

**AGENDA**  
**Legislative Monthly Meeting for September 18, 2014 at 4:30PM**

**Resolutions:**

344. Abolish Senior Buyer at ACC and create Buyer position in Purchasing
345. Approve a Corrective Action Plan for the Tourism Promotion Services Report of examination for 1/1/12 to 8/21/13 performed by the NYS Comptroller's Office
346. Authorize MOU entitled NYS Evidence based Health programs Quality and Technical Assistance Center Partnership (QTAC)
347. Appoint members to the Sullivan County Electrical Licensing Board
348. Approve the 2015 Stop DWI Plans and Authorize County Manager to sign all agreements
349. Authorize preparation of a grant application for a Public Safety Answering Points (PSAP) which is supported by the New York State Public Safety Communications Account
350. Authorize execution of Airport Grant Agreements, Contracts, Certifications and documentation for engineering services for the Sullivan County Airport \$73,350
351. Authorize execution of Airport Grant Agreements for pavement and drainage improvement at SCIA \$534,148.00
352. Authorize change order with Peter Holmes Contracting agreement \$29,500
353. Authorize award of engineering services for the rehabilitation of the County Owned Hangar
354. Modify the 2014 County Budget
355. Authorize contract with Nexxlinx for assessment preparation and printing of the tax rolls and tax bills
356. Authorize contract with Sarah Smith Psy.D. for psychologist services for Community Services
357. Modify Resolution No. 209-13 with Cornerstone Engineering and Land Surveying PLLC
358. To Convey Property in the Town of Liberty known as LI23.-1-97, Acquired by the County of Sullivan by Virtue of the In Rem Tax Foreclosure Proceeding for the 2012 Lien Year.
359. To Convey Property in the Town of Mamakating known as MA75.-1-21.5, Acquired by the County of Sullivan by Virtue of the In Rem Tax Foreclosure Proceeding for the 2012 Lien Year.
360. To accept & share proceeds of the Sale of Real Property (TH106.-1-4.1 & 3.4) with Village of Monticello in Full Satisfaction of all outstanding Tax Liens, through & including Lien Levied January 1<sup>st</sup>, 2014.
361. To authorize the Sale of Real Property to the Second Highest Bidder(s) from the June 2014 Real Property Auction.
362. To Convey Property in the Town of Thompson known as TH30.-5-4 & 30.-5-8, Acquired by the County of Sullivan by Virtue of the In Rem Tax Foreclosure Proceeding for the 2012 & 2009 Lien Years.
363. Authorizing an advance from the General Fund to Develop a Comprehensive Coordinated Transportation Plan and Feasibility Study.
364. Authorizing an advance from the General Fund to Update the County's Agricultural & Farmland Protection Plan.

365. To correct the 2012 Tax Roll of the Town of Mamakating for Tax Map #5.-1-18.2.
366. To correct the 2013 Tax Roll of the Town of Mamakating for Tax Map #5.-1-18.2.
367. To correct the 2014 Tax Roll of the Town of Mamakating for Tax Map #5.-1-18.2.
368. Change Legislative Employee position from Temporary to Regular and waive residency requirements
369. Confirm appointment of Lorne Green to Sullivan County Board of Ethics
370. Appoint Michelle Lipari to the Sullivan County Agricultural and Farmland Protection Board
371. Authorize contract with Westchester County Medical Center for DSRIP Needs Assessment Activities
372. Urge NYS Department of Civil Service to Grandfather current Solid Waste Operators from test taking
373. Authorize contract with Independent Living, Inc. for community support services
374. Authorize Sullivan County Visitors Association, Inc to apply for I Love New York 2015 funds
375. Authorize contract with Claire Schneider, MS, RD, CDN for provision of registered dietician services
376. Authorize contract with International Contractors Corporation for re-roofing services
377. Amend Resolution 260-14 authorizing redundant connectivity between E911 Center and NYS Police Barracks to support the new E911 phone system
378. Authorize Inter-Municipal Agreements with the Towns of Highland and Rockland

**Sullivan County Legislature**

**Regular Meeting**

**September 18, 2014 at 4:30PM**

The Regular Meeting of the County Legislature was called to order at 4:30PM by Chairman Samuelson with the Pledge of Allegiance.

Roll Call indicated Ms. Vetter and Mr. Sorensen absent and Mrs. Gieger not present.

The Clerk read July, August and September communications as follows:

1. Received May 29, 2014 from NYSAC the 2014 SC Overview and State Budget Impact Report.
2. Appointments by Chairman Samuelson to the Fish & Wildlife Management District Board, and to the NY Connects Long Term Care Council on June 24, 2014.
3. Records Destruction Notifications received from DFS/Fraud on June 30, 2014, Probation on July 2, & 8th 2014, and Data Entry on July 16, 2014.
4. Received on July 14, 2014 from the Delaware County Chamber of Commerce, a resolution supporting 2 Casino Licenses in the Catskill Region.
5. Letters received on July 15, 2014 supporting the Electrical Licensing Board from the Village of Monticello, the Towns of Callicoon, Bethel, and Thompson.

**August Communications:**

6. Records Destruction Notifications received from the following:  
Planning & Environmental Mgt. on 7/8/14 & 7/29/14  
Personnel on 7/23/14  
Probation on 7/18, 7/29, 8/1, 8/5, 8/8, 8/12, & 8/18/14.
7. E-mail received from Arlene McArdle on July 17, 2014 expressing support of Bill HR 4172.
8. Letter received on July 18, 2014 from Callicoon Supervisor, Thomas Bose supporting the continuation of the SC Electrical Licensing Board.
9. Appointments by Scott Samuelson to the SC Youth Board received and dated 8/12/14; to the Cornell Cooperative Extension on 7/29/14, & to SC BOCES on 8/20/14.
10. Received on 8/6/14 from Toski & Co, the Comprehensive Annual Financial Report for the County of Sullivan.
11. Received on 8/14/14 from the NYSDOT, notification of current culvert projects.
12. Current report received on 8/14/14 from the State of NY Public Service Commission.

**At this point, Mrs. Gieger joined the meeting at 4:35PM.**

**September Communications**

13. Chairman Samuelson's appointment to the Sullivan County Workforce Development Board and the Sullivan County Airport Development Commission
14. NYSDOT notification of stream bank work along the Little Beaver Kill in the hamlet of Parksville, Town of Liberty.

15. Town of Mamakating Notice of Hearing for September 16, 2014 at 7:00PM introducing a local law prohibiting natural gas or oil exploration, extraction or processing
16. Records Destruction Notifications filed by Health and Family Services Accounting dated August 25, 2014, Data Entry and Records dated August 12, 2014, Probation Department dated August 22, 2014, August 27, 2014, August 28, 2014, September 2, 2014 and September 10, 2014.
17. Copy of Sullivan county Funding Corporation's 2015 draft budget received on September 10, 2014 and the County of Sullivan Industrial Development Agency's 2015 draft budget received on September 12, 2014.
18. Copy of Letter dated August 22, 2014 from Whiteman, oysterman and Hanna requesting County right of way abandonment for the installation of sidewalks along Winterton Road in the Village of Bloomingburg

**Presentations - None**

**There was no public comment**

**Resolutions:**

**RESOLUTION NO. 344-14 INTRODUCED BY PERSONNEL COMMITTEE TO ABOLISH AND CREATE A POSITION**

**WHEREAS**, there is a need to create a full-time Buyer position within the Department of Purchasing, and

**WHEREAS**, there is currently a vacant Senior Buyer position at the Sullivan County Adult Care Center, and

**WHEREAS**, the abolishment of the Senior Buyer position and creation of the Buyer position would result in a net reduction of County costs and place County resources where they are currently most needed.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the creation and filling of a full time Buyer position (Teamsters Grade VI) within the Department of Purchasing and the abolishment of the Senior Buyer position (position # 393, Teamsters Grade VII) in the Adult Care Center; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the following budget modifications:

