and care management services, and

WHEREAS, the County of Sullivan, (“County”), through the Department of Community Services (DCS), has a need to enter into an agreement with Hudson Center for the licensing and installation of the licensed software for the health home portal, and

WHEREAS, the agreement shall have an initial term, expiring on the last day of the 12th month following the date the installation of licensed software has been completed. The agreement will be renewed annually for up to 4 additional years unless the County opts not to renew by so stating in writing 30 days prior to the expiration of any 1 year term, and

WHEREAS, Hudson Center has agreed to provide the licensing and installation of licensed software at a cost not to exceed \$22,108.

NOW, THEREFORE, BE IT RESOLVED, the Sullivan County Legislature authorizes the County Manager to execute an agreement between the Department of Community Services and Hudson Center, and

BE IT FURTHER RESOLVED, the form of said agreement(s) shall be approved by the Sullivan County Attorney’s Office.

Moved by Mr. Sorensen, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 236-13 INTRODUCED BY THE PERSONNEL COMMITTEE TO AMEND THE RETAINER AGREEMENT WITH ROEMER WALLENS GOLD & MINEAUX, LLP TO PROVIDE TRAINING TO SUPERVISORY STAFF

WHEREAS, February 2012, the Sullivan County Legislature authorized the issuance of a Request for Proposals (RFP #R-12-03) for a Labor Relations Attorney/Consultant for Sullivan County; and

WHEREAS, the law firm of Roemer Wallens Gold & Mineaux, LLP was selected as the County’s Labor Relations Attorney/Consultant; and

WHEREAS, Resolution No. 108-12, adopted by the Sullivan County Legislature on March 15, 2012, authorized the County Manger to execute a contract with Roemer Wallens Gold & Mineaux, LLP for specialized legal services and to serve as the County's Labor Relations Attorney/Consultant; and

WHEREAS, RFP #R-12-03 did not include the provision of supervisory training as a component of the services to be provided by said Labor Relations Attorney/Consultant; and

WHEREAS, it has become apparent that there is a need for the County to provide training of its supervisory staff; and

WHEREAS, Roemer Wallens Gold & Mineaux, LLP has agreed to provide training of supervisory staff on behalf of the County at minimal cost to the County; and

NOW, THEREFORE, BE IT RESOLVED, that the County Manager and County Attorney are hereby authorized to execute a modification of the Retainer Agreement with Roemer Wallens Gold & Mineaux, LLP to include four days of training of supervisory staff per year, as part of the said Retainer Agreement at a cost of \$425.00 per month in addition to the current monthly fee for the term of the agreement; and

BE IT FURTHER, RESOLVED, that said retainer agreement shall be in such for as the County Attorney shall approve.

Moved by Mr. Sorensen, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 237-13 INTRODUCED BY THE PUBLIC WORKS COMMITTEE

TO AUTHORIZE A MODIFICATION TO THE AGREEMENT FOR CONSULTANT ARCHITECTURAL SERVICES FOR THE ACC HEAL GRANT PROJECT.

WHEREAS, the original scope of the project involves facility improvements, including a dedicated memory impaired unit, short term rehabilitation single resident rooms, a renovated therapy area, and lobby renovations which were designed under contract; and

WHEREAS, Resolution No. 277-12 authorized an agreement for LaBella Associates, P.C. to provide architectural design services; and

WHEREAS, additional design services are now required as the scope of the project has increased from what was specified in the original agreement; and

WHEREAS, the Division of Public Works has reviewed the need for additional design services and recommends the approval of a Modification Agreement for the additional work.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is authorized to execute a Modification Agreement for additional architectural design services with, LaBella Associates, P.C., at a cost not to exceed \$22,060 for design services, and total price not to exceed \$5,000 for reimbursable expenses, said Modification Agreement to be in such form as the County Attorney shall approve.

Moved by Mr. Sorensen, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION 238-13 INTRODUCED BY PLANNING, ENVIRONMENTAL MANAGEMNET AND REAL PROPERTY COMMITTEE TO ACCEPT AND/OR REJECT BIDS MADE AT THE JUNE 2013 PUBLIC AUCTION FOR REAL PROPERTY ACQUIRED BY VIRTUE OF THE IN REM TAX FORECLOSURE PROCEEDINGS.

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

WHEREAS, Haroff Auction and Realty, Inc. and Absolute Auctions and Realty, Inc conducted an auction on June 13, 2013 & June 14, 2013, and

WHEREAS, 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, the Real Property Advisory Board recommends all bids made at said auction be accepted; except the bids for the following parcels, which will be rejected:

Tract #61 – Delaware 10.-1-4.5, Bidder #136 for \$8,000.00, and

WHEREAS, Tract #61 was resold and will be sold to the original bidder # 5066 for \$29,900.00, and

WHEREAS, the said conveyance for the parcel being rejected shall also include costs, fees & taxes pursuant to the County's terms of sale for the public auction, , and

WHEREAS, the successful bidders will have until 5:00 p.m. on Thursday, July 18th, 2013, pursuant to the terms and conditions of the auction, to pay the balance due to the Sullivan County Treasurer's Office or any deposit remitted will be forfeited, and

WHEREAS, the successful bidders must purchase all parcels they were the successful bidders for, and

WHEREAS, if the successful bidder(s) do not remit the balance of the bid amount by Thursday, July 18th, 2013, pursuant to the terms and conditions of the auction, the parcels will be offered for sale, and the deposit(s) will be forfeited, and

NOW, THEREFORE, BE IT RESOLVED, the bids recorded at the real property auction held on June 13, 2013 & June 14, 2013, are hereby accepted, with the exceptions mentioned above which are hereby rejected and sold as stated above, and the Chairman of the Sullivan County Legislature is hereby authorized and directed to execute the necessary documents to convey such title to the successful bidder, or to the party to whom conveyance shall be made, including those stated above, and

BE IT FURTHER RESOLVED, the Sullivan County Treasurer is authorized to forfeit and retain any deposits made on bids that are not paid in full on or before 5:00 p.m. July 18th, 2013, pursuant to the terms and conditions of the auction.

Moved by Mr. Sorensen, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 239-13 INTRODUCED BY PLANNING, ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO CONVEY PROPERTY IN THE TOWN OF FALLSBURG KNOWN AS FA34.-4-17, ACQUIRED BY THE COUNTY OF SULLIVAN BY VIRTUE OF THE IN REM TAX FORECLOSURE PROCEEDING FOR THE 2011 LIEN YEAR.

WHEREAS, property located in the Town of Fallsburg designated on the Sullivan County Real Property Tax Map as FA34.-4-17, Class 311, being 40.00 X 137.00 +/- feet, located on Railroad Ave, is owned by the County of Sullivan and formerly owned by "Unknown Owner", was included in the foreclosure of 2011 liens, but was not sold (received no bids) at the June, 2013 Public Auction, and

WHEREAS, The Center for Discovery has offered to purchase said property for the sum of, ONE THOUSAND SIX HUNDRED THIRTY (\$1630.73) DOLLARS, which is the amount of the delinquent taxes owed to the County, and

WHEREAS, this matter was discussed by the Real Property Advisory Board who advised it is in the best interest of the County of Sullivan to convey the parcel to The Center for Discovery for ONE THOUSAND SIX HUNDRED THIRTY (\$1630.73) DOLLARS, and

WHEREAS, the purchaser will also be responsible for the recording fees plus 10% of sale price for auctioneer's commission, and any other applicable charges, including but not limited to, omitted & pro rata taxes, water and sewer charges, if any, and

NOW, THEREFORE, BE IT RESOLVED, the Chairman of the Sullivan County Legislature is hereby authorized to execute the necessary documents in order to convey the aforesaid premises to The Center for Discovery, upon payment of \$1630.73 to the County Treasurer, plus 10% of sale price for auctioneer's commission, plus fees for the County Clerk.

Moved by Mr. Benson, seconded by Mr. Sorensen, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 240-13 INTRODUCED BY PLANNING, ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO CORRECT THE 2013 TAX ROLL OF THE TOWN OF FALLSBURG FOR TAX MAP #28.-1-50./6901

WHEREAS, an application dated February 13, 2013 having been filed by Brian Gross with respect to property assessed to said applicant on the 2013 tax roll of the Town of Fallsburg Tax Map #28.-1-50./6901 pursuant to Section 554 of the Real Property Tax Law, to correct a clerical error on said tax roll resulting from the incorrect entry of 88 sewer units on the tax bill which should have been 14 sewer units; and

WHEREAS, the Director of Real Property Tax Services has duly investigated the application and filed her report dated May 20, 2013 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 a clerical error

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

BE IT FURTHER RESOLVED, that the Chairman of the County Legislature be and he 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.

