

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 April 25, 2022, 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	Present
Denis Livingston	3rd Ward	Present
Michael Decker	3rd Ward	Present
Timothy Simmons	4th Ward	Present
Melissa Newhauser	4th Ward	Present
Stanley Siegel	Councilman-At-Large	Present
Kelly Decker	Mayor	Present

Also present :

City Clerk-Treasurer Laura Quick, Deputy Clerk-Treasurer Bobbi Jo Muller, and Corporation Counsel Will Frank.

Meeting opened at 6:31 pm by Mayor Decker.

Pledge of Allegiance-

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

Public Hearing- Local Law 4 of 2022 – Continuation of Public Hearing - Remove Pole building Restrictions
6:32 pm Motion to keep public hearing open for possible changes to the Local Law 4 T. Simmons Second S. Siegel
AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
Public comment is open until next Common Council Meeting on May 09, 2022

Presentation- Urban Forestry Grant Presentation by Valerie Maginsky

Public Comment- None

Executive Session-

A motion was made by D. Livingston seconded by T. Simmons to enter into executive session based on Public Officers Law Article 7 105.1h - DPW Purchase/Sale Contractual x2, 1 Barclay Contractual, 108 E. Main St Contractual and Traffic Infrastructure Counsel Contractual.

Article 7 105.1f - DPW, Building , Council (x1)

The Council will also seek advice from legal counsel on issues regarding any other attorney client privileged matters as necessary.

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

8:06 pm A motion was made by T. Simmons to return from executive session second by M. Decker

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Approval of Minutes-

March 21 2022, Motion by R. Foster seconded by D. Livingston

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

April 11, 2022, Motion by E. Miller seconded by M. Newhauser

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

April 14, 2022, Motion by D. Livingston seconded by M. Decker

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Executive Session Material-

Invoice the Front Hotel during pre-stages of construction to use City water \$500 per Quarter

Motion D. Livingston Second E. Miller

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Hire full time dispatcher/Clerk Rebecca Brush effective 4/26/2022

Motion M. Newhauser Second S. Siegel

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Hire DPW PT/ Seasonal laborers C. Sauschuck, Z. Kovert effective 4/18/2022 and 5/2/2022

Motion E. Miller Second S. Siegel

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Designate 1 Barclay Street SBL 20-3-10 as a parking lot for Hose 6 Firehouse

Motion S. Siegel Second E. Miller

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Authorize the Mayor to enter into negotiations for a possible title transfer of 108 E. Main Street SBL 9-3-48 owned by City of Port Jervis Property for Port Jervis Central School Properties 9 Sullivan SBL 8-8-17 and 3 Mary Street SBL 8-8-2 Amended to include negotiation of a license with Port Jervis Central School use of 108 East Main Street during a construction phase of the Middle School

Motion T. Simmons Second S. Siegel

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Approve a request by Building official David Rivera to waive the residency requirements of the position

Motion R. Foster Second T. Simmons

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Regular Business-**R. Foster - Police**

Motion to approve PBA MOA for a 4 year contract Second by D. Livingston

AYE: 9 Absent: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Motion to approve March 30, 2022 PD Committee minutes Second by E. Miller

AYE: 9 ASENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Motion to approve April 21, 2022 PD Committee minutes Second by M. Fuller

AYE: 9 ASENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

The next police committee meeting May 19, 2022 at 6pm

R. Foster - ADA -

The next ADA meeting is June 8, 2022, at 6:30pm

E. Miller - Finance -

Motion approve March 16, 2022 Finance Committee minutes second M. Newhauser

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Motion for to pay the Bills Second R. Foster

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

The next Finance meeting is on May 18, 2022 at 6pm

M. Fuller - FEM -

FEM will meet on met on May 16, 2022 at 6:30pm

M. Mann - Tourism-

City Wide Yard sale is Saturday May 7, 2022, from 9am to 4pm Fabulous fifties June 5, 2022 12pm - 7pm Riverside Park live oldies music and car show

The next Tourism meeting will be on May 11, 2022

M. Mann - IDA-

Discussed River Road Application Fees that will be moved to Revenue in the IDA account. The Committee voted to accept SkyDyne's loan refinance request. The next meeting will be on May 16, 2022, at 6pm

M. Decker -Planning -

Public Hearing on Easter Seals Daycare was held on April 19, 2022. Pre-submission for a lot line change which was approved. The next meeting is May 3, 2022 at 7pm.

