

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 January 8, 2024, at 6:30 p.m.

Attendance-

Jason Vicchiariello	1st Ward	Present
Colin O'Connell	1st Ward	Present
Misty Fuller	2nd Ward	Present
Maria Mann	2nd Ward	Present
Jeffrey Rhoades	3rd Ward	Present
Vacant		
Jacqueline Dennison	4th Ward	Present
Stanley Siegel	4th Ward	Present
Michael Hockenberry	Councilman-At-Large	Present
Dominic Cicalese	Mayor	Present

Also present :

City Clerk-Treasurer Laura Quick and William Frank, Esq
The meeting opened at 6:30 pm by Mayor Cicalese.

Pledge of Allegiance- Mayor Cicalese led all present in the Pledge of Allegiance.

Public Hearing- Proposed LL 1 of 2024 – Extend Cannabis Moratorium.

- 6:31pm: Motion to open public hearing by J. Vicchiariello second M. Hockenberry. Corporation Counsel Discussion, W. Frank – This law is to extend the existing moratorium on the approval of smoke shops and cannabis retail shops for an additional six months . Council Discussion: S. Siegel – we should extend the law.
Public Discussion –
 - Vern Lazaroff, Esq. – Filed a hardship application for Green Port Smokeshop ,INC to operate a retail tobacco store in the city limits.
 - Janice Vicaretti – Port Jervis Pharmacy. The state is approving licenses in mid-January and can take up to six months. Is the new moratorium six months or up to six months. W. Frank – up to six months depending on when the council adopts a new law.

Motion to close the public hearing by J. Rhoades second by S. Siegel – all in favor.

Public Hearing- Proposed LL 2 of 2024 – Real Property Exemption for first responders.

- 6:40pm: Motion to open hearing by J. Rhoades second J. Vicchiariello- all in favor. The state law was written for primary residences , not for rentals, and is a 10% tax break.
6:42 pm: Motion by J. Vicchiariello close the public hearing second by J. Rhoades - all in favor.

Public Hearing- Proposed LL 3 of 2024 – Create Article 3 Chapter 430 Sort term rental.

- 6:43pm: Continuation of public hearing. W. Frank – this public hearing should be continued, the Planning board is meeting on January 16, 2024 to review and make recommendations to the Council and Code Committee.

Presentation - None.

Mayor Appointments and Reorganization-

- **DPW:** Michael Hockenberry – *Chairperson* Colin O’Connell, Misty Fuller, Maria Mann
- **Police:** Jason Vicchiariello – *Chairperson* Jacqueline Dennison, Maria Mann, Misty Fuller
- **F&EM:** Jeffrey Rhoades – *Chairperson* Stanely Siegel, Misty Fuller, Colin O’Connell
- **Code:** Jason Vicchiariello – *Chairperson* Jacqueline Dennison, Stanely Siegel, Maria Mann
- **Finance:** Misty Fuller – *Chairperson* Michael Hockenberry, Maria Mann, Jeffrey Rhoades
- **Negotiation:** Michael Hockenberry – *Chairperson* Stanley Siegel, Misty Fuller, Jeffrey Rhoades
- **Liaisons:**
 - Colin O’Connell – *Zoning/Planning*
 - Maria Mann – *IDA*
 - Jacqueline Dennison – *CDA*
 - Colin O’Connell – *CDA*
 - Jeffrey Rhoades – *CDA*
 - Stanley Siegel – *Housing*
 - Michael Hockenberry – *ADA*
 - Colin O’Connell – *Recreation*
 - Stanley Siegel – *Senior Advisor*
 - Will Frank – *Corporation Council 2024-2025*

Mayor Cicalese –

- Motion to approve reappointment of Will Frank, esq for a two year at will appointment by M. Hockenberry second by S. Siegel – all in favor.
- Motion to approve the Annual appointment of Fire police for a one-year term effective February 1, 2024 by J. Vicchiariello second by J. Rhoades – all in favor. S. Siegel abstained.
- Motion to appoint Kiel Van Horn as the Port Jervis City Court Judge by M. Hockenberry second by M. Mann – all in favor.