Moved by Mr. Benson, seconded by Mr. Sorensen, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 241-13 INTRODUCED BY GOVERNMENT SERVICES COMMITTEE TO AUTHORIZE EXTENSION AGREEMENTS FOR CONTINUITY OF SERVICES

WHEREAS, the Sullivan County Legislature previously adopted Resolution No. 414-12, authorizing contract extensions up to 90 days, from January 1, 2013 through March 31, 2013, to minimize the disruption to services that may result from contract review/renew process; and

WHEREAS, Resolution No. 145-13, allowed for an additional 90 days, from April 1, 2013 through June 30, 2013, to review/renew various contracts, and

WHEREAS, additional time is required to allow for contract extensions through December 31, 2013, to allow for the continuation of reviewing/renewing various contracts.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby authorize the Acting County Manager to enter into extension agreements with vendors, who had a contract with the County, due to expire on December 31, 2012, for the period beginning July 1, 2013 and ending no later than December 31, 2013.

BE IT FURTHER RESOLVED, that the form of said agreements be approved by the Sullivan County Department of Law.

RESOLUTION NO. 242-13 INTRODUCED BY GOVERNMENT SERVICES COMMITTEE TO AUTHORIZE AWARD & EXECUTION OF CONTRACT

WHEREAS, forensic toxicology testing services are required at some of the autopsies ordered by the Sullivan County Coroners to be performed at Catskill Regional Medical Center, and

WHEREAS, National Medical Services Labs (NMS Labs), 3701 Welsh Road, Willow Grove, PA 19090, performs the medical-legal death investigation testing services required by the Coroners' Office and is the service that Catskill Regional Medical Center contracts with, which would provide continuity to the process, and

WHEREAS, NMS Labs will provide a discounted pricing consideration on routine postmortem toxicology panels for the period January 1, 2013 – December 31, 2013, based upon a projected annual volume of 75 cases per year, and has contracted with Sullivan County for the past five years.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a contract, with National Medical Services Labs (NMS Labs), in an amount not to exceed \$40,000.00 per year, said contract to be in such form as the County Attorney shall approve.

Moved by Ms. Vetter, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 243-13 INTRODUCED BY GOVERNMENT SERVICES COMMITTEE RESOLUTION TO AUTHORIZE AWARD & EXECUTION OF CONTRACT

WHEREAS, proposals were received for Physical Therapy Services for Public Health Services, and

WHEREAS, the following therapists will provide said services from July 1, 2013 through June 30, 2014, with an option to extend on a yearly basis, for three (3) additional years, under the same terms and conditions, and

1. Home P.T. Services, LLC
P.O. Box 250
Bethel, New York 12720
\$72.24/visit – Physical Therapist
\$54.19/visit – Physical Therapist Assistant

2. Back In Balance Physical Therapy and Sport Rehabilitation
726 East Main Street, Suite 102
Middletown, New York 10940
\$72.24/visit – Physical Therapist

WHEREAS, the Sullivan County Public Health Services has recommended said therapists.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a contract, with, the above therapists, at the price per visit listed above, in accordance with RFP R-13-19, said contract to be in such form as the County Attorney shall approve.

Moved by Ms. Vetter, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

**RESOLUTION NO. 244-13 INTRODUCED BY GOVERNMENT SERVICES COMMITTEE
TO AUTHORIZE AWARD & EXECUTION OF CONTRACT**

WHEREAS, proposals were received for Occupational Therapy Services for Public Health Services, and

WHEREAS, the following therapists will provide said services from July 1, 2013 through June 30, 2014, with an option to extend on a yearly basis, for three (3) additional years, under the same terms and conditions, and

1. John Pasquale
226 Old Route 17
Livingston Manor, New York 12758
\$68.00/ OT Visit

2. Katskill Kids
101 Klothe Drive
Grahamsville, New York 12740
\$48.75/OT Assistant Visit
\$68.00/ OT Visit

WHEREAS, the Sullivan County Public Health Services has recommended said therapists.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a contract, with, the above therapists, at \$68.00/visit, in accordance with RFP R-13-20, said contracts to be in such form as the County Attorney shall approve.

Moved by Ms. Vetter, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 245-13 INTRODUCED BY GOVERNMENT SERVICES COMMITTEE TO AUTHORIZE AWARD & EXECUTION OF CONTRACT

WHEREAS, proposals were received for Respiratory Therapy for Public Health Services, and

WHEREAS, the following Contractors will provide said services from July 1, 2013 through June 30, 2014, with an option to extend on a yearly basis, for three (3) additional years, under the same terms and conditions, and

Ranae Birmingham	
339 Cochection Turnpike	\$50.00/initial visit
Honesdale, PA 18431	\$45.00/followup visits
Andrea Henry	
PO Box 577	\$50.00/initial visit
Harris, NY 12742	\$45.00/followup visits

WHEREAS, the Sullivan County Department of Public Health Services has recommended said vendors.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute contracts, with the above Contractors, at the above rates, in accordance with RFP R-13-21, said contracts to be in such form as the County Attorney shall approve.

Moved by Ms. Vetter, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 246-13 INTRODUCED BY GOVERNMENT SERVICES COMMITTEE TO AUTHORIZE AWARD & EXECUTION OF CONTRACT

WHEREAS, proposals were received for Personal Care and Home Health Care Aides for Sullivan County, and

WHEREAS, the following Contractors will provide said services from July 1, 2013 through June 30, 2014, with an option to extend on a yearly basis, for three (3) additional years, under the same terms and conditions, and

Community Health

1 Hillcrest Center Avenue, Ste. 210	\$18.40/Hour Home Health Aide
Spring Valley, NY 10977	\$17.84/Hour Personal Care Aide

Wellness Home Care

252 Main Street	\$18.40/Hour Home Health Aide
Goshen, NY 10924	\$17.84/Hour Personal Care Aide

A & T Healthcare

339 North Main Street	\$18.40/Hour Home Health Aide
New City, NY 10956	\$17.84/Hour Personal Care Aide

Willcare

346 Delaware Avenue	\$18.40/Hour Home Health Aide
Buffalo, NY 14202	\$17.84/Hour Personal Care Aide

Any-Time Home Care, Inc.

9-1/2 Dolson Avenue	\$18.40/Hour Home Health Aide
Middletown, NY 10940	\$17.84/Hour Personal Care Aide

WHEREAS, the Sullivan County Department of Public Health Services has recommended said Contractors.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute contracts, with the above Contractors, at the above rates, in accordance with RFP R-13-11, said contracts to be in such form as the County Attorney shall approve.

Moved by Ms. Vetter, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 247-13 INTRODUCED BY GOVERNMENT SERVICES COMMITTEE

TO AUTHORIZE AWARD & EXECUTION OF CONTRACT

WHEREAS, a proposal was received for Medical Social Worker Services for Public Health Services, and

WHEREAS, the following Contractor will provide said services from July 1, 2013 through June 30, 2014, with an option to extend on a yearly basis, for three (3) additional years, under the same terms and conditions, and

Rebecca Skoda

PO Box 271

Ferndale, New York 12734

\$55.00/visit

WHEREAS, the Sullivan County Department of Public Health Services has recommended said Contractor.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute contract, with the Rebecca Skoda, at the above rate, in accordance with RFP R-13-32, said contract to be in such form as the County Attorney shall approve.

Moved by Ms. Vetter, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 248-13 INTRODUCED BY GOVERNMENT SERVICES COMMITTEE

TO AUTHORIZE AWARD & EXECUTION OF CONTRACT

WHEREAS, a proposal was received for Development and Implementation of a Community Health Assessment Plan and Community Health Improvement Plan, and

WHEREAS, Holleran, 3710 Hempland Road, Suite 3, Mountville, Pennsylvania 17554, is a qualified vendor to provide said services, and

WHEREAS, the Sullivan County Division of Public Health Services Department has recommended said vendor.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a contract, with **Holleran**, at a price not to exceed \$35,000, in accordance with RFP R-13-31, said contract to be in such form as the County Attorney shall approve.

Moved by Ms. Vetter, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

**RESOLUTION NO. 249-13 INTRODUCED BY GOVERNMENT SERVICES COMMITTEE
TO AUTHORIZE AWARD & EXECUTION OF CONTRACT**

WHEREAS, a proposal was received for hard drive data destruction, and

WHEREAS, Regional Computer Recycling & Recovery, 7318 Victor Mendon Road, Victor, New York 14564, will provide said services from July 1, 2013 through June 30, 2014, with an option to extend, on a yearly basis, for an additional two (2) years, and

WHEREAS, Regional Computer Recycling & Recovery is our current vendor for the Removal and Disposal of Electronic Scrap, Q-13-02, for the same contract period, at the vendor's cost of \$.03/lb./unit, and

WHEREAS, the Sullivan County Department of Management & Information Systems has recommended said vendor.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a contract, with Regional Computer Recycling & Recovery, at no cost, said contract to be in such form as the County Attorney shall approve.

