

Regular Meeting - City of Port Jervis Common Council :

A regular meeting of the City of Port Jervis Common Council was held in the Council Chambers at 20 Hammond Street, Port Jervis, New York on Monday September 25, 2023, at 6:30 p.m.

Attendance-

Regis Foster	1st Ward	Present
Elizabeth Miller	1st Ward	Present
Maria Mann	2nd Ward	Present
Misty Fuller	2nd Ward	Absent
Denis Livingston	3rd Ward	Present
Vacant		
Timothy Simmons	4th Ward	Present
Melissa Newhauser	4th Ward	Present
Stanley Siegel	Councilman-At-Large	Present
Mayor Decker	Mayor	Present

Also present :

City Clerk-Treasurer Laura Quick, Chief William Worden and Corporation Council Will Frank
The meeting opened at 6:30 pm by Mayor Decker.

Pledge of Allegiance- Mayor Decker led all present in the Pledge of Allegiance to the Flag.

Mayor Appointment - None.

Presentation - Swearing in of Police Officer Justin Morgan

Public Hearing- Proposed LL 10 if 2023 - Extend Moratorium Mountain/Waterfront 6 Months

- 6:33pm: Motion to open hearing by S. Siegel second T. Simmons all in favor. Discussion: Send proposed law back to Code to answer questions from the Building Department. W. Frank - once the changes are adopted and filed the moratorium will be rescinded.
- 6:34 pm: Motion by D. Livingston to close the public hearing second by T. Simmons all in favor.

Public Comment- Laura Meyer spoke about the upcoming Tourism events.

- Motion to reschedule the Fall Festival to October 15, 2023 by T. Simmons second D. Livingston - all in favor.

Executive Session- 6:39 pm

A motion by D. Livingston second by T. Simmons to enter executive session based on Public Officers Law Article 7 -

- 105.1h - Contractual (x3)
AYE: 7 ABSENT: 1 (FULLER) NAYS: 0 ABSTAIN: 0 CARRIED

6:50 pm A motion was made by T. Simmons to return from executive session second by M. Newhauser

AYE: 7 ABSENT: 1 (FULLER) NAYS: 0 ABSTAIN: 0 CARRIED

Approval of Minutes-

- Motion to approve September 12, 2023 minutes D. Livingston second E. Miller .
AYE: 6 ABSENT: 1 (Fuller) NAYS: 0 ABSTAIN: 1 (Siegel) CARRIED
- Motion to approve September 13, 2023 minutes D. Livingston second M. Newhauser .
AYE: 5 ABSENT: 1 (Fuller) NAYS: 0 ABSTAIN: 2 (Simmons, Siegel) CARRIED

Executive Session Material-

- Motion by S. Siegel to extend D. Rivera as Fire Inspector with stipend through January 8, 2024 second by T. Simmons. AYE: 7 ABSENT: 1 (FULLER) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion by T. Simmons to approve the NY Power authority host site agreement second by S. Siegel. AYE: 7 ABSENT: 1 (FULLER) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion by D. Livingston to approve the 2024 legal fees for Thomas, Drohan, Waxman, Petigrow & Mayle, LLP second by R. Foster. AYE: 7 ABSENT: 1 (FULLER) NAYS: 0 ABSTAIN: 0 CARRIED

Regular Business-

R. Foster - ADA -The next ADA committee meeting October 2, 2023 5:30 pm Council Chambers

R. Foster - Planning - Planning met on September 18, 2023

- Pre-Submission for : 17 Cahoonzie St., Tony & Trisha Fuller; SBL: 3-10-33; Site plan approval for an accessory apartment on the 2nd floor of new construction two-story garage, R1.

The next committee meeting is on October 17, 2023

R. Foster - Zoning - The Zoning will meet on October 3, 2023 at 7pm

E. Miller - Finance

- Motion to approve Accounts Payable Warrant. Second by D. Livingston
AYE: 7 ABSENT: 1 (FULLER) NAYS: 0 ABSTAIN: 0 CARRIED

Finance met on September 20, 2023 discussion: Capital Plan and Tax Lien Sale

The next Finance meeting is October 18, 2023 at 6pm in the Council Chambers.