Increase Appropriations		Decrease Appropriations	
A1345-10-1011	\$7,378	EI6020-80-10-1011	(\$7,378)
A1345-80-8001	\$564	EI6020-80-80-8001	(\$564)
A1345-80-8002	\$4,628	EI6020-80-80-8002	(\$4,628)
A1345-80-8005	\$1,033	EI6020-80-80-8005	(\$1,033)
A1345-80-8006	\$369	EI6020-80-80-8006	(\$369)

A1345-80-8007	\$113	EI6020-80-80-8007	(\$113)
		EI6020-81-R5031-R209	(\$14,085)
		A9901-90-9003	(\$14,085)

**Moved by Mr. Rouis, seconded by Mr. Benson,** put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014.

**RESOLUTION NO. 345-14 INTRODUCED BY COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE TO APPROVE A CORRECTIVE ACTION PLAN FOR THE TOURISM PROMOTION SERVICES REPORT OF EXAMINATION FOR THE PERIOD JANUARY 1, 2012 TO AUGUST 21, 2013 PERFORMED BY THE NEW YORK STATE COMPTROLLER’S OFFICE**

**WHEREAS,** the New York State Comptroller issued a report of examination for the period of January 1, 2012 to August 21, 2013 concerning Tourism Promotion Services, and

**WHEREAS,** the objective of the audit was to review the contract with the Tourism Promotion Corporation, specifically asking, “Did the County provide adequate oversight over the collection and expenditure of the County’s occupancy tax?”, and

**WHEREAS,** the New York State Comptroller made several recommendations to improve the oversight over the enforcement and reporting of occupancy tax and related exemptions and a recommendation to improve the monitoring of the success of the Corporation, and

**WHEREAS,** in accordance with Section 35 of the General Municipal Law a written corrective action plan that addresses the findings and recommendations in the report should be prepared and sent to the New York State Comptroller

**NOW THEREFORE, BE IT RESOLVED,** that the Sullivan County Legislature hereby approves the attached corrective action plan.

**Moved by Mrs. LaBuda, seconded by Mr. Benson,** put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014.

**RESOLUTION NO. 346-14 INTRODUCED BY HEALTH AND FAMILY SERVICES COMMITTEE TO AUTHORIZE MEMORANDUM OF UNDERSTANDING (“MOU”) ENTITLED NYS EVIDENCE-BASED HEALTH PROGRAMS QUALITY & TECHNICAL ASSISTANCE CENTER PARTNERSHIP (“QTAC”) BETWEEN THE NEW YORK STATE EVIDENCE-BASED HEALTH PROGRAMS QUALITY & TECHNICAL ASSISTANCE CENTER, A UNIT OF THE CENTER FOR EXCELLENCE IN AGING & COMMUNITY WELLNESS, STATE UNIVERSITY OF NEW YORK AT ALBANY AND THE SULLIVAN COUNTY OFFICE FOR THE AGING.**

**WHEREAS,** the Sullivan County Office for the Aging is designated as a Partner with QTAC to Provide quality delivery of the QTAC-approved evidence-based health promotion program(s) sponsored by QTAC, and

**WHEREAS,** the partnership with QTAC for the purposes of this MOU is based on the Partner’s ability and commitment to provide quality delivery of QTAC-sponsored evidence-based health promotion and self-management programs, complete an annual self-assessment to document the extent of the Partner’s current capacity to meet QTAC certification standards, provide the QTAC with ongoing program information as requested, link efforts to QTAC and its local and/or regional partners where applicable, sign and submit a MOU to QTAC.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the County Manager to execute a MOU with QTAC to partner with the Sullivan County Office for the Aging at no cost for the period 1/1/2014-12/31/2014, and

**BE IT FURTHER RESOLVED**, that the form of such agreement be approved by the Sullivan County Department of Law.

**Moved by Mr. Benson, seconded by Mr. Rouis**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014.

**RESOLUTION NO. 347-14 INTRODUCED BY PUBLIC SAFETY AND LAW ENFORCEMENT COMMITTEE TO APPOINT MEMBERS TO THE SULLIVAN COUNTY ELECTRICAL LICENSING BOARD**

**WHEREAS**, Local Law No. 2 of 2014 was adopted by the Sullivan County Legislature on August 21, 2014 amending the Electrical Licensing Law, and

**WHEREAS**, Article II. Board of Electrical Licenses Section 103-3 Membership of the Local Law states that voting and nonvoting members need to be appointed by Legislature, and

**NOW, THEREFORE, BE IT RESOLVED**, that pursuant to §103-3 of the Sullivan County Code, the following persons are appointed to the Sullivan County Board of Electrical Licensing for the term ending listed next to their name:

**Voting Member Appointees**

- NYSEG Representative (Roger Williams)
- Master Electrician (Karl Kerber)
- Master Electrician (Brad Bastone)
- Electrical Inspector (Todd Klikus)
- Code Enforcement Officer (Dave Kuebler)
- County Manager or Designee
- Individual representing the County Legislature

**Non-Voting Member Appointees**

- John Dickson, IBEW Union
- Recording Secretary

**Moved by Mrs. LaBuda, seconded by Mr. Benson**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014.

**RESOLUTION NO. 348-14 INTRODUCED BY PUBLIC SAFETY COMMITTEE**

**TO APPROVE THE 2015 STOP DWI PLAN AND AUTHORIZE THE COUNTY MANAGER TO SIGN ANY AND ALL AGREEMENTS NECESSARY FOR THE PLAN**

**WHEREAS**, the 2015 STOP DWI Plan has been prepared and requires the signature of the County Manager prior to being approved by the New York State Department of Motor Vehicles, Governor's Traffic Safety Committee, and

**WHEREAS**, the 2015 STOP DWI budget is \$262,000, and

**WHEREAS**, a copy of the 2015 STOP DWI Plan is on file in the County Manager's Office.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is authorized to sign any and all agreements with the State of New York and all appropriate agencies to effect the 2015 STOP DWI Plan, said agreements to be in such form as the County Attorney shall approve.

**Moved by** Mrs. LaBuda, **seconded by** Mr. Benson, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014.

**RESOLUTION NO. 349-14 INTRODUCED BY THE PUBLIC SAFETY COMMITTEE TO AUTHORIZE PREPARATION OF A GRANT APPLICATION FOR A PUBLIC SAFETY ANSWERING POINTS (PSAP) PROGRAM WHICH IS SUPPORTED BY THE NEW YORK STATE PUBLIC SAFETY COMMUNICATIONS ACCOUNT WHEREIN FUNDING HAS BEEN APPROPRIATED TO THE DIVISION OF HOMELAND SECURITY & EMERGENCY SERVICES' OFFICE OF INTEROPERABLE AND EMERGENCY COMMUNICATIONS (DHSES / OIEC) TO IMPLEMENT THE PROGRAM. FUNDING WILL ALLOW FOR REIMBURSEMENT OF COSTS TO FACILITATE OPERATIONS OF PUBLIC SAFETY ANSWERING POINTS.**

**WHEREAS**, the New York State Division of Homeland Security and Emergency Services (*NYS DHSES*) provides funds to support efforts of emergency management/homeland security; and

**WHEREAS**, the NYS DHSES – Office of Interoperable and Emergency Communications (*OIEC*), is administering the Public Safety Answering Points (*PSAP*) program to provide reimbursement for costs associated with the facilitation of operations within the public safety answering point; and

**WHEREAS**, the Sullivan County Division of Public Safety – Office of Emergency Management seeks to improve public safety communications operation; and

**WHEREAS**, the Sullivan County Division of Public Safety – Office of Emergency Management has tentatively been awarded \$155,546.00 to support the improvement of public safety communications; and

**WHEREAS**, the Sullivan County Division of Public Safety – Office of Emergency Management must submit an application in order to receive said funds and wishes to file an application with the PSAP program; and

**WHEREAS**, Sullivan County is not required to provide any local cash or in-kind match in support of the PSAP program.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Division of Public Safety – Office of Emergency Management is hereby authorized to prepare an application for funding under the NYS DHSES-OIEC PSAP program.