M. Decker -Zoning -

Zoning has not met due to lack of agenda. Next meeting May 3, 2022, at 7pm

D. Livingston - DPW-

Motion to increase the Salt contract in the 2023 budget

Motion by R. Foster seconded by T. Simmons

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Motion to approve April 4, 2022 meeting minutes second by M. Decker

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Motion to approve Urban Forestry Resolution second by M. Decker

AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 1 CARRIED

Motion to approve Trenchless 2 Engineering Resolution second by R. Foster

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Next meeting is on May 2, 2022, at 6 pm

D. Livingston - CDA-

Next meeting is on May 22, 2022, at 7pm via Zoom

T. Simmons - Code-

Motion to hold a public hearing for Local Law 5 - titled Alarm Systems on May 9, 2022 at 6:32 pm seconded by D. Livingston

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Motion to approve April 6, 2022 meeting minutes second by M. Decker

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Next meeting is on May 4, 2022, at 6 pm

M. Newhauser - Recreation-**Parks update:**

1. Parks and Playgrounds are open. Please help us by using garbage cans, dog waste bags and cans and notify the Rec. Office if there are any issues that our Maintenance staff needs to address. Please call us or email us at 845-858-4045 or recreationdirector@portjervisny.gov. Thank you.
2. The Lights at Church St. Park basketball and tennis courts are turned on. They will shut off at 9 pm.
3. The gates at Church St. Park, The Dog Yard and Elks Brox Park are locked every night and opened every morning.

Youth Center update:

1. The Youth Center Recreation Room is open Monday-Friday from 3 pm- 6 pm when school is open.

Upcoming Special Events:

1. The 28th Delaware River 5K Run at Riverside Park on Sunday May 1 at 9 am. Registration for this race is open at www.delawareriver5krun.com. You also will be able to register race day at Riverside Park. More than 150 people have already registered!

Upcoming Field Trips: All trips will be taking a COACH BUS.

1. Casino Trip to Mohegan Sun Pocono on Saturday May 7. \$35 per person. 21 and older only. Only 15 seats remain.
 2. Trip to Cooperstown NY and Baseball Hall of Fame on Friday July 8. \$65 per person.
 3. NY Mets baseball game on Friday August 5. \$95 per person. Only 4 seats remain.
- Please contact the Recreation office for more details to reserve your seat on any of these field trips. Call us at 845-858-4045 or email us at recreationdirector@portjervisny.gov.

Summer Recreation Program.

1. West End Beach is scheduled to open June 27, 2022. The beach schedule will be Monday-Thursday-Friday 12 pm- 6 pm and weekends 11 am- 6pm. The beach will be closed Tuesday and Wednesday. There is a \$10 parking fee for non-residents on weekends and 4th of July.
2. Summer Youth Program will start on Tuesday July 5, 2022. Programs will be held Monday-Friday between 9 am- 3pm at Church St., Riverside and the Youth Center.
3. Special events will include FREE outdoor movies and concerts at Riverside Park and FREE outdoor concerts at Farnum Park.

The next Recreation Commission meeting is scheduled for this Wednesday May 18 at 7 pm at the Youth Center.

S. Siegel - Housing- The next Housing meeting is scheduled for April 26, 2022

"Some people have probably seen a video that was a private conversation with two residents that I was involved in. And I was not speaking as a city representative at that point. I was speaking as a private resident and I gave the man and woman probably improper advice. Again, I was not speaking as a city official I was speaking privately, I thought in a private conversation that ended up to be on YouTube. I will be sending a letter of apology to the Chief of Police and the Police Department regarding what appeared to be my statement of their ability to do their job properly, assumptions of impropriety with the police department and claims that I made were incorrect. They were not stated properly, and it was out of frustrations that I said what I said. Thank you"

Mayor Decker-

"The Common Council denounces the comments made by Councilman Siegel which do not represent the opinions or policies of the City of Port Jervis. The entire Council and myself fully support the entire Police Department including the Chief, the Administration, and rank and file members. This City, its elected officials, appointed officers, and employees do not support selective law enforcement nor any type of discriminatory practices."

- Arbor Day Announcement – Saturday April 30th 10:00 am at Port Jervis Transportation History Center 86 Pike Street
- Thank you to all the volunteers and Council members for the Earth Day Cleanup efforts.
- Tentative Assessment will be available May 1st on the city website. Grievance day is May 24th from 2-4pm and 6-8pm

Motion to adjourn at 7:36 pm. Motion M. Mann Second E. Miller
AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Next Meeting is scheduled for 6:30 pm on May 9, 2022, in-person in Council Chambers City Hall 20 Hammond Street, Port Jervis, New York.