Moved by Ms. Vetter, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

**RESOLUTION NO. 250-13 INTRODUCED BY GOVERNMENT SERVICES COMMITTEE TO
AUTHORIZE AWARD & EXECUTION OF AGREEMENT**

WHEREAS, bids were received for a Removal, Transport and Disposal of Leachate from the Sullivan County Transfer Stations, and

WHEREAS, Residuals Management Services, LLC, 99 Maple Grange Road, Vernon, NJ 07462, is the responsible bidder for this project, and

WHEREAS, the Sullivan County Division of Public works has approved said bid and recommends that an agreement be executed.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute an agreement with Residuals Management Services LLC, at a price per gallon not to exceed **\$50,000.00 based on \$0.25/gallon**, for the Removal, Transport and Disposal of Leachate from the Sullivan County Transfer Stations, B-13-38, for the contract period July 1, 2013 through June 30, 2014, with three (3) additional yearly extensions, under the same terms and conditions, said contract to be in such form as the County Attorney shall approve.

Moved by Ms. Vetter, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 251-13 INTRODUCED BY THE EXECUTIVE COMMITTEE TO APPOINT EDWARD P. McANDREW P.E. AS COMMISSIONER OF PUBLIC WORKS AND COUNTY SUPERINTENDENT OF HIGHWAYS

WHEREAS, the County Manager has recommended the appointment 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. possesses 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 appointed Commissioner of Public Works effective immediately, and, pursuant to Highway Law Section 100, County Superintendent of Highways for a four (4) year term, effective July 26th, 2013, and

BE IT FURTHER RESOLVED, that the salary for Commissioner of Public Works be set at \$98,246, the salary for County Superintendent of Highways be set at \$5,000, and the salary for the Deputy County Superintendent of Highways be set at the salary of the County Superintendent of Highways for the period of June 20th, 2013 through July 25th, 2013.

Moved by Mr. Benson, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 252-13 INTRODUCED BY THE EXECUTIVE COMMITTEE OF THE COUNTY OF SULLIVAN TO APPROVE A CHANGE IN TITLE AND SALARY FOR THE DEPUTY TREASURER II.

WHEREAS, there is a position classified as Deputy Treasurer II in the office of the County Treasurer, and

WHEREAS, the Deputy Treasurer II has no civil service protection and serves at the pleasure of the County Treasurer, and

WHEREAS, the Deputy Treasurer II passed the civil service examination for fiscal administrative officer and is reachable on the list, and

WHEREAS, the County Treasurer has requested that the position of Deputy Treasurer II be retained only so that in the future, the Treasurer could appoint one of his/her employees to that title, without additional compensation, and

WHEREAS, the Treasurer has requested that the Legislature authorize him to appoint the current Deputy Treasurer II to the title of fiscal administrative officer and to pay her the salary commensurate with said title, and that the position of Deputy Treasurer II be vacated pending future action in the discretion of the Treasurer.

NOW, THEREFORE BE IT RESOLVED that the Sullivan County Treasurer is hereby authorized to appoint the current Deputy Treasurer II to the title of Fiscal Administrative Officer by filing the required forms with the Personnel Office and to set the salary of \$60,000.

BE IT FURTHER RESOLVED that the title of Deputy Treasurer II is hereby abolished.

Moved by Mr. Benson, seconded by Mr. Sorensen, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 253-13 INTRODUCED BY EXECUTIVE COMMITTEE TO APPORTION MORTGAGE TAX

WHEREAS, Section 261 of the Tax Law of the State of New York requires apportionment of the mortgage tax, and

WHEREAS, the County Clerk and the County Treasurer have submitted a quarterly report, for the period of January 2013 to March 2013, to the Clerk of the Legislature, and

WHEREAS, The County Legislature has apportioned, among the various towns and incorporated villages of the County of Sullivan, the equitable share of the mortgage tax;

NOW, THEREFORE, BE IT RESOLVED, that the County Treasurer draw checks for each of the towns and villages the quarterly mortgage tax so apportioned, as follows:

TOWNS	
Bethel	11,704.33
Callicoon	9,989.50
Cochecton	7,978.85
Delaware	6,637.57
Fallsburg	17,447.05
Forestburgh	1,847.20
Fremont	4,549.37
Highland	8,498.63
Liberty	21,778.41
Lumberland	10,162.69
Mamakating	59,739.81
Neversink	13,155.59
Rockland	12,528.35
Thompson	47,201.41
Tusten	5,053.85

VILLAGES

Bloomington	761.82
Jeffersonville	489.74
Liberty	3,810.41
Monticello	4,922.62
Woodridge	809.25
Wurtsboro	2,531.67

TOTAL 251,598.12

Moved by Mr. Rouis, seconded by Ms. Vetter, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 254-13 INTRODUCED BY THE EXECUTIVE COMMITTEE TO INCREASE THE COUNTY ATTORNEY'S BUDGET POSITION NO. 2274

WHEREAS, the County Attorney's Office currently has four attorneys, one full time confidential secretary and one part-time legal secretary, and

WHEREAS, the part-time legal secretary currently works 10.5 hours a week, and

WHEREAS, when the confidential secretary is out sick or on vacation the County Attorney's office needs full-time coverage, and

WHEREAS, due to the economic restraints within the County the County Attorney requests the hours of the part-time legal secretary be increased to 21 hours a week, which is still a regular part-time basis and,

WHEREAS, it is the request of the County Attorney that Position number 2274 be increased to \$7,513 for the part-time salary of the legal secretary and the County's contribution of 50% of individual health insurance through the end of the year.

NOW THEREFORE BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the increase in the County Attorney's budget Position No. 2274 by \$7,513.00.

Moved by Mrs. LaBuda, seconded by Mr. Rouis, put to a vote with Ms. Vetter opposed, resolution carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 255-13 INTRODUCED BY EXECUTIVE COMMITTEE TO APPOINT ONE MEMBER TO THE RSVP ADVISORY COMMITTEE

WHEREAS, it is the desire to appoint Brenda Patton, Customer Advocate, NYSEG, to fill the vacancy of Daisy Smith to the RSVP Advisory Committee, and

WHEREAS, the above appointment is to commence on the date this resolution is adopted.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby appoint the following members to the RSVP Advisory Committee, for the term to expire on the date opposite of name.

RSVP APPOINTMENT:

TERM:

Brenda Patton

6/30/2016

Customer Advocate

NYSEG

26 Wierk Avenue

Liberty NY 12754

Moved by Mr. Benson, seconded by Mr. Sorensen, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 256-13 INTRODUCED BY EXECUTIVE COMMITTEE

TO REAPPOINT TRUSTEE TO THE SULLIVAN COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES

WHEREAS, the term for Steven Drobysh will be expiring on June 30, 2013, and

WHEREAS, the Sullivan County Legislature wishes to reappoint Steven Drobysh for the term ending June 30, 2020.

NOW, THEREFORE, BE IT RESOLVED, that Steven Drobysh, 3 Sunset Drive, Monticello, NY 12701 is hereby reappointed as a Trustee to the Sullivan County Community College Board of Trustees with a term ending on June 30, 2020.

Moved by Mr. Rouis, seconded by Mr. Sorensens, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 257-13 INTRODUCED BY THE EXECUTIVE COMMITTEE TO APPORTION COST OF THE COUNTY SELF-INSURANCE PLAN AND LEVYING TAXES THEREFORE

WHEREAS, the Risk Management & Insurance Department (“Risk Management”) hereby files a report by which it has estimated that the sum of \$5,039,004.00 will be necessary for the calendar year 2014 to meet the payments and expenses of the Workers’ Compensation Self - Insurance Plan; and

WHEREAS, Risk Management has determined the share of such estimated amount chargeable to each participant of the County Workers' Compensation Self Insurance Plan as provided by Local Law No. 5-1979, as well as provisions of the Workers Compensation Law; and

WHEREAS, the amount chargeable to each participant of the County Workers' Compensation Self-Insurance Plan is detailed on the Self Insurance Fund Charges, attached hereto as Appendix I and by this reference made a part hereof; and

WHEREAS, the total amount of \$5,039,004.00 to be raised for the 2014 calendar year was calculated as detailed in the Estimate of Expenses to run the Self Funded Workers' Compensation Plan for Sullivan County, attached hereto as Appendix II and by this reference made a part hereof; and

WHEREAS, Appendix I and Appendix II shall collectively be considered Risk Management's 2014 calendar year's report for the funding estimate and participant apportionment costs for the County's Workers' Compensation Self-Insurance Plan,

(Risk Management's 2014 Plan)

NOW, THEREFORE, BE IT RESOLVED, the Sullivan County Legislature hereby adopts Risk Management's 2014 Plan and directs that the amount set opposite the name of each participant on Appendix I of the County Workers' Compensation Self - Insurance Plan be apportioned and charged to each respectively; with such amount so apportioned to the County and the Towns be levied and raised by tax in the next annual tax levy against the taxable property of the County and the Towns and such amount apportioned to the Villages to be directly billed to the Villages by Risk Management; and

BE IT FURTHER RESOLVED, that the amount apportioned to the County and the Towns shall be collected by inclusion in the next succeeding tax levy of each Town, and that when collected such amount shall be paid by the respective tax collectors to the County Treasurer, said amounts to be credited to the County Workers' Compensation Self - Insurance Fund and the amount billed to the Villages shall be paid directly to the Sullivan County Treasurer.