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and / or their authorized representative (*as required by the funding source*) to execute any and all necessary documents to submit the NYS DHSES-OIEC PSAP program application for funding; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, and / or Chairman of the County Legislature (*as required by the funding source*) to accept the award, and enter into an award agreement or contract to administer the funding secured, in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, that if awarded PSAP program funding, the Sullivan County Division of Public Safety – Office of Emergency Management, shall administer the funds and the PSAP program; and

**BE IT FURTHER RESOLVED**, that should the PSAP program funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.

**Moved by Mrs. LaBuda, seconded by Mr. Benson**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014.

**RESOLUTION NO. 350-14 INTRODUCED BY THE PUBLIC WORKS COMMITTEE**

**TO AUTHORIZE EXECUTION OF AIRPORT GRANT AGREEMENTS, CONTRACTS, CERTIFICATIONS AND DOCUMENTATION FOR ENGINEERING SERVICES FOR THE SULLIVAN COUNTY AIRPORT – RECONSTRUCT AIRPORT ACCESS ROADWAY (CR183A AND TRAFFIC CIRCLE) – DESIGN ONLY**

**WHEREAS**, the County of Sullivan desires to receive AIP grants at Sullivan County International Airport with 90% funding from the Federal Aviation Administration (FAA) and 5% funding from the New York State Department of Transportation (NYSDOT); and

**WHEREAS**, the access roadway (CR183A) and the traffic circle to the airport have reached serviceable life and in need of repair, and/or replacement; and

**WHEREAS**, the County has submitted an application and has received a verbal correspondence from the FAA that a grant may be issued in the amount of \$73,350.00 with time constraints for the execution and return of the grant agreement to the FAA; and

**WHEREAS**, the FAA has indicated that they will allocate funding for 90% of the total cost of the project at the Sullivan County International Airport upon receipt of a formal application; and

**WHEREAS**, the New York State Department of Transportation share of the cost of the project is 5% of the total project cost; and

**WHEREAS**, the total cost of the project shall not exceed \$73,350.00.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature authorizes the County Manager to sign the necessary applications, agreements, certifications, contracts and documentation, in such form as the County Attorney shall approve, on behalf of the County and the facility, as is required by the FAA and the NYSDOT in order to obtain funding; and



**BE IT FURTHER RESOLVED**, that the County Manager shall provide additional information to the FAA as may be required under the grant; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Treasurer be authorized to advance monies from the General Fund for this project in an amount not to exceed \$73,350.00.

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately.

**Moved by Mrs. LaBuda, seconded by Mr. Benson**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014.

**RESOLUTION NO. 351-14 INTRODUCED BY THE PUBLIC WORKS COMMITTEE**

**TO AUTHORIZE EXECUTION OF AIRPORT GRANT AGREEMENTS, CONTRACTS, CERTIFICATIONS AND DOCUMENTATION FOR ENGINEERING, CONSTRUCTION AND CONSTRUCTION INSPECTION SERVICES FOR THE SULLIVAN COUNTY AIRPORT DRAINAGE IMPROVEMENT AND PAVEMENT MARKING CONSTRUCTION PROJECT**

**WHEREAS**, the County of Sullivan desires to receive AIP grants at Sullivan County International Airport from the Federal Aviation Administration (FAA) and the New York State Department of Transportation (NYSDOT); and

**WHEREAS**, the County of Sullivan has received a verbal correspondence from the FAA that a grant may be issued in the amount of \$534,148.00 with time constraints for the execution and return of the grant agreement to the FAA; and

**WHEREAS**, the FAA has indicated that they will allocate funding for 90% of the total cost of the project at the Sullivan County International Airport; and

**WHEREAS**, the New York State Department of Transportation share would be 5% of the total project cost.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature authorizes the County Manager to sign the necessary applications, agreements, certifications, contracts and documentation, in such form as the County Attorney shall approve, on behalf of the County and the facility, as is required by the FAA and the NYSDOT in order to obtain funding; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Treasurer be authorized to advance monies from the General Fund for this project in an amount not to exceed \$534,148.00 contingent upon the execution of the grant agreement.

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately.

**Moved by Mrs. LaBuda, seconded by Mr. Benson**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014.

**RESOLUTION NO. 352-14 INTRODUCED BY THE PUBLIC WORKS COMMITTEE TO AUTHORIZE A CHANGE ORDER TO THE CONSTRUCTION CONTRACT WITH PETER HOLMES CONTRACTING FOR CONSTRUCTION SERVICES FOR THE "T" HANGAR REHABILITATION PROJECT AT THE SULLIVAN COUNTY INTERNATIONAL AIRPORT (SCIA)**

**WHEREAS**, Resolution 241-14 authorized an agreement with Peter Holmes Contracting to provide construction services for the "T" Hangar Rehabilitation at SCIA; and

**WHEREAS**, during the course of the work an unforeseeable condition was encountered requiring additional work be done to ensure a safe project; and

**WHEREAS**, the Division of Public Works recommends that a Change Order be implemented for the additional work required to complete the rehabilitation project; and

**WHEREAS**, the costs associated with such work shall not exceed \$29,500.00.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is authorized to execute a change order agreement with Peter Holmes Contracting, in such form as the County Attorney shall approve, in an amount not to exceed \$29,500.00.

**Moved by Mrs. LaBuda, seconded by Mr. Benson**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014.

**RESOLUTION NO. 353-14 INTRODUCED BY THE PUBLIC WORKS COMMITTEE TO AUTHORIZE THE AWARD OF ENGINEERING SERVICES FOR THE CONSTRUCTION INSPECTION SERVICES FOR THE REHABILITATION OF THE COUNTY OWNED HANGAR AT THE SULLIVAN COUNTY INTERNATIONAL AIRPORT (SCIA)**

**WHEREAS**, Resolution No. 366-09 authorized the County Manager to apply for and execute an Airport Improvement and Revitalization Program Grant with the New York State Department of Transportation; and

**WHEREAS**, a grant has been fully executed in the amount of \$210,000.00 inclusive of \$24,600.00 for the design and construction administrative services and \$185,000.00 for the construction and construction inspection costs; and

**WHEREAS**, the grant is issued at 90% participation rate from the New York State Transportation Bond Act Air 99 Grant funded by the Rebuild and Renew New York State Transportation Bond Act of 2005; and

**WHEREAS**, the County has completed a qualifications-based selection process for an Airport Consultant and has selected Passero Associates and recommends the award of the engineering services to the firm Passero Associates.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature authorizes the County Manager to sign the necessary agreements, contracts and documentation, in such form as the County Attorney shall approve, to retain the services of Passero Associates for a contract amount not to exceed \$11,800.00 for Construction Inspection Services; and

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution be filed with the NYSDOT by attaching it to any necessary agreements in connection with this project: and

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately.

**Moved by Mrs. LaBuda, seconded by Mr. Benson**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014.

**RESOLUTION NO. 354-14 INTRODUCED BY MANAGEMENT AND BUDGET COMMITTEE TO MODIFY THE 2014 COUNTY BUDGET**

**WHEREAS**, the County of Sullivan 2014 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 with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014.

**RESOLUTION NO. 355-14 INTRODUCED BY GOVERNMENT SERVICES COMMITTEE TO AUTHORIZE AWARD & EXECUTION OF AGREEMENT**

**WHEREAS**, a proposal was received for the assessment, preparation and printing of the tax rolls and tax bills for the County of Sullivan, and

**WHEREAS**, Nexxlinx, 5 Jeanne Drive, Newburgh, New York 12550, is the lowest, responsible proposer for this project, and

**WHEREAS**, the Sullivan County Real Property Tax Service recommends that a contract be executed.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be and hereby is authorized to execute a contract with Nexxlinx, at a contract price not to exceed the price list attached hereto as "Schedule A", for five (5) year term, and in accordance with the RFP, R-14-09, dated August 1, 2014, said contract to be in such form as the County Attorney shall approve.