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, April 25, 2022

6:30 pm Regular Session: Pledge of Allegiance

Public Hearing: ... continued Public Hearing on Local Law 4 of 2022 Remove Pole Building Restrictions

Presentation: Urban Forestry Presentation

Public Comment: 5-minute limit per person

BASED ON PUBLIC OFFICERS LAW ARTICLE 7

Executive Session: 105.1h (x5) - DPW Purchase/Sale Contractual (x2), 1 Barclay Contractual, 108 E Main St Contractual and Traffic Infraction Counsel Contractual
105.1f (x5) - DPW (x3), Building (x1) and Council (x1)

**Approval of Minutes: March 21, 2022 - Special Common Council Meeting
April 11, 2022 - Common Council Meeting
April 14, 2022 - Special Common Council Meeting**

Address Executive Session Material:

Business:

Foster: (POLICE/ADA) -	PBA Ratify Contract	Motion: Foster; 2 nd
Miller: (FINANCE) -	Bills to be Paid:	Motion: Miller; 2 nd
Fuller: (FEM) -		
Mann: (TOURISM/IDA)		
M. Decker: (PLANNING/ZONING) -		
Livingston: (DPW/CDA) -	CDBG Project Engineering Appointment Resolution	Motion: Livingston; 2 nd
	NYS DEC Urban Forestry Maintenance Resolution	Motion: Livingston; 2 nd
Simmons: (CODE)	Consideration LL 4 of 2022	Motion: Simmons; 2 nd :
	Intro/Set PH LL 5 of 2022 - MV Ser Stat reg w/NYS	Motion: Simmons; 2 nd :
	Intro/Set PH LL 6 of 2022 - Amend 206 Alarm Systems	Motion: Simmons; 2 nd :
Newhauser: (RECREATION)		
Siegel: (HOUSING) -		

Public Comment: 5-minute limit per person

Decker - Arbor Day Announcement Saturday, April 30th 10:00am at Port Jervis Transportation History Center 86 Pike Street

Adjournment: Motion: ;2nd:

CITY OF PORT JERVIS

INTRODUCTORY LOCAL LAW NO. 4 OF 2022

A LOCAL LAW AMENDING SECTION 535-29 OF THE CITY CODE OF THE CITY OF PORT JERVIS, NEW YORK TO PERMIT POLE BUILDINGS AND METAL-PANELED BUILDINGS IN ALL ZONING DISTRICTS WITHIN THE CITY

Be it enacted by the Common Council of the City of Port Jervis, County of Orange, State of New York, as follows:

Section 1. Statement of Intent

This Local Law is enacted to amend Port Jervis City Code Chapter 535 in order to remove a restriction on which zoning districts permit pole buildings and metal-paneled buildings. It is the intent of the City of Port Jervis Common Council to permit pole buildings and metal-paneled buildings in all zoning districts so long as said building meets all other specifications and requirements of the City Code and obtains any and all necessary approvals or reviews.

Section 2. Chapter 535, Article VIII Amended

The City of Port Jervis Code, Section 535-29 is hereby repealed and shall be replaced with the following:

Section 535-29 Pole buildings and metal-paneled buildings.

Pole buildings and metal-paneled buildings shall be permitted in all zoning districts in the City so long as said building meets all other specifications and requirements of the City Code or other applicable local, state and/or federal laws, rules or regulations. An applicant for such a building shall further obtain any and all necessary approvals or reviews from or by any government agency, department or body.

Section 3. Separability

If any part or provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this Local Law or the application thereof to other persons or circumstances, and the Common Council of the City of Port Jervis hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

Section 6. Repeal

All ordinances, local laws and parts thereof inconsistent with this Local Law are hereby repealed.

Section 7. Effective Date

This Local Law shall take effect immediately upon filing in the office of the New York State Secretary of State in accordance with section 27 of the Municipal Home Rule Law.



Steven M. Neuhaus
County Executive

Orange County Department of Planning

124 Main Street
Goshen, NY 10924-2124
Tel: (845) 615-3840
Fax: (845) 291-2533

Alan J. Sorensen, AICP
Commissioner

www.orangecountygov.com/planning
planning@orangecountygov.com

County Reply – Mandatory Review of Local Planning Action as per NYS General Municipal Law §239-l, m, &n

Local Referring Board: City of Port Jervis Common Council
Applicant:

Referral ID #: PJC03-22M

Local File #:

Tax Map #: City-wide

Project Name: Adoption of Local Law Amending Zoning Code

Proposed Action: Introductory Local Law No 4 of 2022

Reason for County Review: Amendment of local law, as per §239-m

Date of Full Statement: April 14, 2022

Comments:

The Department has received the above referenced Local law to permit pole buildings and metal-paneled buildings in all zoning districts within Port Jervis, Orange County, New York and has found no evidence that significant intermunicipal or countywide impacts would result from its approval.

County Recommendation: Local Determination

Date: April 21, 2022

Prepared by: Jessica Ridgeway
Planner


Alan J. Sorensen, AICP
Commissioner of Planning

As per NYS General Municipal Law 239-m & n, within 30 days of municipal final action on the above referred project, the referring board must file a report of the final action taken with the County Planning Department. For such filing, please use the final action report form attached to this review or available on-line at www.orangecountygov.com/planning.



