

APPROVED MINUTES
PORT JERVIS COMMUNITY DEVELOPMENT AGENCY
(PJCDA)
MEETING MINUTES
WEDNESDAY, July 31, 2024

ROLL CALL:

The July 31, 2024, PJCDA board meeting was called to order by Chairwoman Trovei at 7:01 p.m. at 134 Pike St., 1st floor, Port Jervis, NY 12771.

Per Roll Call, the following members were present:

Kristin Trovei, Chairwoman
John Russell, Vice Chairman
Michael Talmadge, Treasurer
Jeffrey Rhoades, Secretary
Jacqueline Dennison, Council Liaison
Colin O'Connell, Member

Absent:

Also present were:

Matthew Witherow, Esq.
Nora Goetz, Section 8 Administrator
Valerie Maginsky, Executive Director

Member(s) of the Public

No one from the public was present.

MINUTES

The June 26, 2024, meeting minutes were reviewed and approved:

Motion: Mr. Rhoades 2nd: Mr. Russell All Others in Favor

FINANCIALS and

A. Administrative Bills

Chairwoman Trovei reviewed the administrative bills in the amount of **\$19,352.29**. The total current admin balance is **\$776,403.51**. A motion was made to approve payment of the bills in the amount of **\$19,352.29**.

Motion: Mr. Talmadge 2nd: Ms. Dennison All Others in Favor

B. Monthly Financial Report

All bills received have been paid accordingly.

Motion: Mr. Talmadge 2nd: Ms. Dennison All Others in Favor

SECTION 8 & DIRECTOR'S REPORT

Administrator Goetz presented the July 2024 Section 8 report for review and comment. Leased HCV: 201, Leased Mainstream: 34, HAP, Mainstream, FSS Payments: \$187,423. Total Admin received: \$24,383 with all eligible waitlist applications, 366 families are on the waitlist.

The Section 8 Administrative Plan and Five-Year Plan are now due to HUD by October 17, 2024. The required SEMAP response to HUD was submitted. The transition to new HUD systems has been paused with new due dates to be announced. The HQS inspector ad is ready for publication in the coming weeks. ACH of landlord checks is in process. A waitlist inquiry was sent to eight waitlisted HCF and four Mainstream applicants.

public hearing was held on 6/11/24 from 6:00 – 7:00 p.m. at the Rec Center, 1st floor. No one from the public attended or provided comments. Plan drafts were available for public viewing at the City Clerk's office and the Rec Center at 134 Pike St. A resolution accepting the proposed plans was approved.

Motion: Mr. Talmadge 2nd: Mr. O'Connell All Others in Favor

E.D. Maginsky presented the July 2024 Director's report for review and comment, and it was approved:

Motion: Mr. Rhoades 2nd: Mr. O'Connell All Others in Favor

COMMUNICATIONS:

In July, E.D. Maginsky attended an Alliance for Balanced Growth breakfast in Wallkill where proposed NYS DEC wetland mapping and regulations were discussed. In Newburgh, she joined committee members in the review of OC HOME. A letter supporting increased HOME and CDBG funding was submitted to U.S. Senator Schumer's office.

OLD BUSINESS:

Grants/Projects:

- NYS DEC WQIP – Land Acquisition – Project 1 – Deerpark: Continuing - Two encroachments are being addressed through Deerpark action in August. As the closing will be moved to October/November, a request to NYS HCR to extend the 9/30/24 deadline for use of the \$158,066.04 in retained program income was submitted. E.D. Maginsky met with Engineer Farr regarding NEPA.
- Project 2 – Latini: Phase 1 ESA consultants are reaching out to surrounding landowners.
- USDA Forest Service Urban and Community Forestry – E.D. Maginsky provided a 2nd revised budget to SFI.
- EV chargers – 1 Barclay St. – NYPA Evolve – the possibility of moving the project to the Ball St. parking lot or to the corner of Front and Pike are under NYPA review.
- A New York State CREST grant application for \$55k towards a new FD command SUV (total estimate \$95k) – this project supported by NYS Senator Skoufis has been approved and is in the funding process.
- OSI Water Protection Grant – Changes to the approved appraisal method has resulted in a reduction in possible funding resulting in a PJCC review.
- NYS Pro-Housing Communities Program – the information necessary for registration consideration was collected, submitted and accepted for review by NYS.
- CFA – 2024 – On 7/31/24, the City submitted a Phase 1 (of 3) \$1.5M Community Development Block Grant (CDBG) to make improvements to the city's water filtration plant.

NEW BUSINESS:

None

PUBLIC COMMENT

No member of the public was present.

EXECUTIVE SESSION

A motion was made to go into Executive Session at 7:28 PM to discuss loans and contractual issues:

Motion: Mr. Talmadge 2nd: Mr. Rhoades All Others in Favor

The PJEDA Board of Directors came out of Executive Session at 7:42 PM.

Motion: Mr. Rhoades 2nd: Ms. Dennison All Others in Favor

ACTIONS AS A RESULT OF EXECUTIVE SESSION:

A motion made for payment of \$1,025 to MRI/Happy Software for an ACH module and training, with E.D. Maginsky's signature on the contract was approved.

Motion: Mr. Talmadge 2nd: Mr. Rhoades All Others in Favor

NEXT MEETING

The next meeting of the PJCDA Board of Directors is currently scheduled for August 28, 2024, at 7:00 p.m. at 134 Pike St., 1st or 2nd Floor, Port Jervis, NY 12771. With prior notification to the PJCDA by tel.: 845-858-4024, or email: Director@PJCDA.org, ADA access is available.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:43 PM.

Motion: Mr. Rhoades 2nd: Mr. O'Connell All Others in Favor

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