**Moved by Mr. Benson, seconded by Mr. Rouis**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014

**RESOLUTION NO. 355-14 INTRODUCED BY GOVERNMENT SERVICES COMMITTEE TO AUTHORIZE AWARD & EXECUTION OF AGREEMENT**

**WHEREAS**, a proposal was received for the assessment, preparation and printing of the tax rolls and tax bills for the County of Sullivan, and

**WHEREAS**, Nexxlinx, 5 Jeanne Drive, Newburgh, New York 12550, is the lowest, responsible proposer for this project, and

**WHEREAS**, the Sullivan County Real Property Tax Service recommends that a contract be executed.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be and hereby is authorized to execute a contract with Nexxlinx, at a contract price not to exceed the price list attached hereto as "Schedule A", for five (5) year term, and in accordance with the RFP, R-14-09, dated August 1, 2014, said contract to be in such form as the County Attorney shall approve.

**Moved by Mr. Benson, seconded by Mr. Rouis**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014

**RESOLUTION NO. 356-14 INTRODUCED BY GOVERNMENT SERVICES COMMITTEE TO AUTHORIZE AWARD & EXECUTION OF CONTRACT**

**WHEREAS**, a proposal was received for Psychologist Services for Community Services, and

**WHEREAS**, the vendor, listed below, will provide said services from September 22, 2014 through September 21, 2015, with an option to extend on a yearly basis, for three (3) additional years, under the same terms and conditions, and

**WHEREAS**, the Sullivan County Department of Community Services has recommended said vendor.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be and hereby is authorized to execute contracts as follows:

<u>Vendor</u>	<u>Price/Hour</u>
Sarah Smith, Psy.D.	\$80.00
23 Coopers Corners Road	
Monticello, New York 12701	

and in accordance with RFP R-13-07A, contract to be in such form as the County Attorney shall approve.

**Moved by Mr. Benson, seconded by Mr. Rouis**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014

**RESOLUTION NO. 357-14 INTRODUCED BY GOVERNMENT SERVICES COMMITTEE TO MODIFY RESOLUTION NO. 209-13, CORNERSTONE ENGINEERING & LAND SURVEYING, PLLC**

**WHEREAS**, Cornerstone Engineering & Land Surveying, PLLC, 90 Crystal Run Road, Middletown, New York 10940, was awarded Professional Engineering Services for Preparation and Submittal of Air Quality Reports and Odor Related Issues at the Sullivan County Landfill for the Sullivan County Division of Public Works, effective June 1, 2013 through May 31, 2014, with an option to extend an additional four (4) years, on a yearly basis, under the same terms and conditions, and

**WHEREAS**, Resolution No. 209-13, adopted by the Sullivan County Legislature on May 16, 2013, shall be amended to reflect a change in the contract price to read: "a contract price not to exceed \$90,500.00/year".

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be and hereby is authorized to execute a Modification Agreement with Cornerstone Engineering & Land Surveying, PLLC, for a contract price not to exceed \$90,500.00/year, said contract modification to be in such form as the County Attorney shall approve.

**Moved by Mr. Benson, seconded by Mr. Rouis, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014**

**RESOLUTION NO. 358-14 INTRODUCED BY PLANNING, ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO CONVEY PROPERTY IN THE TOWN OF LIBERTY KNOWN AS LI23.-1-97, ACQUIRED BY THE COUNTY OF SULLIVAN BY VIRTUE OF THE IN REM TAX FORECLOSURE PROCEEDING FOR THE 2012 LIEN YEAR.**

**WHEREAS**, property located in the Town of Liberty designated on the Sullivan County Real Property Tax Map as LI23.-1-97, Class 210, being 1.00 +/- acres, located on State Route 55, is owned by the County of Sullivan (formerly owned by Jeremiah Hook) and was included in the foreclosure of 2012 liens, but was not sold at the June, 2014 Public Auction, and

**WHEREAS**, Guiseppe Mannino has offered to purchase said property for the sum of, ONE THOUSAND (\$1,000.00) DOLLARS, 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 Guiseppe Mannino for ONE THOUSAND (\$1,000.00) DOLLARS, and

**WHEREAS**, the purchaser will also be responsible for the recording fees plus 10% of sale price for auctioneer's commission, plus the 2014 County/Town taxes 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 Guiseppe Mannino, upon payment of \$1,000.00 to the County Treasurer, plus 10% of sale price for auctioneer's commission, plus fees for the County Clerk, plus the 2014 County/Town taxes and any other applicable charges, including but not limited to, omitted & pro rata taxes, water and sewer charges, if any.

**Moved by Mr. Benson, seconded by Mrs. Gieger, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014**

**RESOLUTION NO. 359-14 INTRODUCED BY PLANNING, ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO CONVEY PROPERTY IN THE TOWN OF MAMAKATING KNOWN AS MA75.-1-21.5, ACQUIRED BY THE COUNTY OF SULLIVAN BY VIRTUE OF THE IN REM TAX FORECLOSURE PROCEEDING FOR THE 2012 LIEN YEAR.**

**WHEREAS**, property located in the Town of Mamakating designated on the Sullivan County Real Property Tax Map as MA75.-1-21.5, Class 270, being 0.23 +/- acres, located on Van Dyke Rd, is owned by the County of Sullivan (formerly owned by Lawrence Van Dyke) and was included in the foreclosure of 2012 liens, but was not sold at the June, 2014 Public Auction, and

**WHEREAS**, John C Ellis has offered to purchase said property for the sum of, FOUR THOUSAND (\$4,000.00) DOLLARS, 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 John C. Ellis for FOUR THOUSAND (\$4,000.00) DOLLARS, and

**WHEREAS**, the purchaser will also be responsible for the recording fees 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 John C. Ellis, upon payment of \$4,000.00 to the County Treasurer, plus fees for the County Clerk and any other applicable charges, including but not limited to, omitted & pro rata taxes, water and sewer charges, if any.

**Moved by Mr. Benson, seconded by Mrs. Gieger**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014

**RESOLUTION NO. 360-14 TO ACCEPT & SHARE PROCEEDS OF SALE OF REAL PROPERTY (TH106.-1-4.1 & 3.4) WITH VILLAGE OF MONTICELLO IN FULL SATISFACTION OF ALL OUTSTANDING TAX LIENS, THROUGH & INCLUDING LIEN LEVIED JANUARY 1<sup>st</sup>, 2014.**

**WHEREAS**, the Village of Monticello has taken title to premises located at Sturgis Rd, known as TH106.-1-4.1 & TH106.-1-3.4 for non-payment of 2007 tax liens, and subsequent years up to and including 2014 County/Town taxes and 2014/2015 Village taxes, and

**WHEREAS**, the Village has a buyer to purchase the property for \$100,000.00, and

**WHEREAS**, both the Village and the County agree to divide the net proceeds of the sale pro-rata based upon the County's & Village's respective delinquent tax liens, and

**NOW, THEREFORE, BE IT RESOLVED**, that the County agrees to accept payment from the buyer Jefferson Commons Realty, LLC, upon the consummation of the sale for \$100,000.00, for the Counties outstanding tax liens, pro-rata with the Village of Monticello in full satisfaction of all County & Village taxes owed through January 1, 2014 & August 1, 2013, respectively, and

**BE IT FURTHER RESOLVED**, the County Treasurer & the Village Treasurer are hereby authorized to journal their respective tax records to show receipt of said pro-rata money as payment in full for all said delinquent tax liens & to discharge said liens accordingly.