Steven M. Neuhaus
County Executive

Orange County Department of Planning

124 Main Street
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CITY OF PORT JERVIS

Accounts Payable

4/25/2022

Council Meeting

1 General Fund	\$374,613.03
2 Water Fund	\$62,530.66
3 Sewer Fund	\$11,907.51
4 Capital Fund	\$3,823.72
5 Trust and Agency	\$19,685.00
Total	<u>\$472,559.92</u>

GENERAL, WATER & SEWER FUNDS

Global Montello Group (Gas & Diesel)	\$18,386.02
NYS Employee Health Insurance	\$261,767.92
Orange County Landfill	\$27,470.33
Orange & Rockland	\$36,432.80

CAPITAL FUND

Farr Engineering	\$3,141.12
Lowe's	\$251.28
Times Herald Record	\$202.10
Pitney Bowes - Lead Service	\$229.22



CITY OF PORT JERVIS, NY

Department of Public Works
1 Franklin Street, Port Jervis, NY 12771

Steven R. Duryea
Director

(845) 858-4006
Facsimile

(845) 858-4000
Telephone

Common Council Update

April 25th 2022

1. **Garbage and recycling will be on its normal schedule for the week of April 25th . The week of May 2nd all garbage/recycling will be on its normal Schedule. There will be no paper pickup week of April 25th. Paper pickup will resume the week of May 2nd**
2. The 2022 Garbage schedule is available on the city website at www.portjervisny.org or by emailing the DPW office at dpwclerk@portjervisny.gov .
3. The leaf pile and brush pit are open also Every Monday Leaf pickup resume until completed
4. St. sweepers started and will continue for the next several weeks
5. Continue with maintenance of underpass
6. Sewer Relining will start the week of April 25th
7. Maintenance of roads continues (In house Blacktop)

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS NYS HCR
CDBG Project #938PR4-20 Engineering Services**

WHEREAS, the City of Port Jervis was awarded a \$1M Community Development Block Grant # 938PR4-20, for Phase 2 of the Port Jervis Wastewater Rehabilitation Project by New York State Homes and Community Renewal (commonly referred to as “Trenchless 2”); and

WHEREAS, an RFP for Engineering Services as approved by the Port Jervis Common Council, was advertised in the Times Herald Record, posted on the city website, and sent to qualified M/WBE engineering firms; and

WHEREAS, only one response was received as submitted by Farr Engineering for \$40,000, all inclusive; and

WHEREAS, this bid was reviewed by NYS HCR and approved for Port Jervis DPW Director Duryea’s review; and

WHEREAS, that review has been completed and the candidate has been determined to be experienced, qualified and eligible to fulfill the obligations as set forth,

NOW, THEREFORE, it is hereby

RESOLVED, that the Common Council of the City of Port Jervis does hereby approve the contracting of Farr Engineering for this project, and it is further

RESOLVED, that the Mayor or his designee, is hereby authorized and directed to execute the resulting contract as reviewed and approved by City legal counsel.

Motion by D. Livingston

Second by: R. Foster

Regis Foster	1st Ward	AYE
Elizabeth Miller	1st Ward	AYE
Maria Mann	2nd Ward	AYE
Misty Fuller	2nd Ward	AYE
Denis Livingston	3rd Ward	AYE
Michael Decker	3rd Ward	AYE
Timothy Simmons	4th Ward	AYE
Melissa Newhauser	4th Ward	AYE
Stanley B. Siegel	Councilman-At-Large	AYE

DATED: April 25, 2022



City Clerk Treasurer



CITY OF PORT JERVIS, NY

Department of Public Works
1 Franklin Street, Port Jervis, NY 12771

Steven R. Duryea
Director

(845) 858-4006
Facsimile

(845) 858-4000
Telephone

To: Denis Livingston, Councilman and DPW Liaison Chairman

Cc: Mayor Kelly Decker

Valerie Maginsky, Director Port Jervis CDA

Laura Quick, City Clerk-Treasurer

From: Steve Duryea, DPW Director

Re: CDBG Phase 2 Sewer Lining Grant – Engineering Services
Recommendation of Award for Engineering Services

The city received a **CDBG Grant** to continue the sewer lining project in the city in the amount of approximately \$1,000,000 including construction cost, engineering, and administration. The grant is being funded by CDBG. This project is being considered Phase 2 of the sewer lining program. The project will begin the end of April and must be completed by March 2023.

The CDBG grant required that the city solicit Request for Proposals for engineering services. An advertisement was placed in the City's official paper. One proposal was received by the City Clerk-Treasurer.

The following is a summary of the proposal costs received:

1. Farr Engineering – City of Port Jervis, NY	\$40,000
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The budgeted amount in the grant was \$50,500 for engineering services. Farr Engineering's proposal is below the budgeted amount. The Principal for Farr Engineering has provided the city with engineering services for the Phase 1 Sewer Lining project with great success.