Moved by Mrs. LaBuda, seconded by Mr. Sorensen, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

s
COUNTY OF SULLIVAN)

I, ANNMARIE MARTIN, Clerk to the Legislature of the County of Sullivan, do hereby certify that I have compared the foregoing copy of a resolution with the original thereof now on file in my office and that the same is a correct transcript therefrom and of the whole of said original.

WITNESS my hand and seal of said Legislature this 20th day of June 2013.

Clerk to the Sullivan

County Legislature

RESOLUTION NO. 258-13 INTRODUCED BY EXECUTIVE COMMITTEE

TO AUTHORIZE THE COUNTY MANAGER TO ENTER INTO A LEASE AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF LABOR.

WHEREAS, the Center for Workforce Development rents space from the New York State Department of Labor (NYSDOL) to form the Sullivan Works One Stop Center which is required by the Federal Workforce Investment Act, and

WHEREAS, the Department of Labor leases space at 50 North Street, Monticello, NY, and

WHEREAS, a lease agreement would cover the period July 1, 2011 through June 30, 2012, and

WHEREAS, the annual rent shall total \$52,368.80 (2,164 sq. ft. at a rate of \$24.20 per sq. ft.), for charges which shall include cleaning, electricity, and all other costs relating to the use, occupation, operation and maintenance of the space,

NOW, THEREFORE, BE IT RESOLVED, that the Acting County Manager is hereby authorized to enter into a lease agreement with NYSDOL, and such lease shall be in the form approved by the County Attorney.

Moved by Mrs. LaBuda, seconded by Mr. Sorensen, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 259-13 INTRODUCED BY EXECUTIVE COMMITTEE

TO APPOINT ONE MEMBER TO THE SULLIVAN COUNTY COMMISSION ON HUMAN RIGHTS

WHEREAS, pursuant to Resolution No. 490-04 adopted on December 6, 2004, the Sullivan County Legislature created a Sullivan County Commission on Human Rights (“Commission”); and

WHEREAS, Resolution No. 109-05 adopted on March 17, 2005, the Sullivan County Legislature appointed the members to the Commission for designated terms; and

WHEREAS, there is a vacancy on the Commission due to the resignation of Matthew Migliacio,, and

WHEREAS, the Commission sent a letter to the Sullivan County Legislature, received on June 10, 2013, requesting the Legislature appoint an individual to fill this vacancy for the remainder of the three year term which expires on December 31, 2013, and

WHEREAS, Resolution No. 113-06 adopted on March 16, 2006 indicates terms are to commence on January 1 and terminate on December 31 in the year in which they are scheduled to terminate.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature does hereby appoint the following member to the Commission for the following terms:

Appoint:

<u>Member</u>	<u>Term Expires</u>
Kathryn Schlichtman	December 31, 2013 (fill Matthew Miggiacchio unexpired term)

Moved by Mr. Rouis, seconded by Mr. Benson, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 260-13 INTRODUCED BY EXECUTIVE COMMITTEE TO ABOLISH AND CREATE POSITIONS WITHIN THE DEPARTMENT OF PUBLIC HEALTH

WHEREAS, there is a need to restructure positions within the Public Health Department to better effectively manage the operations, and

WHEREAS, the County Manager, Commissioner of the Division of Health and Family Services, and the Public Health Director have recommended the creation of a Public Health Director, Director of Patient Services, and a WIC Program Coordinator, and the abolishment of the Public Health Director/Director of Patient Services, Deputy Public Health Director, and a Senior Supervising PH Nurse, and

WHEREAS, the proposed restructuring will result in a net savings to the County.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the creation and abolishment of the following positions within the Public Health Department, the setting of salaries, and the authorization to fill the three created positions:

Create:

<u>Department</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Date</u>
A-4010-33	Public Health Director	\$78,708	July 31, 2013
A-4010-33	Director of Patient Services	\$73,000	July 31, 2013
A-4082	WIC Program Coordinator	\$44,255	July 1, 2013

Abolish:

<u>Department</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Date</u>
A-4010-33	Public Health Director/ Director of Patient Services	\$78,708	July 31, 2013
A-4010-33	Deputy Public Health Director	\$71,882	July 31, 2013
A-4010-33	Senior Supervising PH Nurse	\$70,694	July 1, 2013

Moved by Mr. Sorensen, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 261-13 INTRODUCED BY EXECUTIVE COMMITTEE TO MODIFY THE 2013 COUNTY BUDGET

WHEREAS, the County of Sullivan 2013 Budget requires modification,

NOW, THEREFORE, BE IT RESOLVED, that the attached budgetary transfers be authorized.

Moved by Mr. Rouis, seconded by Mr. Benson, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 262-13 INTRODUCED BY EXECUTIVE COMMITTEE TO ABOLISH TWO POSITIONS AND CREATE ONE IN PUBLIC HEALTH SERVICES

WHEREAS, there is a need for a full time public health nurse (PHN) in Public Health Services,
and

WHEREAS, a part time public health nurse (position # 235 in 4010.33) is willing to increase her hours to full time, and

WHEREAS, there was a retirement of a full time LPN (position # 2312 in 4010.33) in February of 2013, and

WHEREAS, there is a savings in the salary and benefits line of \$31,617 by eliminating the LPN and part time PHN position, and creating a full time PHN position.

NOW, THEREFORE, BE IT RESOLVED, that the part time PHN position and the full time LPN positions be abolished, and a full time PHN position be created, and the part time PHN be appointed effective as soon as possible.

BE IT FURTHER RESOLVED,

Moved by Mrs. LaBuda, seconded by Mrs. Edwards, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

RESOLUTION NO. 263-13 INTRODUCED BY EXECUTIVE COMMITTEE

TO AUTHORIZE THE COUNTY MANAGER TO ENTER INTO A LEASE AGREEMENT WITH THE NEW YORK STATE DEPARTMENT OF LABOR.

WHEREAS, the Center for Workforce Development rents space from the New York State Department of Labor (NYSDOL) to form the Sullivan Works One Stop Center which is required by the Federal Workforce Investment Act, and

WHEREAS, the Department of Labor leases space at 50 North Street, Monticello, NY, and

WHEREAS, a lease agreement would cover the period July 1, 2012 through June 30, 2013, and

WHEREAS, the annual rent shall total \$49,838.67 (2,151 sq. ft. at a rate of \$23.17 per sq. ft.), for charges which shall include cleaning, electricity, and all other costs relating to the use, occupation, operation and maintenance of the space,

NOW, THEREFORE, BE IT RESOLVED, that the Acting County Manager is hereby authorized to enter into a lease agreement with NYSDOL, and such lease shall be in the form approved by the County Attorney.

Moved by Mrs. Edwards, seconded by Ms. Vetter, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

Mrs. LaBuda moved to table the following resolution, seconded by Ms. Vetter, put to a vote with Mr. Benson opposed, resolution tabled.

**RESOLUTION NO. _____ INTRODUCED BY THE EXECUTIVE COMMITTEE TO
RETAIN THE LAW FIRM OF ROEMER, WALLENS GOLD AND MINEAUX TO DEFEND
THE SULLIVAN COUNTY LEGISLATURE IN A LAWSUIT**

WHEREAS, the Sullivan County Legislature has been named as a Defendant in an action in the Supreme Court State of New York, County of Sullivan, and

WHEREAS, due to the nature of the action the Sullivan County Attorney has advised that the matter must be handled by outside counsel, and

WHEREAS, the County Attorney requested that four highly qualified law firms submit proposals to handle the matter, and

WHEREAS, the Legislature has reviewed the responses from the law firms and has selected the law firm of Roemer, Wallens, Gold and Mineaux to represent the County.

NOW, THEREFORE BE IT RESOLVED, that the County Legislature hereby authorizes the County Attorney to retain the law firm of Roemer, Wallens, Gold and Mineaux in the aforementioned action.

**RESOLUTION NO. 264-13 INTRODUCED BY THE EXECUTIVE COMMITTEE TO
AUTHOIZE THE COUNTY MANAGER TO EXECUTE A SIDE AGREEMENT WITH THE
MAIN UNIT, TEAMSTERS LOCAL 445, INTERNATIONAL BROTHERHOOD OF
TEAMSTERS RELATED TO THE GRIEVANCE PROCEDURE**

WHEREAS, the current Collective Bargaining between the County of Sullivan and the Main Unit, Teamsters Local 445, International Brotherhood of Teamsters contains a grievance procedure at Article XXI entitled "Disagreements"; and

WHEREAS, during the previous negotiations for the 2008-2012 Agreement, the parties discussed modifying Step 2 of the grievance procedure to substitute either the Deputy County Manager or Commissioner of Financial Management in place of the Personnel Officer as the County's representative to review the grievance; and

WHEREAS, although the change was agreed to and ratified by the parties, it appears that the change was inadvertently omitted from the final Agreement that was signed by the parties; and

WHEREAS, in January 2011 the County created the position of Director of Human Resources with responsibility for labor relations and employee matters; and

WHEREAS, the parties acknowledge and agree that for efficiency and to promote a harmonious and cooperative relationship the Step 2 grievance be submitted to the Director of Human Resources; and

WHEREAS, in order to effectuate this change the parties agree to enter into a Side Agreement until such time as a new Agreement is reached between the parties, at which point this change will be incorporated therein.