Moved by Mr. Benson, seconded by Mr. Rouis, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014

**RESOLUTION NO. 361-14 INTRODUCED BY PLANNING, ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO AUTHORIZE THE SALE OF PROPERTY TO THE SECOND HIGHEST BIDDER(S) FROM THE JUNE 2014 REAL PROPERTY AUCTION.**

WHEREAS, Sullivan County held a real property auction on June 11<sup>th</sup>, 2014 & June 12<sup>th</sup>, 2014, and

WHEREAS, Sullivan County Resolution Number 249-14 was adopted on June 19<sup>th</sup>, 2014 accepting and rejecting bids from the June 2014 Real Property Auction, and

WHEREAS, pursuant to the June 2014 Real Property Auction Terms and Conditions, the first highest bidders were to remit any outstanding balance due to the Sullivan County Treasurer on or before 5:00 p.m. July 24<sup>th</sup>, 2014, and

WHEREAS, the first highest bidders did not complete the purchase on the following parcels and the second highest bidder(s) has/have agreed to purchase the property for the amount of bid price, plus a ten (10 %) percent auctioneer's commission and additional costs and charges, pursuant to the June 2014 Real Property Terms and Conditions:

<u>Tract #</u>	<u>Town/Section/Block/Lot Number</u>	<u>Second Bidder</u>	<u>Amount Offered</u>
170	LI18.-1-44	America Project Services Inc.	\$1,900.00
182	LI32.-2-11	Elliott M. Schneider	\$1,000.00
204	LI111.-1-8	America Project Services Inc.	\$1,000.00

WHEREAS, the purchaser(s) will be responsible for the levied 2014 Town and County tax bill, 2014-2015 School Taxes, 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 second highest bidder(s) for their bid amount, plus a 10 % auctioneer's commission and other costs & charges pursuant to the written Terms & Conditions of the June 2014 auction.

Moved by Mr. Benson, seconded by Mrs. Gieger, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014

**RESOLUTION No. 362-14 INTRODUCED BY PLANNING, ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO CONVEY PROPERTIES IN THE**



**TOWN OF THOMPSON KNOWN AS TH30.-5-4 & 30.-5-8, ACQUIRED BY THE COUNTY OF SULLIVAN BY VIRTUE OF THE IN REM TAX FORECLOSURE PROCEEDING FOR THE 2012 & 2009 LIEN YEARS.**

**WHEREAS**, properties located in the Town of Thompson designated on the Sullivan County Real Property Tax Map as TH30.-5-4, Class 484, being 1.58 +/- acres, located on Cold Spring Rd, is owned by the County of Sullivan (formerly owned by J.W.W.Properties Inc) & TH30.-5-8, Class 311, being 0.02 +/- acres, located on Wechsler St, is owned by the County of Sullivan (formerly owned by The Estate of Adolph Schroeder) and was included in the foreclosure of 2012 liens, but was not sold at the June, 2014 Public Auction, and

**WHEREAS**, Ramazan Makovic or a corporation he designates, has offered to purchase said properties for the sum of, TWENTY-ONE THOUSAND (\$21,000.00) DOLLARS, 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 Ramazan Makovic for TWENTY-ONE THOUSAND (\$21,000.00) DOLLARS, and

**WHEREAS**, the purchaser will also be responsible for the recording fees plus 10% of sale price for auctioneer's commission, plus the 2014 County/Town taxes 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 Ramazan Makovic or his designee, upon payment of \$21,000.00 to the County Treasurer, plus 10% of sale price for auctioneer's commission, plus fees for the County Clerk, plus the 2014 County/Town taxes and any other applicable charges, including but not limited to, omitted & pro rata taxes, water and sewer charges, if any.

**Moved by Mr. Benson, seconded by Mrs. Gieger**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014

**RESOLUTION NO. 363-14 INTRODUCED BY THE PLANNING ENVIRONMENTAL MANAGEMENT & REAL PROPERTY COMMITTEE AUTHORIZING AN ADVANCE FROM THE GENERAL FUND TO DEVELOP A COMPREHENSIVE COORDINATED TRANSPORTATION PLAN AND FEASIBILITY STUDY**

**WHEREAS**, pursuant to Resolution 224-13 adopted by the Sullivan County Legislature on January 16, 2014, the County applied for \$75,000 in funding from United States Department of Agriculture Rural Development (USDA) Rural Business Opportunity Grant (RBOG) program to develop a Coordinated Transportation Plan & Feasibility Study (Plan) for the County; and

**WHEREAS**, \$75,000 in USDA dollars has been secured to update the Plan; and

**WHEREAS**, pursuant to Resolution 136-14, adopted by the Sullivan County Legislature on March 20, 2014, the County authorized a contract with LSC Transportation Consultants to develop the Plan; and

**WHEREAS**, the Federal grant works as either a reimbursement or advance program and reimbursement is the recommended approach by the Department of Planning, therefore advancement of local funds is required.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the advancement of \$75,000 from the General Fund to pay costs incurred for the development of the Plan, including payments to LSC Transportation Consultants; and

**BE IT FURTHER RESOLVED**, the Department of Planning shall process the necessary paperwork to acquire the reimbursement from USDA.

**Moved by Mr. Benson, seconded by Mrs. Gieger**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014

**. Moved by Mr. Benson, seconded by Mrs. Gieger**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014

**RESOLUTION NO. 364-14 INTRODUCED BY THE PLANNING ENVIRONMENTAL MANAGEMENT & REAL PROPERTY COMMITTEE AUTHORIZING AN ADVANCE FROM THE GENERAL FUND TO UPDATE THE COUNTY'S AGRICULTURAL & FARMLAND PROTECTION PLAN**

**WHEREAS**, pursuant to Resolution 275-10 adopted by the Sullivan County Legislature on April 29, 2010, the County applied for \$50,000 in funding from New York State Department of Agriculture & Markets to update the County's Agricultural and Farmland Protection Plan (Plan); and

**WHEREAS**, \$50,000 was secured from New York State Agriculture & Markets to update the Plan (Grant); and

**WHEREAS**, pursuant to Resolution 92-13 adopted by the Sullivan County Legislature on March 21, 2013, the County authorized the issuance of a Request for Qualifications to provide professional and technical services related to the update of the 1999 Plan; and

**WHEREAS**, pursuant to Resolution 348-13 adopted by the Sullivan County Legislature on September 19, 2013, the County authorized a contract with Community Planning and Environmental Associates; and

**WHEREAS**, the Grant is a reimbursement program requiring the advancement of local funds.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the advancement of \$50,000 from the General Fund to pay costs incurred for the development of the Plan, including payments to Community Planning and Environmental Associates, and

**BE IT FURTHER RESOLVED**, the Department of Planning shall process the necessary paperwork to acquire the reimbursement from New York State Department of Agriculture & Market.

**Moved by Mr. Benson, seconded by Mrs. Gieger**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014

**RESOLUTION NO. 365-14 INTRODUCED BY PLANNING, ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO CORRECT THE 2012 TAX ROLL OF THE TOWN OF MAMAKATING FOR TAX MAP #5.-1-18.2**

**WHEREAS**, an application dated August 13, 2014 having been filed by Jon Reed with respect to property assessed to said applicant on the 2012 tax roll of the Town of Mamakating Tax Map #5.-1-18.2 pursuant to Section 556 of the Real Property Tax Law, to correct an error in essential fact on said tax roll resulting from an incorrect entry of acreage on the taxable portion of the tax roll; and

**WHEREAS**, the Acting Director of Real Property Tax Services has duly investigated the application and filed his report dated August 19, 2014 recommending this Board approve said application; and

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

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

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

**BE IT FURTHER RESOLVED**, that the 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** Mrs. Gieger, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014

**RESOLUTION NO. 366-14 INTRODUCED BY PLANNING, ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO CORRECT THE 2013 TAX ROLL OF THE TOWN OF MAMAKATING FOR TAX MAP #5.-1-18.2**

**WHEREAS**, an application dated August 13, 2014 having been filed by Jon Reed with respect to property assessed to said applicant on the 2013 tax roll of the Town of Mamakating Tax Map #5.-1-18.2 pursuant to Section 556 of the Real Property Tax Law, to correct an error in essential fact on said tax roll resulting from an incorrect entry of acreage on the taxable portion of the tax roll; and

**WHEREAS**, the Acting Director of Real Property Tax Services has duly investigated the application and filed his report dated August 19, 2014 recommending this Board approve said application; and

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

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

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

**BE IT FURTHER RESOLVED**, that the 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** Mrs. Gieger, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014

**RESOLUTION NO. 367-14 INTRODUCED BY PLANNING, ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO CORRECT THE 2014 TAX ROLL OF THE TOWN OF MAMAKATING FOR TAX MAP #5.-1-18.2**