I recommend that the Common Council retain to Farr Engineering to provide the necessary engineering for the project in the amount of \$40,000.

Regards

2022-0425-025

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS NYS HCR
NYS DEC Urban Forestry Maintenance Grant Round 15 - Certified Arborist**

WHEREAS, the City of Port Jervis was awarded a Round 15 Urban Forestry grant DEC1-UCF2201900108 for \$35,000 with a 25% (\$8,750 in-kind match) from the New York Department of Environmental Conservation for removal and pruning of high and medium risk trees; and

WHEREAS, the City did not receive any bids from its advertised RFP or direct solicitation for tree contracting services; and

WHEREAS, Sequoia Tree Service, with a certified arborist as owner/operator provided a review and proposal which was subsequently reviewed and approved by NYS DEC for \$35,000 which is within the City's procurement limit for direct purchases,

NOW, THEREFORE, it is hereby

RESOLVED, that the Common Council of the City of Port Jervis does hereby approve the contracting of Sequoia Tree Service, for this project, and it is further

RESOLVED, that the Mayor or his designee, is hereby authorized and directed to execute the resulting contract as reviewed and approved by City legal counsel.

Motion by D. Livingston

Second by: M. Decker

Regis Foster	1st Ward	AYE
Elizabeth Miller	1st Ward	AYE
Maria Mann	2nd Ward	AYE
Misty Fuller	2nd Ward	AYE
Denis Livingston	3rd Ward	AYE
Michael Decker	3rd Ward	AYE
Timothy Simmons	4th Ward	AYE
Melissa Newhauser	4th Ward	AYE
Stanley B. Siegel	Councilman-At-Large	Abstain

DATED: April 25, 2022



City Clerk Treasurer



SEQUOIA TREE SERVICE

- A CUT ABOVE THE REST -

FRAN STOVEKEN
425 Route 6 & 209 Suite A, Milford, PA 18337
(570) 828-2536

Email us at sequoiaservice@aol.com

Please contact us with any questions 6 days a week 8-5 P.M.
Please note that all estimates are described facing the front of your home
and valid for 90 days.

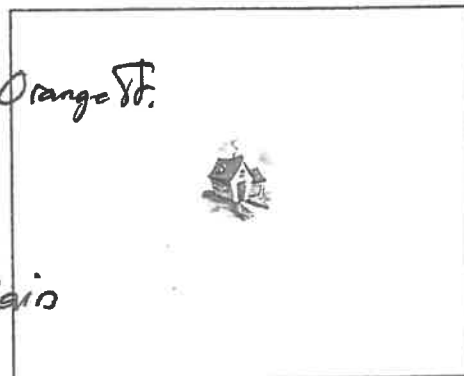
We WILL Call
You Back And We
WILL Show Up!

All Sequoia Equipment powered by



STIHL

Take down 15" Maple @ #2 Minisink Ave.
Take down 24" Norway and grind stump @ #6; #12 Orange St.
Take down 20" Mulberry @ #81 King St.
Take down 48" Maple @ 38 Hammond St.
Take down 28" Ash @ 279 W. Main
Take down 23" Brimston King @ 257 W. Main
* We would also spend a day removing
trees from the creamery to the beach.



- Any Special Requests by the Customer/Homeowner must be in writing -

1. *The work noted above will be completed for the sum of \$ 35,000 Plus Tax.
-This includes A. Removal of wood Yes No Cut Into 18"
B. Brush Removal Yes No
C. Stump Grinding Yes How Many ALL No
including removal and topsoil, seed & straw.

- If wood is not to be removed it will be left at the base of the tree unless otherwise mentioned in the above estimate.
- All stumps will be cut as low as they can be without damage to our equipment. If stumps are to be ground, all wood grindings will be left at the base of the tree in a neat fashion unless otherwise mentioned in the above estimate.
- If the property owner does not make payment as set fourth in this agreement and it becomes necessary for Sequoia Tree, Inc. to submit the matter for collection by an attorney, then the owner of the property will be charged the collection fee of 50% of the total amount due.
- 4/22/2022 5. ~~One third deposit due at signing, balance due day of completion.~~ Invoice will be approved for payment by the Port Jervis Common Council.
- 4/22/2022 6. ~~Sequoia Tree, Inc. reserves the right to dishonor any contract at any time.~~ Stricken
7. Any town ordinances or permit requirements are the owner's responsibility.
8. Any cancellations will be accessed a 10% fee once the the customer signed.
- 4/22/2022 9. ~~A 3% charge of the total due will be added for credit card use. Visa/MC/Amex.~~ Payment will be made by check following approval (#5 above).
10. Jobs may be completed without homeowner present.
11. Pruning is completed per arborist discretion.

-If you accept all terms and agreements please fill out the form below. Work will not be done without a property signed contract.
We look forward to working for you.

