

THE SULLIVAN COUNTY INFRASTRUCTURE LOCAL DEVELOPMENT CORPORATION

548 Broadway
Monticello, New York 12701
(845) 428-7575 - Voice
(845) 428-7577 - Fax
www.sullivanldc.com
TTY 711

SPECIAL MEETING NOTICE

TO: Howard Siegel, Chairman and Treasurer/ Chief Financial Officer
Kathleen Lara, Vice Chairperson
Philip Vallone, Assistant Secretary
Scott Smith, Assistant Treasurer
Paul Guenther, Member
Sean Brooks, Member
Ira Steingart, Member and Chief Executive Officer
Joseph Perrello, Member
Chairman and Members of the Sullivan County Legislature
Josh Potossek, Sullivan County Manager
Walter Garigliano, Esq., TSCILDC Counsel

FROM: Jennifer Flad, Executive Director

DATE: May 8, 2025

PLEASE TAKE NOTICE that there will be a Special Meeting of The Sullivan County Infrastructure Local Development Corporation scheduled as follows:

DATE: Monday, May 12, 2025

TIME: 11:20 AM (following the meetings of the County of Sullivan Industrial Development Agency and Sullivan County Funding Corporation)

LOCATION: Legislative Committee Room, Sullivan County Government Center, 100 North Street, Monticello, New York 12701

This meeting will also be livestreamed on The Sullivan County Infrastructure Local Development Corporation's [YouTube Channel](#).

Meeting documents will be posted on The Sullivan County Infrastructure Local Development Corporation's website [here](#).

SEE REVERSE FOR AGENDA

THE SULLIVAN COUNTY INFRASTRUCTURE LOCAL DEVELOPMENT CORPORATION

548 Broadway
Monticello, New York 12701
(845) 428-7575 - Voice
(845) 428-7577 - Fax
www.sullivanldc.com
TTY 711

**SPECIAL MEETING AGENDA
MAY 12, 2025**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. APPROVAL OF MEETING MINUTES**
March 31, 2025
- IV. BILLS AND COMMUNICATIONS**
- V. QUARTERLY FINANCIAL REPORT**
- VI. NEW BUSINESS**
Resolution: Adopting a Public Meeting Videoconference Policy
Any and All Other Business Before the Board
- VII. PUBLIC COMMENT AND ADJOURN**

##

The Sullivan County Infrastructure Local Development Corporation
548 Broadway
Monticello, New York 12701
Tel: (845) 428-7575
Fax: (845) 428-7577
TTY 711

SPECIAL MEETING MINUTES
Monday, March 31, 2025

I. CALL TO ORDER

Vice Chairperson Lara called to order the Special Meeting of The Sullivan County Infrastructure Local Development Corporation at approximately 3:51 PM in the Legislative Committee Room at the Sullivan County Government Center, 100 North Street, Monticello, New York 12701.

II. ROLL CALL

Members Present-

Kathleen Lara
Philip Vallone
Scott Smith
Sean Brooks
Ira Steingart

Members Absent-

Howard Siegel
Paul Guenther
Joseph Perrello

Staff Present-

Jennifer M. Flad, Executive Director
Ira Steingart, Chief Executive Officer
Julio Garaicoechea, Project Manager
Bethanii Padu, Economic Development Coordinator

Staff Absent-

None

Others Present-

Walter F. Garigliano, Agency Counsel

III. APPROVAL OF MEETING MINUTES

On a motion made by Mr. Brooks, and seconded by Mr. Smith, the Board voted and unanimously approved the February 10, 2025 special meeting minutes.

IV. BILLS AND COMMUNICATION

On a motion made by Mr. Brooks and seconded by Mr. Steingart, the Board voted and unanimously approved the revised schedule of payments showing three payments in the amount of \$9,975.00.

V. NEW BUSINESS

On a motion made by Mr. Brooks and seconded by Mr. Steingart, the Board voted and unanimously accepted the financial information contained in the **Public Authorities Reporting Information System (PARIS)** annual report, and unanimously accepted the PARIS certified financial audit report, PARIS procurement report, and PARIS investment report.

Vice Chairperson Lara referred to the **2024 Board Evaluation forms**, the results which have been compiled and presented to the Board. There were no questions.