**WHEREAS**, an application dated August 13, 2014 having been filed by Jon Reed with respect to property assessed to said applicant on the 2014 tax roll of the Town of Mamakating Tax Map #5.-1-18.2 pursuant to Section 556 of the Real Property Tax Law, to correct an error in essential fact on said tax roll resulting from an incorrect entry of acreage on the taxable portion of the tax roll; and

**WHEREAS**, the Acting Director of Real Property Tax Services has duly investigated the application and filed his report dated August 19, 2014 recommending this Board approve said application; and

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

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

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

**BE IT FURTHER RESOLVED**, that the 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 Mrs. Gieger, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014**

**RESOLUTION NO. 368-14 INTRODUCED BY EXECUTIVE COMMITTEE TO MAKE LEGISLATIVE EMPLOYEE REGULAR FULL TIME AND TO WAIVE RESIDENCY REQUIREMENTS**

**WHEREAS**, Resolution No. 205-14 created a temporary full time Legislative Employee position in the Sullivan County Legislature, and

**WHEREAS**, since Local Law 2 of 2014 was approved on August 21, 2014 regarding Electrical Licensing the Legislative Employee will be overseeing all administrative duties of the Sullivan County Electrical Licensing Law and to continue with the functionality of the Legislative Office, and

**WHEREAS**, it is the desire of the Clerk to the Legislature to make the Legislative Employee position regular full time effective September 18, 2014 and to waive the residency requirement from residency requirement policy.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby changes the Legislative Employee position from “Temporary” to “Full Time” and also waives the Regular Legislative Employee position from the residency requirement policy effective September 18, 2014.

**Moved by Mrs. LaBuda, seconded by Mr. Benson, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014**

**RESOLUTION NO. 369-14 INTRODUCED BY EXECUTIVE COMMITTEE TO CONFIRM THE APPOINTMENT OF A MEMBER OF THE SULLIVAN COUNTY BOARD OF ETHICS**

**WHEREAS**, pursuant to the provisions of Section 102 of Local Law Number 3 of 2013, the County Manager has appointed members to the Sullivan County Board of Ethics with various terms, and

**WHEREAS**, there will be a vacancy on the board for the member whom shall be a County Official or employee, and

**WHEREAS**, the County Manager recommends the appointment of the following employee to serve a three (3) year term:

<b>Member</b>	<b>Term</b>
Lorne Green	September 25, 2014 – September 25, 2017

**WHEREAS**, the appointments to the Sullivan County Board of Ethics, by the County Manager, require confirmation by the County Legislature.

**NOW, THEREFORE, BE IT RESOLVED**, that the appointment listed above are hereby confirmed as set forth in Section 102 of Local Law Number 3 of 2013, to be effective on September 25, 2014.

**Moved by Mrs. LaBuda, seconded by Mr. Benson, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014**

**RESOLUTION NO. 370-14 INTRODUCED BY THE EXECUTIVE COMMITTEE TO APPOINT A MEMBER OF THE SULLIVAN COUNTY AGRICULTURAL AND FARMLAND PROTECTION BOARD**

**WHEREAS**, Article 25AA of the Agriculture and Markets Law requires that one seat on the Sullivan County Agricultural and Farmland Protection Board (Board) be held by a County Cooperative Extension agent; and

**WHEREAS**, pursuant to Resolution No. 260-12, Elizabeth Higgins of Cornell Cooperative Extension Sullivan County was appointed to the Board;

**WHEREAS**, Elizabeth Higgins no longer serves as a county cooperative extension agent with Cornell Cooperative Extension Sullivan County; and

**WHEREAS**, Michelle Lipari currently serves as a county cooperative extension agent with Cornell Cooperative Extension Sullivan County; and

**WHEREAS**, the Board recommends that Michelle Lipari be appointed to the Board to replace Elizabeth Higgins as a required member of the Board.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby appoints Michelle Lipari to the Board, for a term commencing immediately and ending at the end of her term as County Cooperative Extension Agent.

**Moved by Mrs. LaBuda, seconded by Mr. Benson**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014

**RESOLUTION NO. 372-14 INTRODUCED BY EXECUTIVE COMMITTEE TO URGE NEW YORK STATE DEPARTMENT OF CIVIL SERVICE TO "GRANDFATHER" EXISTING SOLID WASTE OPERATORS (SWO) SO THEY ARE NOT SUBJECTED TO TESTING TO KEEP THEIR POSITION WITH SULLIVAN COUNTY**

**WHEREAS**, Sullivan County created the position of Solid Waste Operator (SWO) in January of 2010; and

**WHEREAS**, New York State Department of Civil Service has reviewed the description of SWO and has issued a determination that such position is subject to the open competitive class which has a testing requirement; and

**WHEREAS**, New York State Department of Civil Service has denied requests made by the Personnel Department to "Grandfather" the existing employees in the SWO position so they are not subject to testing; and

**WHEREAS**, Kathy LaBuda Chairperson of the Public Works Committee and the County Legislature desire that the existing employees do not have to be tested in order to keep their jobs.

**NOW, THEREFORE, BE IT RESOLVED**, the Legislature hereby urges the New York State Department of Civil Service reconsider the determination that the existing SWO's be tested and allow them to be "Grandfathered"; and

**BE IT FURTHER RESOLVED,** a copy of this resolution be submitted to appropriate personnel in the New York State Department of Civil Service office.

**Moved by Mrs. LaBuda, seconded by Mr. Benson,** put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014.

**RESOLUTION NO. 373-14 INTRODUCED BY EXECUTIVE COMMITTEE.**

**TO ENTER INTO A CONTRACT WITH INDEPENDENT LIVING, INC. (ILC) TO PROVIDE EXPANDED COMMUNITY SUPPORT (PEER) SERVICES PROGRAM.**

**WHEREAS,** the County of Sullivan, through the Department of Community Services (DCS) to contract with Independent Living, Inc. (ILC); and

**WHEREAS,** such a contract will provide expanded community support services to adults and children/youth through Peer Support and Diversion to divert hospitalizations and maintain the wellness of people with behavioral health needs for the year 2014 and 2015; and

**WHEREAS,** this contract is subject to availability of funding and adjustment to State aid increases or decreases.

**NOW, THEREFORE, BE IT RESOLVED,** the Sullivan County Legislature authorizes the County Manager to extend the following contract for a term from July 1, 2014 to December 31, 2015 not to exceed the maximum amount of State aid and County funding through OMRDD, OMH including New Initiative monies, Reinvestment Monies and/or Cost of Living Adjustments:

Independent Living, Inc. for Peer Outreach and Engagement of Individuals, Diverting Hospitalizations, Linking Individuals & Maintain these Linkages with Resources in the Community, & Provide Flexible Support to Individuals	\$225,000
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**BE IT FURTHER RESOLVED,** the contract can be extended for up to three additional one year terms said extensions to be subject to annual appropriations by the Legislature; and

**BE IT FURTHER RESOLVED,** the form of said contract be approved by the Sullivan County Attorney's Office.

**Moved by Mrs. LaBuda, seconded by Mr. Benson,** put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014

**RESOLUTION NO. 374-14 INTRODUCED BY THE EXECUTIVE COMMITTEE  
AUTHORIZING THE SULLIVAN COUNTY VISITORS ASSOCIATION, INC. TO APPLY FOR  
I LOVE NEW YORK MATCHING FUNDS.**

**WHEREAS,** The I Love New York State Matching Funds Grant Program provides assistance to counties for advertising and promoting tourism; and

**WHEREAS,** The County of Sullivan has benefited from participating in the Matching Funds Program for more than 30 years; and

**WHEREAS,** participation in the Matching Funds Program is a vital component to the continuing growth of tourism in Sullivan County; and

**WHEREAS,** the Sullivan County Visitors Association, Inc. has been charged with promoting tourism in Sullivan County; and

**WHEREAS,** the Sullivan County Visitors Association, Inc. has the expertise and staff to apply for and administer the I Love New York Matching Funds Program.