Contract Information

*Customer Name: City of Port Jervis c/o Jim Farr - Farr Engineering
*Evening Phone: _____ *Cell: 914-474-1980
*Email: j.farr@farr-engineering.com
*Job Site Address: _____
*Mailing Address: PO Box 302 Port Jervis NY 12771 *Estimate: 4/1/22
*Customer Signature: X *Date: / /

All items marked with an * must be filled out - Thank You for choosing Sequoia Tree Service



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/8/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER NTI GROUP 2250 Erin Court Lancaster, PA 17601	CONTACT NAME: PHONE (A/C, No, Ext): (717) 397-1171		FAX (A/C, No): (717) 397-3960
	E-MAIL ADDRESS: philr@ntigroup.net		
INSURED Sequoia Tree, Inc. P O Box 553 412 Silver Lake Road Dingmans Ferry, Pa 18328	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: American Interstate Insurance		24759
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N Y	N/A SVWCPA303056 2021	10/1/2021	10/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER City of Port Jervis 20 Hammond Street Port Jervis NY 12771	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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CITY OF PORT JERVIS
INTRODUCTORY LOCAL LAW NO. 5 OF 2022

**A LOCAL LAW AMENDING SECTION 535-87 OF THE CITY CODE OF THE CITY
OF PORT JERVIS, NEW YORK TO ADD A SUPPLEMENTARY REQUIREMENT
THAT MOTOR VEHICLE SERVICE STATIONS MUST BE REGISTERED WITH THE
NEW YORK STATE DEPARTMENT OF MOTOR VEHICLES AS A SITE
DEVELOPMENT PLAN CONDITION**

Be it enacted by the Common Council of the City of Port Jervis, County of Orange, State of New York, as follows:

Section 1. Statement of Intent

This Local Law is enacted to amend Port Jervis City Code Chapter 535 in order to require motor vehicle service stations within the City to be registered as a repair facility with the New York State Department of Motor Vehicles in accordance with New York State Vehicle and Traffic Law §215 and Part 82 of the Regulations of the New York State Commissioner of Motor Vehicles as a condition to site plan approval. The registration requirement for service stations is in the overall best interests of the health, safety and general welfare of the public as such facilities must abide by New York State requirements prior to maintaining and repairing vehicles that traverse local roads.

Section 2. Chapter 535, Article XVI Amended

The City of Port Jervis Code, Chapter 535-Zoning, Article XVI-Conditional Use Standards, §535-87 entitled "Motor Vehicle Service Stations" is hereby amended to add the following subsection "F":

"F. It shall be a condition noted on every site development plan that no operations shall commence at the motor vehicle service station until the owner or operator of the station provides documentary evidence to the appropriate City officials (i.e. Building Department and/or Fire Inspector) that the station has been properly registered with the New York State Department of Motor Vehicles as a repair facility in accordance with New York State Vehicle and Traffic Law §215 and Part 82 of the Regulations of the New York State Commissioner of Motor Vehicles. This condition shall also apply to any subsequent individual or entity that utilizes the site as a motor vehicle service station following initial approval. Any such successor operator of the site shall have ninety (90) days from the date of transfer from the prior owner/operator to provide evidence of registration to the City."

Section 3. Separability

If any part or provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this Local Law or the application thereof to other persons or circumstances, and the Common Council of the City of Port Jervis hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

Section 6. Repeal

All ordinances, local laws and parts thereof inconsistent with this Local Law are hereby repealed.

Section 7. Effective Date

This Local Law shall take effect immediately upon filing in the office of the New York State Secretary of State in accordance with section 27 of the Municipal Home Rule Law.

CITY OF PORT JERVIS ⁶
INTRODUCTORY LOCAL LAW NO. 6 OF 2022

**A LOCAL LAW AMENDING THE CITY OF PORT JERVIS CODE CHAPTER 206
ENTITLED “ALARM SYSTEMS”**

Be it enacted by the City Council of the City of Port Jervis, County of Orange, State of New York as follows:

Section 1 Intent & Purpose.

The purpose of this local law is to update and amend Chapter 206 entitled “Alarm Systems” of the City of Port Jervis Code to make it a requirement that any property within the City that have police or fire alarm systems installed pursuant to this Chapter has a local agent available should that alarm system signal be triggered. The requirement to have a local agent available to respond to an alarm in the City of Port Jervis is in the overall best interests of the health, safety and general welfare of the public as it provides additional support to law enforcement and/or fire department personnel who must respond to alarms when no landlord and/or business owner is present to grant access to such property. In addition, this local law requires all alarm systems owners to notify the City Bureau of Fire Prevention when a system is switched from active to standby status when the building is unoccupied and to provide system access to the Fire Inspector.

Section 2 Amendments.