M. Fuller - FEM- None

M. Mann - Tourism-

Tourism last met on September 13th. The board discussed and set a date for next year's Italian festival it will be held on August 17th. They also reviewed preparations for the fall foliage festival. Due to impending weather the fall foliage festival was postponed. The new date has been scheduled for Sunday October 15th. Tourism will be holding their annual Halloween lighting contest with two categories traditional and scary. To register your home within the city of Port Jervis you may email the entry form to pilightingcontest@gmail.com or drop it off at the clerk's office. The entry deadline is Wednesday October 18th, there is no cost to enter. Judging will be held on Friday October 20th. Downtown spooktacular will be held on October 28th starting at 4:30 on Front Street. There will be a face painter, balloon artist and a scavenger hunt. Christkindlmarkt will be held on November 26th downtown. Anyone with any further inquiries may email tourism chair Laura Meyer at floralaurapj@yahoo.com

The next tourism meeting will be held on Wednesday October 11th at 7pm here in the council chambers.

M. Mann - IDA-

Due to a lack of agenda items the IDA did not meet their next scheduled meeting is set for October 16th at 6pm here in the council chambers.

D. Livingston - DPW-

- Garbage and recycling on the week of September 25th will be on its normal schedule. The week of October 2nd garbage and recycling will be picked up on its normal schedule. The week of September 25th and the week of October 2nd paper pickup will be on its normal scheduled day.
- The 2023 Garbage schedule is available on the city website at www.portjervisny.gov or by emailing the DPW office at dpwclerk@portjervisny.gov.
- Compost pile will be open every Saturday from 7:15 a.m. to 11:30 a.m. (tree limbs cannot be over 3 inches in diameter)

- Bag Leaves and brush will be picked up every Monday until finished.
- The Sidewalk Project on Pike Street has finished.
- In place blacktop is ongoing (Paving will start on September 28th)
- West End Beach Crest Grant Blacktop and Curbs has begun.

The next DPW Committee meeting is on October 2, 2023 at 6pm

D. Livingston - CDA- The next meeting is scheduled for 7:00 p.m., October 25, 2023, at the Rec Center.

T. Simmons - Code- The next Code meeting will be October 4, 2023 at 6:30pm

- Motion to approve Local Law10- extend moratorium on Riverfront and Mountaintop district for 6 months second by D. Livingston. AYE: 7 ABSENT: 1 (FULLER) NAYS: 0 ABSTAIN: 0 CARRIED

Congratulations to Tony and Shane Fuller who both received Fireman of the Year. Thank you to John Bell for helping with the bus accident.

M. Newhauser - Recreation-

- The 75th Halloween Parade is scheduled for Saturday September 28, 2023 at 3:30 pm. Line up on Hammond Street in front of City Hall is at 3:00 pm. Adults, children and pets are welcome! Pets must be on leash and owners must clean up after them. Join us for some great Halloween fun! The parade is OC sponsored by the Elks Lodge. Rain/Snow date is Sunday September 29- same time.
- The Youth Center is open weekdays 3 pm- 6 pm.
- Teen Night schedule will be announced later this week. Teen Night is held every other Friday night at the Youth Center for 7-8-9 grade students.
- The next Recreation Commission meeting is scheduled for Wednesday October 11 at 6:15 pm at the Youth Center.

M. Newhauser - Police-

- Motion to approve 2023-2024 Buckel Up safety campaign second by S. Siegel. AYE: 7 ABSENT: 1 (FULLER) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve September 19, 2023 Committee Minutes second by M. Mann. AYE: 6 ABSENT: 1 (FULLER) NAYS: 0 ABSTAIN: 1 (Siegel) CARRIED

The Harvest Festival is scheduled for October 14, 2023 from 12-3 pm at Riverside Park. I would like to commend officers S. Buczek, M. Decker, and T. Osowick who received the Steve Vitek award this past Thursday at the Orange County Fire Association Awards Ceremony, for saving the life of a woman who barricaded herself inside a house that she then set on fire back in 2022.

The next police committee meeting is Thursday, October 19, 2023 at 6 pm

S. Siegel - Housing/Veterans

- Housing will meet on September 26th.
- Senior club - Sept 25th and October 10 at 1:30 in West End
- Flu Shots for Veterans now available at the clinic
- If there is a government shut down Veterans services will not be affected
- Access 23 update - expect to be on the aid in November 2023

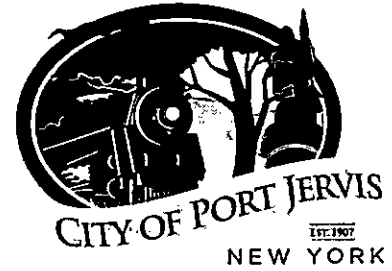
Public Comment- None.