NOW, THEREFORE, BE IT RESOLVED, by the Sullivan County Legislature that:

1. The Side Agreement between the County and the Main Unit, Teamsters Local 445, International Brotherhood of the Teamsters, attached hereto as Schedule "A" is hereby ratified.
2. The County Manager is hereby authorized to execute the Side Agreement with the Main Unit, Teamsters Local 445, International Brotherhood of Teamster.

Moved by Mr. Benson, seconded by Mrs. LaBuda, put to a vote, unanimously carried and declared duly adopted on motion June 20, 2013.

Recognition of Legislators

Ira Steingart spoke briefly about the IDA Grant.

Cindy Gieger spoke about the Roadmap.

There being no further business, Mrs. Edwards moved to adjourn, seconded by Mr. Steingart. The meeting was declared closed at 2:46PM, subject to the call of the Chairman.

AnnMarie Martin, Clerk to the Legislature

2014 SELF-INSURANCE PLAN
FUND CHARGES

PARTICIPANTS		SHARE
County	of Sullivan	\$2,560,960.82
TOWNS		
Town of	Bethel	\$185,596.00
Town of	Callicoon	\$113,571.92
Town of	Cochecton	\$29,962.23
Town of	Delaware	\$60,916.66
Town of	Fallsburg	\$425,097.10
Town of	Forestburgh	\$61,895.72
Town of	Fremont	\$63,214.43
Town of	Highland	\$63,613.25
Town of	Liberty	\$136,271.73
Town of	Lumberland	\$82,471.58
Town of	Mamakating	\$257,210.44
Town of	Neversink	\$145,289.62
Town of	Rockland	\$123,956.47
Town of	Thompson	\$282,390.03
Town of	Tusten	\$48,698.72
VILLAGES		
Village of	Jeffersonville	\$5,760.79
Village of	Liberty	\$48,071.14
Village of	Monticello	\$246,097.86
Village of	Woodridge	\$83,289.58
Village of	Wurtsboro	\$14,667.91

TOTAL	\$5,039,004.00
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APPENDIX I

2014 ESTIMATE OF EXPENSES TO RUN THE SELF FUNDED WORKERS' COMPENSATION PLAN FOR SULLIVAN COUNTY
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Indemnity	\$2,046,591.00
Medical	\$1,385,808.00
Medicare Reimbursement Expense @ 6.5%	\$90,078.00
Expense	\$1,160,000.00
Total	\$4,682,477.00
Less Recoveries	\$50,000.00
Total Net Claim Cost Estimate	\$4,632,477.00
M1710 Administrative Costs	\$406,527.00
Estimate for Expenses of the Plan; including Indemnity; Medical; Expense; Recoveries; Administrative Costs; and/or any other expenses of the Plan	
Total	\$5,039,004.00

Amount to Request for Plan Year 2014	\$5,039,004.00
Amount Requested for Plan Year 2013	\$4,890,499.00
Dollar Amount over Last Year	\$148,505.00
% Increase/Decrease Over Last Year	3.04%

APPENDIX II

June 2013
 Modifications to the 2013 Sullivan County Budget

Account Code	Account Description	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-1330-204-43-4301	COMPUTER SUPPLIES				200
A-1330-204-47-4721	DEPT TAX ACQ PROPERTY MAINTENANCE			200	
A-1430-40-4013	CONTRACT CONTRACT OTHER				570
A-1430-41-4102	AUTO/TRAVEL LODGING			1,053	
A-1430-41-4109	AUTO/TRAVEL CO FLEET CHARGEBACK			167	
A-1430-46-4611	MISC SERV/EXP EMPL SAFETY/PHYSICAL EXAMS			5,200	
A-1430-47-4701	DEPT RENTALS				50
A-1430-47-4703	DEPT DUES				400
A-1430-47-4704	DEPT STENOGRAPHIC SERVICES				200
A-1620-20-47-4701	DEPT RENTALS			3,500	
A-1620-22-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			250	500
A-1620-22-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			500	250
A-1620-22-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				150
A-1620-22-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				350
A-1620-22-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				500
A-1620-22-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				250
A-1620-23-44-4407	UTILITY UTILITY OTHER				350
A-1620-23-45-4505	SPEC DEPT SUPPLY BLDG/PROP MAINTENANCE			1,000	
A-1620-23-45-4505	SPEC DEPT SUPPLY BLDG/PROP MAINTENANCE			750	
A-1620-23-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			400	
A-1620-23-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			500	
A-1620-23-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			1,000	
A-1620-23-45-4542	SPEC DEPT SUPPLY WELDING			350	
A-1620-23-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				750
A-1620-23-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				750
A-1620-23-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				1,500
A-1620-23-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				1,000
A-1620-24-45-4526	SPEC DEPT SUPPLY PAINT			100	
A-1620-24-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				100
A-1620-27-21-2103	FIXED MACHINERY/EQUIPMENT			5,500	
A-1620-27-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				5,500
A-1620-28-44-4407	UTILITY UTILITY OTHER			350	
A-1920-47-4703	DEPT DUES			9,000	
A-3010-21-2106	FIXED ELECTRONIC/COMPUTER EQUIP			12,335	
A-3010-45-4506	SPEC DEPT SUPPLY PUBLIC SAFETY				12,335
A-3010-45-4506	SPEC DEPT SUPPLY PUBLIC SAFETY			5,500	

June 2013
 Modifications to the 2013 Sullivan County Budget

Account Code	Account Description	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-3010-R3306-R167	ST AID HOMELAND SECRTY DEPARTMENTAL AID	1,000			
A-3020-44-4406	UTILITY WIRELESS COMMUNICATIONS				1,000
A-3020-47-4701	DEPT RENTALS				3,500
A-3020-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			1,000	
A-3110-29-10-1012	PERSONAL SERV OVERTIME PAY			40,287	
A-3110-29-80-8001	EMPL BENFTS FICA AND MEDICARE			3,082	
A-3110-30-41-4102	AUTO/TRAVEL LODGING			850	
A-3110-30-45-4506	SPEC DEPT SUPPLY PUBLIC SAFETY				850
A-3150-42-4207	OFFICE FURNITURE			300	
A-3150-45-4506	SPEC DEPT SUPPLY PUBLIC SAFETY				300
A-3150-45-4507	SPEC DEPT SUPPLY MEDICAL/CLINICAL				43,369
A-3410-44-4406	UTILITY WIRELESS COMMUNICATIONS			148	
A-3410-45-4506	SPEC DEPT SUPPLY PUBLIC SAFETY				148
A-3410-47-4702	DEPT EQUIP SERVICE/REPAIRS				248
A-3410-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			248	
A-4010-33-10-1011	PERSONAL SERV REGULAR PAY				1,800
A-4010-33-10-1011	PERSONAL SERV REGULAR PAY				1,800
A-4010-33-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			1,500	
A-4010-33-46-4612	MISC SERV/EXP EMPL TRAINING			300	
A-4010-33-46-4612	MISC SERV/EXP EMPL TRAINING			300	
A-4010-35-45-4509	SPEC DEPT SUPPLY PATIENT EDUCATNL MATERIAL				100
A-4010-35-46-4609	MISC SERV/EXP SPECIAL SERV/OTHER			350	
A-4010-35-46-4610	MISC SERV/EXP EMPL NOTARY/CERTIFICATION				150
A-4010-35-46-4612	MISC SERV/EXP EMPL TRAINING				100
A-4050-47-4752	DEPT MISC PROGRAM EXP			550	
A-4050-47-4752	DEPT MISC PROGRAM EXP			550	
A-4050-47-4774	DEPT PUBLIC HEALTH EDUCATION				550
A-4050-47-4774	DEPT PUBLIC HEALTH EDUCATION				550
A-4320-40-42-4203	OFFICE OFFICE SUPPLIES				177
A-4320-40-42-4206	OFFICE PUBLICATIONS			177	
A-5610-41-4103	AUTO/TRAVEL MEALS			50	
A-5610-41-4103	AUTO/TRAVEL MEALS			75	
A-5610-41-4105	AUTO/TRAVEL REGISTRATION FEES				475
A-5610-41-4105	AUTO/TRAVEL REGISTRATION FEES				75
A-5610-41-4105	AUTO/TRAVEL REGISTRATION FEES				50

