

PROPOSED MINUTES
PORT JERVIS COMMUNITY DEVELOPMENT AGENCY
(PJCDA)
MEETING MINUTES
WEDNESDAY, January 24, 2024

Roll Call:

The January 24, 2024, PJCDA board meeting was called to order by Vice Chairman Russell at 7:02 p.m. at 134 Pike St., 2nd floor, Port Jervis, NY 12771.

Per Roll Call, the following members were present:

John Russell, Vice Chairman
Michael Talmadge, Treasurer
Jeffrey Rhoades
Colin O'Connell
Jacqueline Dennison

Absent:

Kristin Trovei, Chairwoman

Also present were:

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

Member(s) of the Public

One member of the public was present.

Reorganization 2024

Oaths of Office and Fiduciary Responsibilities

Following their term expirations on 1/31/24, on 1/22/24, Mayor Cicalese appointed community members Mr. Russell to a one-year PJCDA term (expiration Jan. 31, 2025) and Mr. Talmadge to a two-year term (expiration Jan. 31, 2026). (Community member Ms. Trovei's three-year term expires Jan. 31, 2026.)

Port Jervis council members, Mr. Rhoades, Ms. Dennison's and Mr. O'Connell's PJCDA terms expire on December 31, 2025, with their current council terms.

Oaths of Office were administered by Matthew Witherow, Esq. to all PJCDA members assembled. All members signed their Oath of Office forms and Matthew Witherow, Esq. notarized the same. Fiduciary Responsibility forms were signed by all assembled members.

Election of Officers

For the new term beginning February 1, 2024, Vice Chairman Russell made the motion to nominate Kristin Trovei as Chairwoman, himself as Vice Chairman, Michael Talmadge as Treasurer and Jeffrey Rhoades as Secretary. The motion passed:

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

Bank Signatories

Jeff Bank signatories will be Kristin Trovei, Michael Talmadge, Jeffrey Rhoades, Jacqueline Dennison, Colin O'Connell:

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

MINUTES

The December 20, 2023, meeting minutes were reviewed and approved:

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

FINANCIALS**A. Administrative Bills**

E.D. Maginsky reviewed the administrative bills in the amount of **\$35,523.73**. Total current admin balance is **\$758,855.87**. A motion was made to approve payment of the bills in the amount of **\$35,523.73**.

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

B. Monthly Financial Report

All bills received have been paid accordingly. A motion was made to accept all financial reports.

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

SECTION 8 & DIRECTOR'S REPORT

Administrator Goetz presented the January 2024 Section 8 report for review and comment. Leased HCV: 198, Leased Mainstream: 35, HAP, Mainstream, FSS Payments: \$174,835, Total Admin received: \$22,860. With all eligible waitlist applications, 387 families are on the waitlist.

Four (4) waitlisted families are seeking housing.

End-of-year 1099's, etc., are in process. HOTMA changes will be disseminated to tenants and landlords. SEMAP 9Section 8 Management and Assessment Program) is due by February 29, 2024.

The Section 8 monthly report was approved:

Motion: Mr. Rhoades 2nd: Mr. Connell

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

Motion: Mr. Rhoades 2nd: Mr. Connell

COMMUNICATIONS

Notice of the 2/14/24 NYS DOT Administrative Hearing, from 11:00 AM to 4:00 PM, in the Council Chambers at 20 Hammond St., regarding the establishment of a public at-grade crossing was provided by E.D. Maginsky.

The December 2023 approved LOS for a Town of Deerpark construction of a Shen Yuen theater construction grant application, was sent by E.D. Maginsky. She was notified that this project was on hold.

A 2024 Mid-Hudson Small Business Development Corp. (SBDC) letter of support (LOS) an in-kind contribution of \$1,200 was presented and approved for transmittal:

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

OLD BUSINESS –

- FY 2014 Housing NOFA – AHC- Annual outreach to participant homeowners is due.
- NY RESTORE - \$120k to demo 6 city owned dwellings Round 5 to be completed –
- NYS DEC WQIP – Land Acquisition – Progress report for 2023Q4 is due.
- NYS DRI – Awarded 3/21/23 - \$10M – The Strategic Investment Plan is in NYS review.
- USDA Forest Service Urban and Community Forestry – No update