Mayor Decker -

- Consideration to waive the vendor charge for the PJ Little League for Fall 2023 and Spring 2024. Motion by T. Simmons second by E. Miller - all in favor
- Consideration to waive Fire Inspection fee for Little Lambs. Motion R. Foster second D. Livingston - all in favor
- Announcement: Port Jervis received a 1 million dollar grant from USDA for Forestry

7:14 pm - Motion to adjourn by S. Siegel second D. Livingston - all in favor.

Respectfully,
Laura Quick
City Clerk Treasurer



CITY OF PORT JERVIS

P.O. BOX 1002
 20 HAMMOND STREET
 PORT JERVIS, NEW YORK 12771
 Regular Common Council Meeting Agenda
 IN-PERSON MEETING ONLY

Monday, September 25, 2023 - 6:30 pm Regular Session:

Pledge of Allegiance / Roll Call

Presentation:	Swearing-In: Justin Morgan Police Officer
Public Hearing:	Proposed LL 12 ¹⁰ of 2023 – Extension Moratorium Mountain/Waterfront 6 months
Mayor Appointment:	NONE
Presentation:	NONE
Public Comment:	5-minute limit per person

BASED ON PUBLIC OFFICERS LAW ARTICLE 7

Executive Session: 105.1-h – Contractual (x3)

Approval of Minutes:	Sep 12, 2023 – Common Council Meeting Minutes	Motion:	2 nd
	Sep 13, 2023 – Special Common Council Meeting Minutes	Motion:	2 nd

Address Executive Session Material:

Regular Business:

Foster: (ADA/PLANNING/ZONING) -	ADA Update: Zoning Board Update: Planning Board Update:		
Miller: (FINANCE) –	Bills to be Paid: Finance Update:	Motion: Miller;	2 nd
Fuller: (FEM) –	FEM Update:		
Mann: (TOURISM/IDA) -	Tourism / IDA Update: Consideration: Move Fall Foliage Festival to October 15th	Motion: Mann;	2 nd
Livingston: (DPW/CDA) –	Public Works Update: CDA Update:		
Simmons: (CODE) -	Code Update: Consideration: Moratorium Extension Mountain/Waterfront	Motion: Simmons;	2 nd
Newhauser: (RECREATION/POLICE) -	Recreation Update: Police Update: Consideration: Grant: Buckle Up NY	Motion:	2 nd
Siegel: (HOUSING/VETERANS) –	Housing/Veterans Update:		
Public Comment:	5-minute limit per person		

Mayor Decker:	Consideration: Waive PJ Little League Vendor Cost	Motion:	2 nd
	Consideration: Approve Contract Peter Melewski LLC	Motion:	2 nd
	Consideration: Waive Fire Inspection Fee Little Lambs	Motion:	2 nd
	Announce: Port Jervis receives \$1 million grant USDA		

Adjournment: Motion: 2nd

CITY OF PORT JERVIS

Accounts Payable

9/25/2023

1 General Fund	\$315,609.77
2 Water Fund	\$75,716.37
3 Sewer Fund	\$13,364.26
4 Capital Fund	\$8,373.07
5 Trust and Agency	\$19,751.44
6 Recreation	
Total	<u>\$432,814.91</u>

GENERAL, WATER & SEWER FUNDS

NYS Employee Health Insurance	\$289,993.24
Orange & Rockland/PJ Solar	\$48,688.00
Blustein, Shapiro, Franks	\$5,923.21
CSEA Employee Benefit	\$7,445.55

CAPITAL FUND

Tyler Technologies	\$ 1,560.00
Evenflo	\$ 865.97
Carole Gallagher	\$ 5,200.00
Dicks Concrete	\$ 712.80

City of Port Jervis, NY
Police Committee Meeting Minutes

19 September 2023

Meeting called to order at 6:10 p.m with the following members in attendance: Ms. Newhauser, Ms. Fuller, Ms. Mann, Lt. Sargente, Chief Worden.

Public Comment: Ms. Jackie Smith, resident of the 3rd Ward, inquired about installing a protected left turn arrow for the Orange Street south bound lane of traffic at the intersection of Pike/East Main Street.