**NOW, THEREFORE, BE IT RESOLVED,** that the Sullivan County Legislature hereby designates the Sullivan County Visitors Association, Inc. as the official tourism promotion agency of Sullivan County to apply for and receive matching funds for the fiscal year 2015.

**BE IT FURTHER RESOLVED,** that the County of Sullivan pledges to match up to 5% of the total New York State Matching Funds Budget, subject to County Legislature appropriation, which is the maximum application amount allocated per county for 2015 Program Year.

**Moved by Mrs. LaBuda, seconded by Mr. Benson,** put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014

**RESOLUTION NO. 375-14 INTRODUCED BY EXECUTIVE COMMITTEE**

**RESOLUTION TO AUTHORIZE COUNTY MANAGER TO ENTER INTO AGREEMENT  
WITH CLAIRE L. SCHNEIDER, MS,RD,CDN FOR THE PROVISION OF REGISTERED  
DIETITIAN SERVICES FROM OCTOBER 1, 2014 THROUGH DECEMBER 31, 2016.**

**WHEREAS,** the Sullivan County Office for the Aging has a need, as mandated by the New York State Office for the Aging (NYSOFA) for the nutrition related services of a Registered Dietitian for the nutrition program; and

**WHEREAS,** The Department of Purchasing & Central Services has repeatedly released an RFP for a Registered Dietitian who is capable of providing such services, with no response, which has resulted in the Sullivan County Office for the Aging being out of compliance for over 2 years; and

**WHEREAS,** Claire L. Schneider, MS, RD, CDN, can provide Registered Dietitian Services.



**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature does hereby authorize the County Manager to execute a contract with Claire L. Schneider, MS, RD, CDN for provision of mandated registered dietitian services as required by the New York State Office for the Aging, not to exceed \$4,625.01 for the period of 10/01/2014-12/31/2014 of which \$1,803.00 is received from CSI NYS State funds and \$2,822.01 from County funds, and not to exceed \$18,500.00 for the period of 01/01/2015-12/31/2015 of which \$1,803.00 is received from CSI NYS State funds and \$16,697.00 from County funds, and not to exceed \$18,500.00 for the period of 01/01/2016-12/31/2016 of which \$1,803.00 is received from CSI NYS State funds and \$16,697.00 from County funds, and

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

**Moved by Mrs. LaBuda, seconded by Mr. Benson**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014

**RESOLUTION NO. 376-14 INTRODUCED BY EXECUTIVE COMMITTEE**

**RESOLUTION TO AUTHORIZE AWARD & EXECUTION OF AGREEMENT**

**WHEREAS**, bids were received for Re-Roofing Projects at the Sullivan County Adult Care Center and Shared Clinic Facility, and

**WHEREAS**, International Contractors Corporation, 20 Hornbeck Road, Neversink, New York 12765, is the lowest, responsible bidder for this project, and

**WHEREAS**, the Sullivan County Division of Public Works, recommends that a contract be executed.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be and hereby is authorized to execute a contract with International Contractors Corporation, at a contract price as follows:

Part A – Adult Care Center - Twenty (20) Year Warranty, new roof, 60 Mil EPDM, new recovery board and existing insulation = \$503,000.00, with additional cost, if needed, of \$4.25/sq. ft., for rigid insulation replacement and \$1.75/sq. ft., for Type X gypsum board replacement, and

Part B – Shared Clinic Facility, EPDM roof = \$15,000.00, with additional cost of \$4.00/sq. ft., for removal of existing insulation and installation of new insulation at “soft spots”

In accordance with the Bid No. B-14-64, said contract to be in such form as the County Attorney shall approve.

**Moved by Mrs. LaBuda, seconded by Mr. Benson**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014

**RESOLUTION NO 377-14 INTRODUCED BY EXECUTIVE COMMITTEE TO AMEND  
RESOLUTION 260-14 AUTHORIZING REDUNDANT CONNECTIVITY BETWEEN THE E911  
CENTER AND THE NEW YORK STATE POLICE BARRACKS, LIBERTY, NY TO SUPPORT  
THE NEW E911 PHONE SYSTEM.**

**WHEREAS**, Resolution 260-14 authorized the County Manager to amend the facilities agreement dated May 28, 2014 by executing a Time Warner Service Order Agreement for ONE additional fiber communication line at a cost of \$600.00/month, and

**WHEREAS**, the new E-911 phone system requires TWO dedicated fiber connections to support multiple site failover redundancy for the new phone system between the E911 Center, White Lake, NY and the New York State Police Barracks in Liberty, NY, and

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is hereby authorized to amend the existing facilities agreement and execute the Time Warner Service Order Agreement for the period of July 1, 2014 – June 30, 2019, for TWO new fiber lines with no installation fee and an effective monthly service fee of \$600 EACH (*plus all subservient account taxes and fees (Federal, State, Local and Regulatory)*) to be paid monthly during each fiscal year of the agreement or optionally pre-paid pending funding availability during the facilities agreement term.

**BE IT FURTHER RESOLVED THAT**, said agreement to be in such form as the County Attorney shall approve.

**Moved by Mrs. LaBuda, seconded by Mr. Benson**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014

**RESOLUTION NO. 378-14 INTRODUCED BY EXECUTIVE COMMITTEE**

**RESOLUTION TO AUTHORIZE INTER-MUNICIPAL AGREEMENT(S) WITH THE TOWN  
OF HIGHLAND AND TOWN OF ROCKLAND**

**WHEREAS**, the Town of Highland and the Town of Rockland (“Towns”) have or shall approach the County to piggyback on our Bid Contract, B-14-17, Resurfacing of Various County Roads, for striping of additional roadways within the Towns’ limits that are contiguous to our County Roads, and

**WHEREAS**, unfortunately the bid specifications did not include the provision for political subdivisions to utilize this bid, and

**WHEREAS**, in order to permit the additional striping, on behalf of the Towns, a change order amendment is required to the County’s Agreement, dated May 22, 2014, with Sullivan County Paving and Construction, Incorporated, Cohecton, New York, entered into pursuant to Resolution No. 194-14, adopted by the Sullivan County Legislature on May 15, 2014, and

**WHEREAS**, the Towns have or shall offer to reimburse the County for the full cost of the additional striping, and

**WHEREAS**, in order to permit this to occur, the County must enter into Inter-Municipal Agreement(s) (“IMA(s)”), with the Towns.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Legislature hereby authorizes the County Manager to execute IMA(s), with the Town of Highland and the Town of Rockland, said IMA(s) shall be in such form as the County Attorney shall approve.

**Moved by Mrs. LaBuda, seconded by Mr. Benson**, put to a vote with Ms. Vetter, Mrs. Edwards and Mr. Sorensen absent, unanimously carried and declared duly adopted on motion September 18, 2014.

## Corrective Action Plan

**Audit Report Title:** Sullivan County, Tourism Promotion Services, Report of Examination for the period January 1, 2012 – August 21, 2013

**Audit Report Number:** 2014M-61

### Recommendation:

- 1.) The Legislature should strengthen oversight over the enforcement and reporting of occupancy tax and related exemptions. Such oversight could include:
  - Clarifying the information requested on the occupancy tax forms,
  - Requiring establishments to submit support for exemptions with the occupancy tax forms,
  - Conducting trend analysis using occupancy tax forms or other sources such as sales tax amounts and
  - Conducting on-site audits.
- 2.) The Legislature should include clear goals, guidelines and benchmarks in the tourism promotional contract with the Corporation to enable the County to monitor the success of the contract.

### Implementation Plan of Action:

- 1.) Staff intends to address the uniformity of the occupancy tax forms to ensure all vendors are reporting the same information. Modification of the forms should enable to the County to be better able to perform trend analyses and ensure the validity of vendors claiming exemptions. The County has \$20,000 appropriated in the 2014 budget for the purposes of conducting on-site audits. The intention is to engage a vendor to perform the audits during 2015.
- 2.) The Corporation has an already executed contract with the County for 2014. The Legislature along with staff will determine appropriate goals and guidelines to incorporate into the 2015 contract. Such measures could include items such as marketing County owned tourism assets, measuring the reach of the Corporations marketing campaign, and defining the County goals in a marketing campaign.