June 2013
 Modifications to the 2013 Sullivan County Budget

Account Code	Account Description	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-5610-41-4105	AUTO/TRAVEL REGISTRATION FEES				20
A-5610-42-4203	OFFICE OFFICE SUPPLIES			25	
A-5610-42-4203	OFFICE OFFICE SUPPLIES			5	
A-5610-42-4204	OFFICE POSTAGE				5
A-5610-45-4501	SPEC DEPT SUPPLY SPEC DEPT SUPPLY MISC/OTHER			650	
A-5610-45-4502	SPEC DEPT SUPPLY GASOLINE				575
A-5610-45-4526	SPEC DEPT SUPPLY PAINT			50	
A-5610-45-4537	SPEC DEPT SUPPLY DIESEL FUEL			575	
A-5610-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT				25
A-5610-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				50
A-5610-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				650
A-6010-38-42-4207	OFFICE FURNITURE			330	
A-6010-38-42-4207	OFFICE FURNITURE			588	
A-6010-38-46-4609	MISC SERV/EXP SPECIAL SERV/OTHER				588
A-6010-38-46-4609	MISC SERV/EXP SPECIAL SERV/OTHER				330
A-6010-38-47-4710	DEPT DEPT MISC/OTHER			1,085	
A-6010-38-47-4740	DEPT MEDICAL - OUTPATIENT SERVICES				1,085
A-6010-53-R4610-R228	FED AID DFS ADMIN JOBS TITLE XX		37,351		
A-6293-42-4201	OFFICE ADVERTISING			75	
A-6293-42-4205	OFFICE PRINTING			85	
A-6293-47-4760	DEPT CLIENT EXPENSES				85
A-6293-47-4760	DEPT CLIENT EXPENSES				75
A-7310-40-4013	CONTRACT CONTRACT OTHER				36,280
A-7310-47-4753	DEPT YTH 100% REIMB DELINQCY PREVENTN			14,445	
A-7310-47-4761	DEPT YTH 50% REIMB DELINQCY PREVENTN			12,157	
A-7310-R3820-R337	ST AID YOUTH PROGRAM YOUTH BUREAU	26,602			
A-7520-45-4503	SPEC DEPT SUPPLY RECREATION				10
A-7520-45-4503	SPEC DEPT SUPPLY RECREATION				130
A-7520-45-4549	SPEC DEPT SUPPLY SAFETY			130	
A-7520-45-4549	SPEC DEPT SUPPLY SAFETY			10	
A-7610-87-41-4103	AUTO/TRAVEL MEALS			40	
A-7610-87-41-4105	AUTO/TRAVEL REGISTRATION FEES				40
A-7610-88-45-4501	SPEC DEPT SUPPLY SPEC DEPT SUPPLY MISC/OTHER				2,000
A-7610-88-45-4510	SPEC DEPT SUPPLY CLEANING/FOOD PREP			2,000	
A-7610-89-41-4102	AUTO/TRAVEL LODGING			144	

June 2013
 Modifications to the 2013 Sullivan County Budget

Account Code	Account Description	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-7610-89-41-4103	AUTO/TRAVEL MEALS			40	
A-7610-89-41-4105	AUTO/TRAVEL REGISTRATION FEES			5	
A-7610-89-45-4503	SPEC DEPT SUPPLY RECREATION				189
A-8020-90-47-4752	DEPT MISC PROGRAM EXP			750	
A-8020-90-47-4763	DEPT NEW INITIATIVES				750
A-8810-45-4532	SPEC DEPT SUPPLY SEED/MULCH ETC			150	
A-8810-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE			250	
A-9999-R1051-R239	NON PROPRY TAX STUMPAGE TAX	6,005			
A-9999-R2690-R289	COMPENSATN FOR LOSS RESTITUTION	12,021			
	General Fund Total	45,628	37,351	131,011	122,734
CL-8160-45-4532	SPEC DEPT SUPPLY SEED/MULCH ETC			100	
CL-8160-45-4532	SPEC DEPT SUPPLY SEED/MULCH ETC			350	
CL-8160-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				350
CL-8160-47-4717	DEPT BLDG/PROP/EQUIP REPAIRS&MAINTNCE				100
	Solid Waste Fund Total			450	450
D-3310-41-4105	AUTO/TRAVEL REGISTRATION FEES			1,620	
D-5110-45-45-4501	SPEC DEPT SUPPLY SPEC DEPT SUPPLY MISC/OTHER			3,000	
D-5110-45-45-4518	SPEC DEPT SUPPLY ROAD SURFACE TREATMENT				3,000
D-5110-45-45-4518	SPEC DEPT SUPPLY ROAD SURFACE TREATMENT				600
D-5110-45-45-4528	SPEC DEPT SUPPLY CATCH BASIN				1,620
D-5110-45-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			600	
D-5110-46-45-4525	SPEC DEPT SUPPLY BRIDGE MATERIAL & SUPPLIES				900
D-5110-46-45-4541	SPEC DEPT SUPPLY SM EQUIP TOOLS APPLNCS, SM ELECT			400	
D-5110-46-45-4542	SPEC DEPT SUPPLY WELDING			500	
	County Road Fund Total			6,120	6,120
DM-5130-48-42-4206	OFFICE PUBLICATIONS			5	
DM-5130-48-45-4542	SPEC DEPT SUPPLY WELDING			5,000	
DM-5130-48-45-4549	SPEC DEPT SUPPLY SAFETY			500	
DM-5130-48-45-4549	SPEC DEPT SUPPLY SAFETY			300	
DM-5130-49-45-4540	SPEC DEPT SUPPLY PARTS/FLUIDS/FILTERS				305
DM-5130-49-45-4540	SPEC DEPT SUPPLY PARTS/FLUIDS/FILTERS				500
DM-5130-49-45-4540	SPEC DEPT SUPPLY PARTS/FLUIDS/FILTERS				5,000
	Road Machinery Fund Total			5,805	5,805

SULLIVAN COUNTY EMERGENCY SERVICES TRAINING CENTER



HANDBOOK

JUNE 2013



Sullivan County Emergency Management/Homeland Security

Welcome Message from the Emergency Services Training Center

Dear Student:

On Behalf of the Sullivan County Emergency Management/Homeland Security, we would like to welcome you to the Emergency Services Training Center (SCESTC) in Swan Lake, New York. This training facility furthers our mission of enhancing public safety and security throughout Sullivan County by using innovative teaching, technical assistance, and research and teamwork.

The SCESTC is ready to offer you hands-on and classroom based training exercises, which will better prepare you and your fellow first responders to deter, prevent, prepare for, respond to, and mitigate a situation that you in counter. Your training experience is likely to be memorable at the SCESTC, due to our ability to provide training opportunities for various categories of first responders. Your classmates may include law enforcement officers, firefighters and Emergency Medical services personnel, utility workers, and various other first responders. It is our goal to provide a cooperative and collaborative environment where all categories of first responders can interact and learn from each other.

The SCESTC staff will assist you in every way possible to ensure that your experience at the Training Center is productive and informative. Should you have any questions, please contact us by phone at (845) 807-0509 or by fax at (845) 292- 0968 or by e-mail at: John.Hauschild@co.sullivan.ny.us

We look forward to working with you.

Emergency Services Training Center 615 Old White Lake Turnpike Swan Lake, New York 12783

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Contact Information

The contact information for the Sullivan County Emergency Services Training Center is as follows

Emergency Services Training Center (SCESTC)
Sullivan County Emergency Management/Homeland Security
615 Old White Lake Turnpike
Swan Lake, New York 12783
Office: 845-807-0509
Fax: 845-292-0968
E-mail: John.Hauschild@co.sullivan.ny.us
Mailing: P.O. Box 5012 Monticello, NY 12701

The following contact information is for the Sullivan County Emergency Management/Homeland Security located at the Sullivan County Government Center in Monticello, New York

Sullivan County Emergency Management/Homeland Security
(SCEMHS)
P.O. Box 5012 / 100 North Street
Monticello, New York 12701
Office: 845-807-0508
Fax: 845-807-0510
E-mail: Richard.Martinkovic@co.sullivan.ny.us

I. Mission Statement

Our Mission...

The Mission of the SCESTC is to provide appropriate Emergency personnel with the knowledge, skills and abilities necessary to safely and effectively prevent, prepare for, mitigate and respond to emergency situations and major incidents such as natural disasters. The mission will be accomplished in cooperation with other agencies to enter into a formal partnership with the Sullivan County Emergency Services to achieve common training goals. These partnerships will maximize the use of available resources, minimize duplication, and allow staff to deliver essential interdisciplinary training in a systematic way the best meets the needs of Sullivan County.

Our Vision...

The SCESTC will be recognized as a facility for developing and delivering a wide variety of high-quality, interdisciplinary training and exercises. The SCESTC will be known for its innovation, the use of the latest technology, and the ways in which students are challenged to apply traditional classroom instruction in real life situations.