A. Chapter 206 of the City of Port Jervis Code shall be amended as follows:

Article I, Section 206-9 entitled “General provisions” shall be amended to include the following:

C. All holders of alarm devices subject to this Article I shall have a local agent of the property owner available to respond to an alarm in the City of Port Jervis. The contact information of such a local agent shall be included as part of the alarm holder’s application for a license pursuant to this Article. No license pursuant to this Article shall be issued without the Police Chief’s or his designee’s ability to confirm the location and contact information of the local agent. Any change in the local agent’s information shall be the alarm holder’s and/or property owner’s responsibility to update with the City and a failure to do so shall be a violation of this Chapter to be dealt in accordance with Section 206-15.

B. Subsection “R” of Article II, Section 206-20 entitled “General provisions” is hereby repealed and replaced with the following:

R. All fire alarm systems shall be registered with City of Port Jervis Bureau of Fire Prevention in accordance with this Article and the following:

i. All building owners having fire alarm systems shall also install a Knox Box secure key entry system. The Fire Department shall have the only keys to this system. The owner shall be responsible for updating the correct keys for storage.

ii. **All building owners having a fire alarm system shall provide, as part of its registration with the City of Port Jervis Bureau of Fire Prevention, the name and contact information of a local agent for said property. No registration shall be deemed complete pursuant to this Article without the written confirmation by the City Bureau of Fire Prevention that the location and contact information of the local agent is sufficient as determined in the City's sole discretion.**

a. **Any change in the local agent's information shall be the building owner's responsibility to update with the City. Any failure to do so shall be a violation of this Chapter and shall result in the issuance of an appearance ticket for the Port Jervis City Court and will be subject to the schedule of fines listed in Section 206-21(B).**

C. Article II, Section 206-20 entitled "General provisions" is hereby amended by adding the following subsection "T":

T. All building owners and/or business operators having fire alarm systems shall notify the City Bureau of Fire Prevention when a system is switched from active to standby status during times when the building is unoccupied and shall provide either physical or remote system access to the Fire Inspector during such times.

Section 3. Severability.

If any part or provision of this Local Law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this Local Law or the application thereof to other persons or circumstances, and the Common Council of the City of Port Jervis hereby declares that it would have passed this Local Law or the remainder thereof had such invalid application or invalid provision been apparent.

Section 4. Repeal.

All ordinances, local laws and parts thereof inconsistent with this Local Law are hereby repealed.

Section 5. Effective Date.

This Local Law shall take effect immediately upon filing in the office of the New York State Secretary of State in accordance with section 27 of the Municipal Home Rule Law.

Mayor

From: John Faggione
Sent: Friday, April 22, 2022 10:47 AM
To: Mayor; Melissa Newhauser
Cc: Clerk Treasurer
Subject: Rec. update for CC meeting on April 25, 2022

Parks update:

1. Parks and Playgrounds are open. Please help us by using garbage cans, dog waste bags and cans and notify the Rec. Office if there any issues that our Maintenance staff needs to address. Please call us or email us at 845-858-4045 or recreationdirector@portjervisny.gov. Thank you.
2. The Lights at Church St. Park basketball and tennis courts are turned on. They will shut off at 9 pm.
3. The gates at Church St. Park, The Dog Yard and Elks Brox Park are locked every night and opened every morning.

Youth Center update:

1. The Youth Center Recreation Room is open Monday-Friday from 3 pm- 6 pm when school is open.

Upcoming Special Events:

1. The 28th Delaware River 5K Run at Riverside Park on Sunday May 1 at 9 am. Registration for this race is open at www.delawareriver5krun.com. You also will be able to register race day at Riverside Park. More than 150 people have already registered!

Upcoming Field Trips: All trips will be taking a COACH BUS.

1. Casino Trip to Mohegan Sun Pocono on Saturday May 7. \$35.per person. 21 and older only. Only 15 seats remain.
2. Trip to Cooperstown NY and Baseball Hall of Fame on Friday July 8. \$65 per person.
3. NY Mets baseball game on Friday August 5. \$95 per person. Only 4 seats remain.
Please contact the Recreation office for more details to reserve your seat on any of these field trips. Call us at 845-858-4045 or email us at recreationdirector@portjervisny.gov.

Summer Recreation Program.

1. West End Beach is scheduled to open June 27, 2022. The beach schedule will be Monday-Thursday-Friday 12 pm- 6 pm and weekends 11 am- 6pm. The beach will be closed Tuesday and Wednesday. There is a \$10 parking fee for non-residents on weekends and 4th of July.
2. Summer Youth Program will start on Tuesday July 5, 2022. Programs will be held Monday-Friday between 9 am- 3pm at Church St., Riverside and the Youth Center.
3. Special events will include FREE outdoor movies and concerts at Riverside Park and FREE outdoor concerts at Farnum Park.

The next Recreation Commission meeting is schedule for this Wednesday May18 at 7 pm at the Youth Center.