**Implementation Date:** 2014 & 2015

**Person Responsible for Implementation:** (1) Sullivan County Treasurer and (2) Sullivan County Manager

### Recognition of Legislators

None

There being no further business, Mrs. LaBuda moved to adjourn, seconded by Mr. Rouis. The meeting was declared closed at 4:39PM, subject to the call of the Chairman.

AnnMarie Martin, Clerk to the Legislature

September 18, 2014  
 Modifications to the 2014 Sullivan County Budget

Account Code	Account Description	Revenue Increase	Revenue Decrease	Appropriation Increase	Appropriation Decrease
A-1165-47-4708	DEPT INSURANCE			488	
A-1165-R1289-R247	GEN GOV DEPT INCOME MISC FEE/REIMBURSMINT	488			
A-4082-41-4103	AUTO/TRAVEL MEALS			170	
A-4082-41-4105	AUTO/TRAVEL REGISTRATION FEES			365	
A-4082-47-4703	DEPT DUES			25	
A-4082-R3450-R167	ST AID OTHR PUBLIC HEALTH DEPARTMENTAL AID	560			
A-7610-87-42-4201	OFFICE ADVERTISING			265	
A-7610-87-R4772-R167	FED AID AGING PROGRM DEPARTMENTAL AID	265			
	<b>General Fund Total</b>	<b>1,313</b>	<b>0</b>	<b>1,313</b>	<b>0</b>

Schedule "A"



**Sullivan County Five Year Price List  
1/1/2015 to 12/31/2019**

Real Property System (RPS) annual per parcel charge.....	\$ .66
Data Entry RPS per record.....	\$ .14
Mandatory data entry verification RPS per record.....	\$ .14

File integrity is the responsibility of the town. Any additional work related to file integrity will be billed at our current rates.

Current rates are

Processing...per hour CPU time.....	\$210.00
Clerical time.....	\$25.00
Consultation services...per hour.....	\$80.00

LETTER OF AGREEMENT  
BETWEEN  
WESTCHESTER COUNTY MEDICAL CENTER  
AND  
NEW YORK STATE ASSOCIATION OF COUNTY HEALTH OFFICIALS  
AND  
THE LOCAL HEALTH DEPARTMENTS OF DUTCHESS, ORANGE, PUTNAM,  
ROCKLAND, SULLIVAN, ULSTER, AND WESTCHESTER COUNTIES

This LETTER AGREEMENT sets forth the understanding between the Westchester County Medical Center (WCMC), the New York State Association of County Health Officials (NYSACHO) and the seven local health departments serving the Hudson Valley region (Dutchess, Orange, Putnam, Rockland, Sullivan, Ulster and Westchester, collectively, the Counties).

WHEREAS, Westchester County Medical Center (WCMC) received funding from New York State Department of Health through the Delivery System Reform Incentive Payments (DSRIP) Planning Grants;

WHEREAS, WCMC wishes to engage the seven local health departments serving the Hudson Valley in the DSRIP needs assessment activities;

WHEREAS, the seven local health departments have agreed to participate in the DSRIP planning process and to provide technical assistance as described in the attached SCOPE OF SERVICES;

WHEREAS, NYSACHO has agreed to serve as the fiscal agent for the local health departments of the seven Counties,

In performing these services, the Counties will be acting as independent contractors. No party will be liable to any other party or any third party for any special, exemplary, punitive, indirect, multiple, incidental, or consequential damages arising out of or in connection with this Agreement whether based in contract, tort (including without limitation, negligence) or any other legal or equitable grounds. This indemnification section shall survive the expiration or termination of this agreement.

As full and complete consideration for the services so rendered, WCMC shall pay a total sum not to exceed EIGHTHY THOUSAND DOLLARS (\$80,000) to be distributed as follows: Dutchess \$10,000; Putnam \$10,000; Ulster \$10,000; Orange \$10,000; Rockland \$10,000; Sullivan \$10,000; Westchester \$15,000; and NYSACHO \$5,000.

Said payment will be made upon receipt of an invoice from each of the seven counties attesting to the completion of the work. NYSACHO shall compile the invoices and submit one bill, including the bill for its services, to WCMC. Upon receipt of payment from WCMC, NYSACHO shall disburse the funds to each of the seven local health departments as established above.

This Agreement shall be effective upon signature of all parties and shall terminate on December 31, 2014.

Acceptance of the terms of this Agreement may be made by signing and returning all copies of this Agreement to the WCMC at the address indicated herein.

Sincerely Yours,

\_\_\_\_\_

Title: \_\_\_\_\_

Westchester County Medical Center

(address \_\_\_\_\_)

DATE \_\_\_\_\_



The Undersigned acknowledges and agrees to the terms and conditions contained in this Agreement and shall perform the services in accordance with the same and the Scope of Services attached hereto at the rate set forth.

ACCEPTED:

COUNTY OF DUTCHESS

By \_\_\_\_\_

DATE \_\_\_\_\_

The Undersigned acknowledges and agrees to the terms and conditions contained in this Agreement and shall perform the services in accordance with the same and the Scope of Services attached hereto at the rate set forth.

COUNTY OF PUTNAM

By \_\_\_\_\_

DATE \_\_\_\_\_

The Undersigned acknowledges and agrees to the terms and conditions contained in this Agreement and shall perform the services in accordance with the same and the Scope of Services attached hereto at the rate set forth.

COUNTY OF ULSTER

By \_\_\_\_\_

DATE \_\_\_\_\_

The Undersigned acknowledges and agrees to the terms and conditions contained in this Agreement and shall perform the services in accordance with the same and the Scope of Services attached hereto at the rate set forth.

COUNTY OF ORANGE

By \_\_\_\_\_

DATE \_\_\_\_\_

The Undersigned acknowledges and agrees to the terms and conditions contained in this Agreement and shall perform the services in accordance with the same and the Scope of Services attached hereto at the rate set forth.

COUNTY OF ROCKLAND

By \_\_\_\_\_

DATE \_\_\_\_\_

The Undersigned acknowledges and agrees to the terms and conditions contained in this Agreement and shall perform the services in accordance with the same and the Scope of Services attached hereto at the rate set forth.

COUNTY OF SULLIVAN

By \_\_\_\_\_

DATE \_\_\_\_\_

The Undersigned acknowledges and agrees to the terms and conditions contained in this Agreement and shall perform the services in accordance with the same and the Scope of Services attached hereto at the rate set forth.

COUNTY OF WESTCHESTER

By \_\_\_\_\_

DATE \_\_\_\_\_

The Undersigned acknowledges and agrees to the terms and conditions contained in this Agreement and shall perform the services in accordance with the same and the Scope of Services attached hereto at the rate set forth.

FOR NYSACHO

By \_\_\_\_\_

DATE \_\_\_\_\_



## SCOPE OF SERVICE

The seven health departments serving the Hudson Valley region (Dutchess, Orange, Putnam, Rockland, Sullivan, Ulster and Westchester) have a long and well established history of working together on community health assessments and health planning initiatives aimed at promoting healthy communities by identifying unmet service needs/barriers and examining the health care delivery system.

Each health department will provide:

- 1) Technical assistance to cover input in survey implementation;
- 2) Posting on our website a link to the survey;
- 3) Suggesting ways to disseminate the survey to reach the target audience. As gaps in distribution coverage are recognized, identify targets and ways to reach target population(s);
- 4) Identification of key community partners/entities as pertains to community health improvement;
- 5) Reviewing the resource inventory to provide additional information relative to contacts, addresses;
- 6) General guidance and recommendations regarding the convening of focus groups; and
- 7) Participation in various conference calls and meetings.

The scope does not include administration or data entry for community surveys.

At the conclusion of the needs assessment activities and before \_\_\_\_\_, 2014, each local health department will submit an invoice to NYSACHO, certifying the completion of their technical support as described above.