Training that is offered at the SCESTC will cultivate confidence, leadership, critical thinking, and other skills that are essential for first responders. In addition, **“ALL TRAINING WILL BE FREE OF INTIMIDATION, CONDUCTIVE TO LEARNING, THROUGH KNOWLEDGE AND LEADERSHIP”**.

Our Values...

SCESTC will maximize the impact of the instruction that is offered in Sullivan County through a commitment to quality that goes beyond mere slogans. SCESTC will provide to you the best staff to deliver a rich learning experience.

A strong emphasis on personal and organizational accountability will ensure that policies are executed in a thorough and professional manner.

A spirit of sincere and open cooperation will be promoted to ensure that the Center addresses the needs of several first responder disciplines and the agencies that the responders represent.

Students who attend classes at the SCESTC will be treated with respect at all times. Student feedback and constructive criticism will be actively solicited so that the Center can provide even higher levels of customer service.

II. Code of Student Conduct

The primary goal of the SCESTC staff is to provide Sullivan County first responders with a cooperative and collaborative learning environment, which is safe, conducive to learning and promotes interaction among all first responder disciplines. To achieve this goal it will require the highest degree of professionalism on the part of all those involved in the training including students and staff. Please remember that while you are attending training you not only represent your agency, you represent Sullivan County first responder community and the SCESTC and you will be expected to act in a professional manner at all times.

A. Personnel Regulations

It is the responsibility of every student participating in a training course at the SCESTC to familiarize him or herself with the contents of this Student Handbook. The policies and procedures of the SCESTC are explained in detail in this manual, and as a student and guest of the SCESTC, you are required to follow the policies and procedures laid out herein. It is understood that students are also subject to the rules and regulations of their home agencies. However, if there is any questions on how to proceed while at the SCESTC, the rules and regulations of the SCESTC shall take priority.

B. Knowledge of Regulations

Every student participating in training exercises of classes at the SCESTC is required to establish and maintain a working knowledge of pertinent New York State laws, as well as the rules and regulations of the SCESTC. In the event of and improper action or breach of discipline, it will be presumed that the student in question was familiar with the directive in question.

C. Obedience to Laws and Regulations

All students shall observe and obey all laws and ordinances, as well as the directives of the SCESTC. Students should abide by copyright laws regarding materials obtained from the Training Center. The Training Center is not responsible for students' physical activity that is not job or training related.

D. Performance of Duty

All students shall perform their duties as required by law/NFPA Standards, SCESTC directives, or by the order of an SCESTC supervisor or instructor. All lawful duties required by competent authority shall be performed promptly as directed. Students shall understand that supervisors and instructors at the SCESTC have the right to demonstrate authority and control over student, both with respect to training purposes and safety precaution. For their part, instructors shall observe the rights and protect the will- being of students in their charge, and in no way abuse their authority.

E. Dress Code

It is each student's responsibility to use good judgment in attire that projects a professional image and that is appropriate for both climate differences and classroom activities. Generally, the standard is business casual. SCESTC staff has the authority to make a determination that a student's attire may be inappropriate. Students whose attire is determined to be inappropriate will be required to change into more appropriate clothing before being allowed to continue class. Certain courses require special attire and /or equipment. If so, it will be specified in the course confirmation.

F. Reporting Violations

Any student who has any knowledge of other students, individually or collectively, who are knowingly or unintentionally violating any laws/NFPA Standards, SCESTC directives, or who disobey orders, especially those pertaining to safety precautions, shall bring any and all facts pertaining to the matter to the attention of his/her instructor. Students are encouraged to deal directly with their instructors, and to not bypass official chains of command unless absolutely necessary.

G. Standards of Conduct

1. Unbecoming Conduct

Students shall conduct themselves at all times, both on and off the SCESTC campus, in such a manner as to reflect most favorably on the SCESTC and their home agencies. Conduct unbecoming of a student or trainee shall include behavior which brings the SCESTC or their agency into disrepute or reflects discredit upon the student as a member of the SCESTC or that which impairs the operation or efficiency of the SCESTC or its employees.

2. Acceptable Conduct

Students shall maintain a level of acceptable conduct in their personal and business affairs, which is in keeping with the highest standards of their profession. Students shall not participate in any incident involving conduct which would impair their ability to perform their duties, educational tasks, or cause the SCESTC or their agency to be brought into disrepute.

H. Cooperation/Coordination/Integrity

Students and trainees shall coordinate their effort with other students of the SCESTC and member agencies with the objective of ensuring maximum achievement and continuity of purpose through teamwork. The respective institutional cultures of participating agencies shall not be allowed to corrupt the learning environment. Students, trainees, and instructors shall all work to create a cooperative, cohesive learning environment with the goal of fostering better inter-agency and interdisciplinary cooperation both inside and outside of the SCESTC training grounds. This cooperation shall in no way be understood to mean that students may assist each other during evaluation procedures, or that instructors may provide test answers to a student at any time.

I. Assistance to Fellow Students

No student shall fail to aid or assist a fellow student in non-testing situations to the full extent of his or her capability at any time, in accordance with established SCESTC directives.

J. Reporting for Training

Students shall report for training at the time and place required by their instructor, and as detailed in the course confirmation packet. Students shall complete all pre-course readings and /or assignments as required on a class by class basis, as necessary. Students shall give their undivided attention to instructors and any other information that may be disseminated as necessary. Unexcused absences and or failure to report to class on each scheduled day of training may result in removal and or failing the course and the student's organization being notified of the absence.

K. Conduct towards Others (Human Relations)

Every student is expected to participate in his or her training in an efficient, courteous, and orderly manner, while employing patience and good judgment at all times. Students shall refrain from harsh, profane, or insolent language, and shall be courteous and civil in the dealings with others. Students shall not use racial or ethnic slurs. They shall use respectful civil forms of address to all persons regardless of their lifestyle. No student will disperse information either verbally or in writing that has not been verified as factual. At no time will any student disperse information regarding another student, instructor or SCESTC employee that is defamatory in nature. Displays of bias toward any person on account of race, sex, religious preference, or lifestyle shall be considered conduct unbecoming a student or trainee. Student and trainees should not engage in any activity which could be perceived as encouraging or fostering any reason for an instructor to demonstrate favoritism to any student.

L. Prohibited Conduct

1. Attendance

Attendance is required at all class sessions.

2. Use of Tobacco Products

The use of tobacco products is prohibited in all SCESTC facilities and vehicles. Smoking is prohibited on Sullivan County property (Buildings and Grounds)

3. Use of Liquor, Drugs, or Other Intoxicants

- a. Students shall not consume intoxicants while off duty to the extent that evidence of such consumption is apparent when reporting for training sessions, or to the extent that the ability to perform appropriately during a training session is impaired. Students shall not consume or purchase any intoxicant while on duty.
- b. Students shall not, at any time, be under the influence of liquor or drugs while on duty.
- c. Students shall not bring onto or keep any intoxicants on SCESTC premises. Intoxicants shall not be transported in any SCESTC vehicle, except as necessary in accordance with official duties or for specific instruction where the use of intoxicants (as with Standardized Field Sobriety Testing instruction) is required.

4. Gambling

Gambling is forbidden at the SCESTC.

M. Gifts and Gratuities

1. Soliciting

Students shall not under any circumstances solicit any gift, gratuity, loan, or fee where there is a direct or indirect connection between solicitation and their connection with the SCESTC or their home agency, while conducting any business or training sessions at or with the SCESTC.

2. Accepting

Students shall not accept any gift, gratuity, or any other form of material benefit, directly or indirectly, when the rendering of any such gift, gratuity, or material benefit is accompanied by an explicit expectation of special consideration at any time involving the use of the recipient's position or relationship with the SCESTC.

N. Hazing

1. Definition

Hazing is defined as subjecting an individual to unnecessary and excessive abuse, humiliation, or physical danger, or by committing any action or causing any situation that recklessly or intentionally endangers mental or physical health or involves the force consumption of alcohol or drugs for the purpose of initiation into or affiliation with any organization.

2. Prohibition of Hazing

Students and trainees shall not participate in any form of hazing, nor allow any individual to participate in any form of hazing. All incidents of mistreatment of anyone are to be reported immediately, through the chain of command to the SCESTC Training Coordinator

O. Sexual and Other Forms of Harassment

Harassment of any Center personnel or student, by anyone employed by, contracted by, or being trained by the Center, has the effect of unreasonably interfering with an individual's work or learning performance, and/or creating an intimidation, hostile, or offensive work or training environment. Therefore, all employees, instructors, and students or trainees will be familiar and comply with the SCESTC sexual harassment policy. Any violations of this policy will be reported to the person's immediate supervisor or their instructor, unless the supervisor or instructor is the subject of the complaint. Then, and only then, the chain of command will be bypassed to file the complaint. The policy prohibiting sexual harassment at the SCESTC can be found on page 11 of this Student Handbook.

