

Sunset Lake Local Development Corporation
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845-807-0147

Lowell Feldman, Chairman
William Chellis, Vice Chairman
Michelle Huck, Secretary/Treasurer

Nadia Rajs, Member
Albee Bockman, Member

Sunset Lake Local Development Corporation Organizational Meeting
September 10, 2020 at 4:30 PM

Present: William Chellis, Michelle Huck, Lowell Feldman, Albee Bockman, Nadia Rajs, Joshua Potosek

Absent: None

The Sunset Lake Local Development Corporation Organizational Meeting was called to order by Chairman Feldman at 4:32 pm.

Approval of Minutes:

Nadia Rajs made a motion to approve the September 3, 2020 minutes, seconded by Michelle Huck, put to a vote and carried 6-0.

Resolution(s):

1. For the provision of Technical and Administrative Services. **Motion made by Michelle Huck, seconded by Nadia Rajs, put to a vote and carried 6-0.**

County Attorney McGuire stated that the LDC will incur costs moving forward, legal costs, accounting costs and mailing costs with producing an RFP, etc. The LDC has no funds or means for which the LDC can be funded. The resolution that the County Legislature passed on August 13th provided for up to \$100,000 of funding to the LDC which would be advanced by the County and then repaid to the County out of any subsequent revenues generated by the LDC.

Ms. Rajs inquired where we are getting this money from; the County.

Chairman Feldman stated that was what County Attorney McGuire just stated.

Ms. Rajs inquired how we are repaying this.

Chairman Feldman stated that County Attorney McGuire mentioned that it would be repaid by the proceeds from the management contract that would be issued by the LDC or a sale with those receipts from those funds.

Ms. Rajs stated so we are still discussing a sale.

Chairman Feldman stated that sale was in the resolution passed by the Legislature.

Ms. Rajs inquired if there is a cap on what we spend or is the sky the limit.

County Attorney McGuire stated that the Legislature passed a resolution that allocated up to \$100,000, if the LDC were to exceed that, the Legislature would have to make another appropriation.

Discussion:

Directors and Officers Insurance-

County Attorney McGuire explained to the Board at this time the purpose and importance of having Director & Officers Insurance.

The Board directed the Secretary to get quotes for Directors and Officers Insurance to bring back to the board at a future meeting.

Official Depository-

County Attorney McGuire explained the purpose of the Board having an official bank for the LDC to do business with.

The Board directed the Treasurer to come back to the Board with a recommendation of the Official Depository at a future meeting.

Request for Proposals-

Chairman Feldman stated that he had sent the Board some samples of RFP's from other entities for review. It is up to this Board as to what we want in the RFP.

Ms. Rajsz stated that she is going to go back to the CHHA, it is a public agency that serves our residents. She stated that Nancy McGraw is not here, we have Chairman Feldman on the Board because of his expertise in care centers. We do not have anyone with expertise on this Board from Public Health. We either remove CHHA from the LDC or we bring Nancy McGraw on for her expertise.

Chairman Feldman stated that his interpretation of the LDC and it's mission for the CHHA is a management contract.

County Attorney McGuire stated that pursuant to the Bylaws of this Board, the size to the Board can be changed but you do not have to have a person on the Board to make use of them for their expertise. You can invite someone to sit down and provide to this body information that would be helpful in crafting an RFP or participating in the process of the interviews. As counsel, he would advise against adding someone to the Board every time you need expertise just bring them in as an expert consultant.

Ms. Rajsz state that is what she is suggesting.

Chairman Feldman stated that he requested that Nancy McGraw forward this Board a copy of the documents on the CHHA that were disbursed to the Legislature and discussed at the H&F Services Committee.

Ms. Rajsz stated that she thinks that Mrs. McGraw would be invaluable to this board in drafting the RFP.

County Attorney McGuire stated that his suggestion to this Board would be to take the sample RFPs that Chairman Feldman was gracious enough to share with us and the Board should review those. It is very important in the RFP process to include all of the critical criteria that the Board will be looking for. He suggests that the Board filter to Ms. Huck any information that they think will be helpful with the RFP then this body can distill that information down to a workable document.

Vice Chairman Chellis stated that this Board will have a very large technical RFP but at the very heart of what we are doing is applying the document that the board enacted as our Mission Statement. That will be the heart that drives the RFP. To follow-up with what Ms. Rajsz had to say earlier, whether the CHHA is involved or not, this body is not the Legislature, so the Legislature has directed what they are going to direct and will have to do the heavy lifting in making those determination. The question for this board is how flexible is the board going to be when we put out the RFP. Is the board only going to accept an RFP from someone who is going to take on both or will there be flexibility to look at someone who will only take on one or the other. There may be multiple players to deal with. The question is will we allow for diversity.

Chairman Feldman stated that he is sure that will come up during the process. Some have experience with CHHAs others do not. That is a very good point Vice Chairman Chellis made. He would like to Board to come up with what they would like to have in the RFP and then review those and discuss them at the next meeting. There has been a communications system set up for the board and he thanked ITS for their assistance in that.

Set an Agenda/Date for next Meeting:

The Board set the next meeting for Thursday, September 24, 2020 at 4:00pm.

Ms. Huck stated that the County did set up a Sunset Lake LDC webpage on the County's website with a phone number and an email address. The phone will be checked for voicemails and the email address goes directly to all of the LDC Board members.

Any other business:

There being no other business.

Public Comment:

Lou Setren made a public comment.

Ken Walter made a public comment.

Adjournment:

Michelle Huck made a motion to adjourn, seconded by Albee Bockman, meeting adjourned at 5:05pm.

Michelle Huck, Secretary