New Business: Updates-

- Chief Worden and Lt. Sargente provided an update pertaining to Part I, Part II offenses, Auto Accidents and a briefing of recent major cases including juvenile related crime.
- Officer Physical Fitness – Wellness Incentive Program- PBA Insurance Coverage Request – The committee was provided with a letter written by Sgt Dan Mioglionico on behalf of the PBA requesting the Common Council assist the PBA with obtaining supplemental insurance to allow PBA members to use the Port Jervis High School weight room for off-duty training. The City Clerk has forwarded the request to the City's Insurance carrier to obtain their input and the potential cost for added insurance coverage. An update will be provided to the Police and Finance Committees as additional information becomes available.
- Fall Festival Security Plan – The department has completed the Fall Festival Security Plan and will be submitting the plan to Orange County. A sergeant and four officers will be assigned

primarily to the festival in addition to supporting law enforcement resources, EMS and DPW staff.

- 2022 Department Awards Report – Members of the committee and public were provided with a copy of the 2022 Department Awards Report. A press release will be distributed on the department's social media sites and to local press outlets. Congratulations to all members who received commendations and awards.
- Orange County Fire Association Awards Ceremony will be held on 9-21-23 in Montgomery, NY with PO Buczek, PO M. Decker and PO T. Osowick receiving the Steve Vitek award.
- The annual Port Jervis PD, Recreation and DPW Fall Harvest Festival is scheduled for Saturday October 14th from 12pm to 3pm at Riverside Park.
- An enhanced Mental Health Call Response procedure has been implemented in conjunction with Orange County and the 311 Crisis Call Center that will facilitate the diversion of non-emergency mental health related police calls for service to be handled by the Orange County Crisis Call Center.
- DCJS Hiring Audit – The department recently completed an audit conducted by the Division of Criminal Justice Services into hiring practices including candidate selection process and background investigations of all sworn police hires since the implementation of the Professional Policing Act of 2021.
- AED Units- Chief Worden is working with city department heads to identify needs for purchasing twenty-three Automated External Defibrillators for City Hall, PD, FD, DPW and Recreation departments. The Chief is obtaining quotes from various vendors to refer to finance for planning and potential implementation. Ms. Mann reported that an entity recently obtained cardiac science-power heart G5 defibrillators as an additional source to consider for quotes.
- Lieutenant's Promotional Examination is scheduled for 21 October 2023.

- Clerk Dispatch Application P/T – The committee reviewed an application for a part time dispatch candidate. A background investigation will be conducted on the candidate and the Chief will make a recommendation to the Common Council for potential hire.
- New Officer Training – Officer Justin Morgan begins a 6-8 week field training program designed for certified police officers on Monday, September 25, 2023.
- Public Information Officer- Officer Meghan Ede has been assigned as a Public Information Officer and attended a training on September 18th with Chief Worden hosted by Orange County Emergency Management for communicating with the public during a critical incident.
- Domestic Violence Awareness Month – October. The department will be participating with Fearless! Hudson Valley and supporting domestic violence awareness programs throughout the month of October.

Old Business: (Updates, Reform, Reinvention & Collaborative Report- EO 203)

- Port Jervis Civil Service Commission hosted a police officer exam on September 9th. 71 candidates have filed for the exam and 5 candidates have filed for the spanish speaking bilingual exam.
- Officer Residency- under review.
- Range Training Building – The DASNY Grant funding for the proposed range building expires on 11/9/2024. Chief Worden has requested assistance with Senator James Skoufis’s office to assist with developing future funding in support of this project. Project Engineer, John Fuller, is reducing the size of the pole barn structure with the goal of soliciting a third public bid in October, 2023. The plan would utilize the current grant funds, to construct a basic pole barn shell.

Public Comment: Mr. Joe Ennis, resident of the 4th Ward, inquired about the police department hosting HR 218 retired officer firearms qualification courses at the Port Jervis PD Range Facility as a service and potential source of revenue to support the range training program.

Executive Session: 6:50pm - The committee entered into executive session for the purpose of obtaining an update on two officers who are currently injured and off patrol due to their job related injuries.

6:59pm- Committee concluded executive session.

Adjournment: 7:00pm – Meeting adjourned.

Respectfully Submitted,

William J. Worden
Chief of Police