VI. PUBLIC COMMENT AND ADJOURN

Vice Chairperson Lara asked those present for comment. There was none. On a motion made by Mr. Smith and seconded by Mr. Steingart, the Board adjourned the meeting at approximately 3:52 pm

Respectfully submitted:
Bethanii Padu, Economic Development Coordinator
##

DRAFT

The Sullivan County Infrastructure Local Development Corporation
548 Broadway, Monticello, NY 12701
845-428-7575

Schedule of Payments: May 12, 2025		
Vendor	Description	Amount
Municap, Inc	Adelaar Infrastructure Bonds - Administrative Services March 2025	\$ 543.75
TOTAL		\$ 543.75

I certify that the payments listed above were audited by the Board of the TSCILDC on May 12, 2025, and allowed in the amounts shown. You are hereby authorized and directed to pay each of the claimants the amount opposite its name.

5/12/2025

Date

Signature

Expenses Approved and Paid Since Last Board Meeting 3/31/25		
Vendor	Description	Amount
TOTAL		\$ -

Other Expenses and Items Paid Since Last Board Meeting (3/31/25)—no approval required		
none		

The Sullivan County Infrastructure Local Development Corporation Balance Sheet Quarterly Comparison

	12/31/2024	3/13/2025
ASSETS		
Current Assets		
Cash & Cash Equivalents	\$ 15,515.00	\$ 76,418.00
Cash & Cash Equivalents- Restricted	\$ 362,817.00	\$ 287,298.00
Interest Receivable	\$ 12,700.00	\$ 12,700.00
Total Current Assets	\$ 391,032.00	\$ 376,416.00
Non Current Assets		
Investments- Restricted	\$ 3,734,514.00	\$ 3,734,818.00
Capital Assets		
Net of Accumulated Depreciation	\$ 74,992,230.00	\$ 74,992,230.00
Total Non Current Assets	\$ 78,726,744.00	\$ 78,727,048.00
TOTAL ASSETS	\$ 79,117,776.00	\$ 79,103,464.00
LIABILITIES		
Current Liabilities		
Accounts Payable	\$ 4,456.00	\$ 519.00
Accrued Interest Payable	\$ 886,910.00	\$ 886,910.00
Due to Related Parties	\$ -	\$ -
Current Portion of Bonds Payable	\$ 2,080,000.00	\$ 2,080,000.00
Total Current Liabilities	\$ 2,971,366.00	\$ 2,967,429.00
Non Current Liabilities		
Bonds Payable, Net of Discount	\$ 98,122,260.00	\$ 98,122,260.00
TOTAL LIABILITIES	\$ 101,093,626.00	\$ 101,089,689.00
TOTAL NET POSITION	\$ (21,975,850.00)	\$ (21,986,225.00)

*3/31/2025
accrual basis*

The Sullivan County Infrastructure LDC Quarterly Profit & Loss Budget vs. Actual

	1/1/25-3/31/25	2025 YTD	2025 Budget	% of Budget
REVENUES				
Operating Revenues				
Service Fees	-	-	7,281,883.00	0.00%
Total Operating Revenues	-	-	7,281,883.00	0.00%
Non-Operating Revenues				
Investment Earnings	3,514.00	3,514.00	60,692.00	5.79%
Other Non-Operating Revenues	-	-	171,898.00	0.00%
Proceeds from the Issuance of Debt	-	-	-	0.00%
Total Non-Operating Revenues	3,514.00	3,514.00	232,590.00	1.51%
TOTAL REVENUES	\$ 3,514.00	\$ 3,514.00	\$ 7,514,473.00	0.05%
EXPENDITURES				
Operating Expenditures				
Professional Services Contracts	(11,037.00)	(11,037.00)	(88,660.00)	12.45%
Other Operating Expenditures	(3,395.00)	(3,395.00)	(30,500.00)	11.13%
Total Operating Expenditures	(14,432.00)	(14,432.00)	(119,160.00)	12.11%
Non-Operating Expenditures				
Interest Expense	-	-	(5,315,313.00)	0.00%
Payment of Principal on Bonds	-	-	(2,080,000.00)	0.00%
Other Non-Operating Expenditures	-	-	-	0.00%
Total Non-Operating Expenditures	-	-	(7,395,313.00)	0.00%
TOTAL EXPENDITURES	\$ (14,432.00)	\$ (14,432.00)	(7,514,473.00)	0.19%
CHANGE IN NET POSITION	\$ (10,918.00)	\$ (10,918.00)	\$ -	

*3/31/2025
Accrual Basis*

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing pursuant to Section 103-A of the New York State Public Officers Law will be held by The Sullivan County Infrastructure Local Development Corporation (“TSCILDC”) on Monday, May 12, 2025 at 10:50 a.m. local time, in the Legislative Committee Room at the Sullivan County Government Center, 100 North Street, Monticello, New York, in connection with the following matter:

The Open Meetings Law (the “OML”) was amended by Chapter 56 of the Laws of 2022, to add Section 103-a (the “Videoconferencing Law”), which provides to public authorities, including TSCILDC, the option to use videoconferencing for the purpose of holding remote meetings in a manner that ensures TSCILDC business is performed in an open and public manner and where the public is able to observe the performance of members of TSCILDC and is able to attend and listen to the deliberations and decisions of TSCILDC. Section 103-a provides for use of videoconferencing for remote meetings when a member or members of TSCILDC cannot be physically present due to “extraordinary circumstances”. TSCILDC desires to have the option to hold meetings remotely, should it need to do so. In order to allow members of TSCILDC to participate in meetings from non-noticed, non-publicly accessible locations, and in accordance with the statutory requirements of the Videoconferencing Law, TSCILDC desires to adopt a resolution (the “Resolution”): (i) authorizing the use of videoconferencing for itself and its committees and subcommittees; (ii) directing each committee and subcommittee to make their own determinations; and (iii) directing TSCILDC to establish and adopt written procedures governing member and public attendance at meetings (the “Videoconferencing Policy”), which will be posted to the TSCILDC website.

A representative of TSCILDC will, at the above-stated time and place, present a copy of the Resolution and TSCILDC’s proposed Videoconferencing Policy and hear all persons with views in favor of or opposed to TSCILDC’s use of videoconferencing. In addition, at, or prior to, such hearing, interested parties may submit to TSCILDC written materials pertaining to such matters.

This public hearing will be streamed live on TSCILDC’s YouTube channel: <https://www.youtube.com/@sullivancountyinfrastructu7838>

Dated: May 7, 2025

By: THE SULLIVAN COUNTY
INFRASTRUCTURE LOCAL
DEVELOPMENT CORPORATION

RESOLUTION

A meeting of The Sullivan County Infrastructure Local Development Corporation (“TSCILDC”) was convened in public session at the Sullivan County Government Center, 100 North Street, Village of Monticello, Sullivan County, New York on May 12, 2025, at 11:20 a.m. local time.

The meeting was called to order by Chairman Howard Siegel, and, upon the roll being called, the following members of TSCILDC were:

	<u>PRESENT</u>	<u>ABSENT</u>
Howard Siegel	[]	[]
Kathleen Lara	[]	[]
Philip Vallone	[]	[]
Scott Smith	[]	[]
Paul Guenther	[]	[]
Sean Brooks	[]	[]
Ira Steingart	[]	[]
Joseph Perrello	[]	[]

The following persons were also present:

- Jennifer M. Flad, Executive Director
- Ira Steingart, Chief Executive Officer
- Julio Garaicoechea, Project Manager
- Bethanii Padu, Economic Development Coordinator
- Walter F. Garigliano, General Counsel

The following resolution was duly offered by _____, and seconded by _____, to wit:

Resolution No. __ - 25

RESOLUTION AUTHORIZING THE USE OF VIDEOCONFERENCING PURSUANT TO GENERAL MUNICIPAL LAW SECTION 103-A; AND ADOPTING WRITTEN PROCEDURES FOR THE USE OF VIDEOCONFERENCING

WHEREAS, pursuant to Section 1411 of the Not-for-Profit Corporation Law (“N-PCL”) of the State of New York (the “State”), the Certificate of Incorporation for TSCILDC was filed with the Secretary of State on the 10th day of February, 2016, as amended by that certain Certificate of Amendment of the Certificate of Incorporation filed with the Secretary of State on the 6th day of May, 2016; and

WHEREAS, by Article 7 of the Public Officers Law of the State (the "Open Meetings Law" or "OML"), the Legislature found that it is essential to the maintenance of a democratic society that the public business be performed in an open and public manner and that the citizens of this State be fully aware of and able to observe the performance of public officials and attend and listen to the deliberations and decisions that go into the making of public policy; and

WHEREAS, TSCILDC is a public body under the Open Meetings Law; and

WHEREAS, by Chapter 56 of the Laws of 2022, the Open Meetings Law was amended to add Section 103-a (the "Videoconferencing Law") regarding the use of videoconferencing by public bodies; and

WHEREAS, OML Section 103-a permits TSCILDC to continue utilizing videoconferencing for the purpose of allowing participation at the meeting by a member or members of TSCILDC who cannot be physically present due to "extraordinary circumstances", including disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member's physical attendance at such meeting; and