John Faggione

Director of Recreation- City of Port Jervis
Office-845-858-4045
Fax-845-858-4016

FaceBook- PORT JERVIS RECREATION

Instagram- pjrecreation

CITY OF PORT JERVIS

P.O. BOX 1002
20 HAMMOND STREET
PORT JERVIS, NEW YORK 12771

DPW Meeting Minutes
April 4, 2022



Steven Duryea- Director DPW
Mark Muller- Asst DPW Director

Denis Livingston- Chairman DPW Committee
Regis Foster –Member
Melissa Newhauser – Member
Mike Decker – Member

Meeting called to order at 6:00 PM by Chairman Denis Livingston
Pledge of Allegiance

Attendance

Regis Foster- present
Liz Miller-present
Misty Fuller-present
Maria Mann-present
Stanley Siegel-present
Kelly Decker-present
Mike Decker- present
Denis Livingston-present
Tim Simmons-present
Melissa Newhauser-present.
Steven Duryea-present
Mark Muller-present
Mike Soboleski-present
Wayne Addy-present

Also in attendance- James Farr

NEW BUSINESS: Steve reported: Underpass maintenance has started due to the good weather.
Grass and leaf pickup will start April 4th. Tim asked if brush can be put in cans.
Steve stated that they can be.
Leaf pile is open Saturday from 7:30 until 11:45
Line striping will begin April 18th weather permitting.
Discussion on using 100% salt instead of salt and sand mixture.
Steve led discussion on part time employee.

OLD BUSINESS: Steve talked about the distribution of recycling cans
Suggestion to hand out the recycling cans the first and third Saturdays in May.
Jim Farr discussed the lead and copper rule survey Tim asked how the project will be done.
Jim explained the way the survey will work.
Adjournment. Regis made motion to adjourn at 6:25 PM
Stanley seconded motion
All voted in favor

Public Comment: No public comment

Public Hearing:

Approval of the Minutes:

Executive Session: Hoffman

New Business: Open positions: Bus Dispatcher

Part Time Bus Driver

City Hall Cleaning Person

Grant Updates: Lead and Copper received – next step commit to Farr engineering.

Bids for design proposals. New DPW Building

Lead and Copper rule: gaining access to residents, confusion and stress related to DPW

Old Business-- 14 Franklin Street

-- Pike Street red light

--Bio Diesel project

Off Street Parking

DPW Offices flooding

Public Comment:

Adjournment:



FIRE & EMERGENCY MANAGEMENT COMMITTEE



- Minutes -

Fire Chiefs

Keith Brown
Anthony Fuller
Jeffery Lewis

Monday, April 18, 2022 @ 6:30pm

Committee Chairman

Misty Fuller

Committee Members

Maria Mann
Stanley Siegel
Timothy Simmons

Emergency Management

Thomas Vicchiariello

Call to Order 6:31pm

Pledge of Allegiance

Members Present: Melissa Newhauser, Tim Simmons, Denis Livingston, Mike Decker, Maria Mann, Regis Foster, Misty Fuller, Keith Brown, Tony Fuller, Jeff Lewis, Kelly Decker

Public Comment: (5 minute limit per person).

Ginny Schouten, presented on Advanced Disaster Recovery, she is their local agent. They offer 24 hour assistance in the event of a disaster (fire, water, smoke, biohazard and mold clean up). They can assist residents with immediate housing, and necessities, in the event they are impacted by a disaster.

Approval of the Minutes: March 21, 2022

Fire Chief's Report:

Old Business:

- Rescue Support Vehicle – New expected delivery date is November 2022.
- Engine 1 replacement – underway.
- Locking the Gate @ Fire Training Center – All garbage has been cleared and gate should be locked by the upcoming weekend.
- Subcommittees
 - o Get Better Workgroup – date TBD.
 - o Central Fire Station Workgroup – update / next steps – On hold until the chiefs return from the firehouse design symposium at the end of May.

New Business:

- Street washing was a well organized success. Aprox. 122 man hours were donated to complete this in a timely manner and avoid as much disruption as possible.
- YTD 2022 Incidents are at 108, 2021 YTD was 86 total runs, which is trending at a 25% increase of the number of calls in 2021.
- With Brush season starting there is concern regarding Kolmar on the mountain. They placed mafia blocks around the entrance to keep vandals out but they are also keeping the fire department away from the area, this could potentially cause issues if there is a fire. Chief will reach out to building department to reach out to building owner.

Emergency Management Report:

Old Business: None

New Business:

Vehicle Maintenance: Vehicle maintenance is going well. There have been no additional OOS days for the apparatus.

Emergency Management:

Other:

Public Comment: *(5 minute limit per person)* None

Adjournment: 6:45pm

Next F&EM Meeting Monday, May 16, 2022 at 6:30pm, in the Council Chambers