III. Prohibited conduct – Sexual Harassment Policy

- A. Sexual harassment is defined as any unwanted verbal or physical sexual advance. It may include sexually explicit derogatory statements or sexually discriminatory remarks made by someone in the workplace that are offensive or objectionable to the recipient, cause the recipient discomfort or humiliation, or interfere with the recipient's job performance.
- B. The following types of conduct are examples of sexual harassment and are prohibited. These examples do not represent all the ways in which sexual harassment may occur and are not intended to limit the definition of sexual harassment in Section III.
 - 1. Explicit or implicit promises of career advancement or preferential treatment in return for sexual favors. Such promises or preferential treatment may include, but are not limited to hiring, promotion, training opportunities, acceptance of a lower standard of performance, providing higher performance evaluation, and lax timekeeping.

2. Explicit or implicit threats that an employee, sworn staff member, or trainee will be adversely affected if sexual demands are rejected. Such threats include, but are not limited to, lower evaluations, failing grades, denial of promotions, punitive transfers, terminations, and altered or increased work assignments.
3. Verbal comments and gestures of a sexual nature. This includes any type of sexually suggestive remarks, pictures, jokes, and offensive noises.
4. Repeated and unsolicited touching of any kind. This includes the touching, patting or pinching of another person and the repeated brushing against another person's body.

C. Sexual harassment – Roles and Responsibilities of Trainer/Staff

1. Employees, Supervisors, and trainees have a responsibility to conduct themselves in a manner that will ensure proper performance of job responsibilities and maintenance of public confidence.
2. Employees have a responsibility to register a complaint about sexual harassment and to pursue their complaint to a higher authority if not satisfied with the response of anyone in the chain of command.
3. Supervisors have a responsibility to act promptly and affirmatively when they observe behavior that violates this regulation, and/ or when they receive complaints of sexual harassment. They have a responsibility to ensure that this regulation is circulated among all their employees.
4. Sexual harassment Prevention training information can be found on the Governor's Office of Employee Relations (GOER) web site under Training and Development at www.goer.state.ny.us/train/programs/statepolicy/
http://goer.state.ny.us/Training_Development/Online_Learning/SH/ExecOrder.html
5. Online sexual harassment prevention training is available through the GOER's Online Learning Center at www.goer.state.ny.us/train/onlinelearning/
http://www.goer.state.ny.us/Training_Development?online_learning/SH/intro.html

IV. Prohibited Conduct – Workplace Violence

The SCEMHS is committed to promoting a safe and secure work environment that promotes the achievement of its mission. All trainees of the center are expected to maintain a learning environment free from violence, threats of harassment, and threats of violence, intimidations or coercion. The purpose of the policy is to address the issue of potential violence at the SCESTC, prevent violence in the learning environment from occurring to the fullest extent possible, and set forth procedures to be followed when such violence has occurred.

A. Policy

SCEMHS prohibits violence in the learning environment. Violence, threats of violence, intimidation, harassment, coercion, or other threatening behavior towards people or property will not be tolerated. Individuals who violate this policy may be removed from the learning environment and are subject to disciplinary and/or personnel action up to and including expulsion, that is consistent with New York State and agency policies, rules and agreements with consortium partners, and /or referral to law enforcement authorities for criminal prosecution. Complaints of sexual harassment are covered under the SCEMHS Sexual Harassment in the Workplace Policy Statement. Workplace Violence information can be found on the New York State Department of Labor web site:

[http://www.labor.state.ny.us/workerprotection/safetyhealth/PDFs/Workplacae%20Violence%20Flyer Nov3.pdf](http://www.labor.state.ny.us/workerprotection/safetyhealth/PDFs/Workplacae%20Violence%20Flyer%20Nov3.pdf)

1. Examples of violence in the learning environment include, but are not limited to:
 - a. Intentional physical contact for the purpose of causing harm.
 - b. Menacing or threatening behavior (Such as throwing objects, pounding on a desk or door, damaging property, stalking, or otherwise acting aggressively; or making oral or written statements specifically intended to frighten, coerce, or threaten) where a reasonable person would interpret such behavior as constituting evidence of intent to cause harm to individuals or property.
 - c. Possessing firearms, imitation firearms, knives or other dangerous weapons, instruments or materials with the intent of using such weapons to threaten, intimidate or physically harm any individual. No trainee at the agency, shall have in his/her possession a firearm or other dangerous weapon, instrument or material that can be used to inflict bodily harm on an individual or damage to agency property unless such weapon is authorized as a part of their official duties, or is required for the training session that the student is attending.
2. Any person experiencing or witnessing imminent danger or actual violence involving weapons or personal injury should call 911.

3. Any person, who is the subject of a suspected violation of this policy which does not involve violence, weapons or personal injury, or is a witness to such suspected violation, should report the incident to his or her instructor, or an SCESTC staff member, or in lieu thereof, to SCEMHS Administration. SCEMHS Administration will work with the SCESTC staff and instructors on an appropriate response.

V. Firearms and Personal Weapons Security Policy

A. Ammunition and Firearms Security

1. Firearms are prohibited at the center by civilians. For your own protection, and to make your training at the SCESTC safe, do not bring weapons of any kind to the center. Weapons include knives with blades longer than 3 inches, machetes, bows and arrows, ammunition, rifles, shotguns, pistol, etc.
2. Sworn/ commissioned federal, state and local police or peace officers, as defined by New York State Criminal Procedure Law sections 1.20 and 2.10, who require a fire arm for the performance of official duties, are exempt from this section.
3. Civilians arriving at the SCESTC with weapons of any kind will have their entry to the center significantly delayed.
4. Please remember that you, personally, carry the most responsibility for your own safety. It is in your best interest to remain aware of your surroundings at all times.

VI. Evacuation Plan

Classroom Building Evacuation Procedures

A. SCESTC Classroom Building

1. The ESTC is equipped with a fire alarm system that will broadcast a loud buzzing sound which will indicate the need to evacuate the building.
2. All occupants will immediately exit the building through the closest outside exit to their location.

3. After exiting, occupants will proceed to the student parking lot on the side of the building, where there will be an accounting of all occupants. Everyone will wait there for further instructions.
4. The building may not be reoccupied until the responding emergency personnel give the “ALL CLEAR” signal.

EMERGENCY RESPONSE PERSONNEL FROM THE LOCAL JURISDICTION ARE IN CHARGE. ALL FURTHER INSTRUCTION MUST COME FROM THEM.

VII. Complaint Policy

- A. The SCEMHS and the SCESTC seek to offer a user-friendly environment for the purpose of training, learning, and cooperative interaction between agencies. To this end, it is the role of every student and staff member associated with the ESTC to work together in an effort to create an educational environment that is conducive to meeting these goals.
- B. The SCEMHS encourages everyone to safeguard the health, safety, and welfare of all persons associated with the ESTC, including both students and staff members. This Student Handbook includes a list of prohibited behavior, and explains the policy on sexual harassment and violence in the workplace. In the event that a student files a complaint against another student or ESTC staff, the ESTC Coordinator will take the complaint and advise the Public Safety Commissioner and deal directly with the incident.
- C. Further instruction on the complaint policy will be explained by the Public Safety Commissioner in the event that a complaint is filed. At the very minimum, the individual filing the complaint must initiate the proceedings by a written description of the act or incident giving rise to the complaint no later than 30 calendar days after the date of occurrence to the ESTC Coordinator.
- D. Conduct of the student during an investigation
 1. Students are expected to follow all Training Center procedures and policies during investigations.
 2. During or as a result of an investigation, students may be prohibited from attending training as determined by the SCEMHS and the ESTC Coordinator. It is expected that students abide by the decision made by the Public Safety Commissioner or the ESTC Coordinator.

VIII. No Show Policy

- A. **If you are unable to attend a training course you're enrolled in, please let the SCESTC Coordinator know as soon as possible.** Space in most of our courses is limited; therefore, any student accepted for a class and then who does not attend ("No Show") without notifying the Training Center prior to that particular course will result in their supervisor and /or organization contacted. Unexcused absences are investigated by the ESTC Training Coordinator and may result in a student being given lower priority for future classes, requiring a student to provide a letter from their organization requesting permission to attend future training or being barred from attending courses for a period of six months. Please remember: we may have several other people who can fill your slot in the course. We appreciate your cooperation in this matter.

VIX. Course Cancellation Policy

Generally, courses are not cancelled due to inclement weather; however, in the event those Sullivan County facilities are closed due to adverse weather: a directive will be issued from the County Managers Office to the Public Safety Commissioner. The Commissioner will notify the ESTC Coordinator who will make the necessary notifications to the instructors that the facility will be closed due to adverse weather.

If the ESTC is to be closed due to adverse weather and a course is already in progress or scheduled for the time frame determined for the closing, instruction on what actions students need to take will be provided by the Instructor. These instructions will include steps that need to be taken by the students.

If a course needs to be canceled due to adverse weather conditions and the County Facilities are not closed, and it is after hours it is the instructor's responsibility to notify their students.