WHEREAS, pursuant to the Videoconferencing Law, on Monday, May 12, 2025 at 10:50 a.m., local time, in the Legislative Committee Room at the Sullivan County Government Center, 100 North Street, Monticello, New York, TSCILDC held a public hearing with respect to the use of videoconferencing and with respect to the proposed written policy being contemplated for adoption by TSCILDC, whereat interested parties were provided a reasonable opportunity, both orally and in writing, to present their views; and

WHEREAS, TSCILDC desires to utilize videoconferencing to conduct meetings when extraordinary circumstances so necessitate, as set forth in the Videoconferencing Policy attached hereto as Exhibit A and incorporated herein.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF TSCILDC AS FOLLOWS:

Section 1. TSCILDC hereby authorizes the use of videoconferencing under extraordinary circumstances for members to participate in the meetings of this public body in accordance with the laws of the State.

Section 2. TSCILDC hereby adopts, as a formal policy of TSCILDC, the Videoconferencing Policy. The Videoconferencing Policy hereby supersedes any and all policies heretofore adopted by TSCILDC with respect to the subject matter thereof.

Section 3. This Resolution shall not preclude TSCILDC from adopting other or further policies relating to the conduct of TSCILDC business as determined from time to time by the members of TSCILDC or in accordance with the laws of the State.

Section 4. The Executive Director or Counsel to TSCILDC is hereby authorized and directed (i) to distribute copies of this resolution to the members of the Board of Directors of TSCILDC; and (ii) to do such further things or perform such acts and to execute any and all documents as may be necessary or convenient to implement the provisions of this resolution.

Section 5. The officers, employees and agents of TSCILDC are hereby authorized and directed for and in the name and on behalf of TSCILDC to do all acts and things required and to execute and deliver all such certificates, instruments, documents, and to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or in the opinion of the officer, employee or agent acting on behalf of TSCILDC desirable and proper to effect the purposes of the foregoing resolution and to cause compliance by TSCILDC with all the terms, covenants and provisions of the documents for and on behalf of TSCILDC.

Section 6. All acts heretofore undertaken and performed on behalf of TSCILDC related to the Videoconferencing Policy are hereby ratified, approved and confirmed.

Section 7. These resolutions shall take effect immediately.

The question of adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Howard Siegel	[] Yes	[] No	[] Absent	[] Abstain
Kathleen Lara	[] Yes	[] No	[] Absent	[] Abstain
Philip Vallone	[] Yes	[] No	[] Absent	[] Abstain
Scott Smith	[] Yes	[] No	[] Absent	[] Abstain
Paul Guenther	[] Yes	[] No	[] Absent	[] Abstain
Sean Brooks	[] Yes	[] No	[] Absent	[] Abstain
Ira Steingart	[] Yes	[] No	[] Absent	[] Abstain
Joseph Perrello	[] Yes	[] No	[] Absent	[] Abstain

The resolutions were thereupon duly adopted.

70351-040v2

STATE OF NEW YORK :
:SS
COUNTY OF SULLIVAN :

I, the undersigned Secretary of the TSCILDC DO HEREBY CERTIFY THAT:

1. I have compared the foregoing copy of a resolution of The Sullivan County Infrastructure Local Development Corporation (“TSCILDC”) with the original thereof on file in the office of the TSCILDC, and that the same is a true and correct copy of such resolution and of the proceedings of the TSCILDC in connection with such matter.
2. Such resolution was passed at a meeting of the TSCILDC duly convened in public session on May 12, 2025 at 11:00 a.m. at the Sullivan County Government Center, 100 North Street, Village of Monticello, Sullivan County, New York, at which the following members were present:

	<u>PRESENT</u>		<u>ABSENT</u>	
Howard Siegel	[]]	[]]
Kathleen Lara	[]]	[]]
Philip Vallone	[]]	[]]
Scott Smith	[]]	[]]
Paul Guenther	[]]	[]]
Sean Brooks	[]]	[]]
Ira Steingart	[]]	[]]
Joseph Perrello	[]]	[]]

3. The question of the adoption of the foregoing resolution was duly put to a vote on roll call which resulted as follows:

Howard Siegel	[]	Yes	[]	No	[]	Absent	[]	Abstain
Kathleen Lara	[]	Yes	[]	No	[]	Absent	[]	Abstain
Philip Vallone	[]	Yes	[]	No	[]	Absent	[]	Abstain
Scott Smith	[]	Yes	[]	No	[]	Absent	[]	Abstain
Paul Guenther	[]	Yes	[]	No	[]	Absent	[]	Abstain
Sean Brooks	[]	Yes	[]	No	[]	Absent	[]	Abstain
Ira Steingart	[]	Yes	[]	No	[]	Absent	[]	Abstain
Joseph Perrello	[]	Yes	[]	No	[]	Absent	[]	Abstain

and therefore, the resolution was declared duly adopted.

I FURTHER CERTIFY that (i) all members of the TSCILDC had due notice of said meeting, (ii) pursuant to Sections 103(a) and 104 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public and public notice of the time and place of said meeting was duly given in accordance with such Sections 103(a) and 104, (iii) the meeting in all respects was duly held, and (iv) there was a quorum present throughout.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on the 12th day of May, 2025.

Kathleen Lara, Secretary

EXHIBIT A

THE SULLIVAN COUNTY INFRASTRUCTURE LOCAL DEVELOPMENT CORPORATION Public Meeting Videoconference Policy

The Sullivan County Infrastructure Local Development Corporation ("TSCILDC") hereby establishes this policy to allow for attendance by members of the board and members of the public via videoconference at any open meeting of the board of directors or any committee or subcommittee meeting and is established in accordance with the laws of 2022 of the State of New York within the Public Officers Law ("Open Meetings Law"). <https://opengovernment.ny.gov/open-meetings-law>

This internal policy sets forth the options for attendance at public meetings of this public body either in person, via videoconference at a public location, or via videoconference at a non-public location due to "extraordinary circumstances" being experienced by a member who still wishes to attend.

This policy defines these "extraordinary circumstances" by which a member may participate in a meeting of the board or committee via videoconferencing in a non-public venue and establishes the procedures for notifying TSCILDC's staff in order to verify the extraordinary circumstance and sets forth a method for updating the public on opportunities to attend via videoconference.

1. Open Meeting Law states that a quorum of the board must be present in-person at a predetermined time and public location wherein the meeting will be conducted. Any member attending in-person at the predetermined and noticed public location may count toward quorum.
2. Any member attending via videoconference under "extraordinary circumstances" will not be counted toward a quorum but may vote on motions and resolutions.
3. When participating under "extraordinary circumstances" by which a member of the public body may request participation via videoconferences, they must notify TSCILDC's Executive Director by phone or email as soon as the circumstance is presented. The Executive Director will present the information to the chair of the board for final determination.
4. Extraordinary circumstances allowed by TSCILDC are:
 - a. Physical Disability whereby they are unable to meet in a physical location.
 - b. Illness whereby they are under direct orders from a doctor not to attend in-person meetings, or whereby their illness presents a risk of spreading to others attending the meeting.
 - c. Caregiver responsibilities whereby they are the only option for attending to the physical care of a minor or other dependent or family member.

- d. Work-related restrictions whereby their place of business does not allow for participation at in-person meetings outside the parameters of their business location, or whereby their presence at the business location is critical during the date and time of the TSCILDC meeting.
 - e. Travel commitments whereby they are at a location too distant to attend the meeting in-person.
 - f. Other significant or unexpected, unforeseen factors or events which preclude attendance must be presented to TSCILDC'S staff within a reasonable amount of time before the meeting in order to approve a videoconference option and to give notice to the public for a videoconference option.
5. Public Notice of an Open Meeting will be posted online in TSCILDC's Agenda and Minutes Center, on the public bulletin boards at physical location and shared with the local news media.
6. Pre-established meetings will provide for meeting notice at least seventy-two (72) hours prior to meeting to announce the time and physical or virtual locations whereby the public can attend, and it must account for Americans with Disabilities Act accommodations or compliance for public attendance.
7. In the event a member is allowed to participate via videoconference under "extraordinary circumstances," TSCILDC's staff shall include a link to the same videoconference service by which the member will be participating on the agenda and within the public notice as soon as reasonably possible.
8. Any member of the board or committee participating via videoconferencing must be able to be seen, heard and identified, as well as all members attending in person. Members of the public attending in person or via videoconference will also be asked to identify themselves for the purpose of notation in the minutes.
9. Minutes of the meeting will delineate the attendance of each member and by what means they are attending, either in-person or via videoconference and under which "extraordinary circumstance."
10. Any meeting of TSCILDC or committee that is conducted with members via videoconference will be recorded and saved for five (5) years.