Public Comment- None.**Executive Session- 7:16 pm**

A motion by J. Rhoades second J. Vicchiariello to enter executive session inviting HR Darla Shields based on Public Officers Law Article 7 –

- 105.1-f Personnel (x1)
 - 105.1-h – Contractual (x1)
- AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

7:16 pm A motion was made by M. Mann to return from executive session second by M. Hockenberry

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

Approval of Minutes- None**Executive Session Material-**

- Motion to payout 10 unused vacation days at the 2023 salary rate for employee # 211 by M. Hockenberry second M. Fuller
- AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Regular Business-**J. Vicchiarriello - CODE**

- Motion to adopt Local Law 1 of 2024- Extend Moratorium on Cannabis second M. Mann
AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to adopt Local Law 2 of 2024- Real Property Exemption second J. Rhoades
AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve resolution 2024-0108-006 Pole Barn Bid Award second M. Hockenberry
AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

C. O'Connell - Recreation - No Recreation update**M. Fuller - Finance -** The next Finance meeting will be February 28, 2024 at 6pm.

- Motion to approve Accounts Payable Warrant dated 12/27/2023 second by J. Rhoades.
AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

M. Mann - Tourism-

Tourism board has not met since their last meeting. Congratulations to the winners & all who entered in the 2023 Holiday Lighting Celebration Contest!

Festive Category Winners:

First Place Winner - 84 Hammond Street

Second Place Winner- 92 Orange Street

Third Place Winner - 5 Pine Street

Traditional Category Winners:

First Place Winner- 15 Reservoir Avenue

Second Place Winner- 6 Pine Street

Third Place Winner -17 Mechanic Street

The next tourism meeting will be held on Wednesday February 14th @7pm here in the council chambers. Anyone with any further inquiries may email tourism chair Laura Meyer at floralaurapj@yahoo.com

M. Mann - IDA-

The IDA has not met since their last meeting. Their next scheduled meeting will be held on February 19 @ 6pm here in the council chambers.

IDA will reschedule February 19, 2024 falls on Washington's Birthday.

J. Rhoades - FEM- The next FEM meeting will be on February 19, 2024 at 7pm

- Motion to remove Kevin J. Mckeon (deceased 12/1/23) second by S. Siegel
AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to remove Charles B. chant III (deceased 12/7/2023) second by M. Hockenberry
AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve inter-department transfer Gary W. Predmore second by C. O'Connell
AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve inter-department transfer Thomas N. Enright second by M. Fuller
AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve re-appointment of driver Robert J. Waligroski second by M. Fuller
AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve re-appointment of probationary student driver Daniel A. Vankleek second by M. Hockenberry
AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

- Motion to approve Tri-States event Superbowl party on 2/11/2024 second by J. Vicchiariello
- AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve Excelsior #5 event Superbowl party on 2/11/2024 second by C. O'Connell
- AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

S. Siegel – Housing/Veterans

- Housing will meet on January 23, 2024 at Hillside Terrace.
- Senior club – 1/10, 1/24 at 1:30 pm Fellowship Hall
- Helpful websites aging.ny.gov and seniornews.com
- Flu Shots for Veterans now available at the clinic
- Access 23 – Old equipment needs to be hooked up to the new system.
- A JFK Quote “"Let us not despair but act. Let us not seek the Republican answer or the Democratic answer but the right answer. Let us not seek to fix the blame for the past - let us accept our own responsibility for the future." -- Speech at Loyola College Alumni Banquet, Baltimore, Maryland, 18 February, 1958

J. Dennison - CDA- No report.

M. Hockenberry - DPW-

- Garbage and recycling on the week of January 8th will be picked up on its normal schedule. The week of January 15th garbage will be picked up one day later in all wards due to Martin Luther King Jr Holiday. The week of January 8th and January 15th paper pickup will be on its normal scheduled day.
- The 2024 Garbage schedule is available on the city website at www.portjervisny.gov or by emailing the DPW office at dpwclerk@portjervisny.gov .
- Compost Pile and Dump Tickets will be suspended until April.

Mayor Cicalese –

- Motion to approve Hudson Valley Pattern for Progress annual dues of \$450 by S. Siegel second J. Vicchiariello – all in favor.
- Motion to approve liquor license and waive 30-day notice for the Reserve Bar LLC M. Hockenberry second C. O'Connell – all in favor.
- Accept Donn Copa resignation from the Zoning Board of Appeals with regret and appoint Timothy Simmons as a replacement for the open term ending 1/31/2027.
- Appoint Kelsey Farr to the Planning Board for the open term ending 1/31/2025.
- Motion to approve resolution 2024-0108-002 by J. Vicchiariello second by J. Rhoades
AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve resolution 2024-0108-004 by M. Fuller second by M. Hockenberry
AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve resolution 2024-0108-001 by J. Vicchiariello second by J. Rhoades
AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve resolution 2024-0108-003 by J. Vicchiariello second by M. Hockenberry
AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

7:40 pm - Motion to adjourn by S. Siegel second M. Hockenberry – 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, January 8, 2024 - 6:30 pm Regular Session:

Pledge of Allegiance / Roll Call

Public Hearing:

(Continue) PH for 1/8 for LL 3 of 2024 Create Article 3 Ch 430 Short Trm Rent
OPEN: Motion: 2nd CLOSE: Motion: 2nd

Presentation:

NONE

Mayor Appointment:

Bi-Annual Appointments and Reorganization

Public Comment:

5-minute limit per person

BASED ON PUBLIC OFFICERS LAW ARTICLE 7

Executive Session:

Approval of Minutes:

Dec 11, 2023 – Common Council Meeting Minutes

NO APPROVAL POST ONLY

Address Executive Session Material:

105.1-f – Personnel (x1)

105.1-h – Contractual (x1)

Regular Business:

Vicchiariello: (CODE & POLICE) -

Consideration LL 1 of 2024 Extend Moratorium on Cannabis Motion: **CODE CH**; 2nd
Consideration: LL 2 of 2024 Real Property Exemptions for FirstMotion: **CODE CH**; 2nd
Consideration: LL 3 of 2024 Create Article 3 Ch 430 Short Trm Motion: **CODE CH**; 2nd
Consideration Resolution Amend Bid – Pole Barn Motion 2nd

(POLICE) -

O'Connell: (PLANNING & ZONING) –

Fuller: (FINANCE) –

Mann: (TOURISM) -

Rhoades: (FIRE) –

Siegel: (HOUSING/VETERANS) -

Dennison: -

Hockenberry: (DPW) –

Mayor Cicalese:

Consideration: Annual Pattern for Progress Membership
Consideration: The Reserve Bar LLC Applicant Approval
Resignation – Zoning Board

Motion: 2nd

Motion: 2nd

Adjournment:

Motion: 2nd

2024 Port Jervis Committee Appointments

DPW: Michael Hockenberry – *Chairperson*
Colin O’Connell
Misty Fuller
Maria Mann

Police: Jason Vicchiariello - *Chairperson*
Jacqueline Dennison
Maria Mann
Misty Fuller

F&EM: Jeffery Rhoades – *Chairperson*
Stanley Siegel
Misty Fuller
Colin O’Connell

Code: Jason Vicchiariello - *Chairperson*
Jacqueline Dennison
Stanley Siegel
Maria Mann

Finance: Misty Fuller – *Chairperson*
Michael Hockenberry
Maria Mann
Jeffery Rhoades

Negotiation: Michael Hockenberry – *Chairperson*
Stanley Siegel
Misty Fuller
Jeffery Rhoades

Liaisons: Colin O’Connell – *Zonning/Planning*

Maria Mann – *IDA*

Jacqueline Dennison – *CDA*

Colin O’Connell – *CDA*

Jeffery Rhoades – *CDA*

Stanley Siegel – *Housing*

Michael Hockenberry – *ADA*

Colin O’Connell – *Recreation*

Stanley Siegel – *Senior Advisor*

Will Frank – *Corporation Council 2024-2025*

LAW OFFICES OF KIEL VAN HORN, PLLC

18 E. Broome Street • P.O. Box 814 • Port Jervis, NY 12771 • (845) 858-0990*

Fax (845) 856-2118 • kiel@kielvanhorn.com*

Kiel Edward Van Horn, Esquire

Admitted to practice in Massachusetts, New York & Pennsylvania.

** Not for service of process without prior authorization.*

City of Port Jervis
Mayor and Common Council
20 Hammond Street
Port Jervis, New York 12771

October 26, 2023

Re: *City Judge Upcoming Vacancy*

Dear Mr. Mayor & Common Council Members,

Please allow me to premise this letter by acknowledging the upcoming November election is likely to create a vacancy in the Port Jervis City Court, as Judge Hendry is unopposed on the ballot for Family Court Judge. While I understand the opportunity to appoint a successor to fill his vacancy will not arise until such time as Judge Hendry is sworn in or submits his resignation, I want my intentions clear: I am interested in and shall seek appointment for the year 2024 and I fully intend to run for election for the Port Jervis City Court Judge position next fall.

I possess the necessary qualifications and experience for the position. I am a resident of the City of Port Jervis and an attorney in private practice with an office in the city. I was born and raised in Port Jervis, having operated a solo practitioner law firm here since January 2016. My law practice is engaged in relevant civil and criminal aspects of the law, in City Court and courts around Orange County, and I have extensive trial experience litigating both jury and bench trials in many jurisdictions.

In addition to my legal experience, I served on the Common Council and have successfully campaigned for office in Port Jervis. I plan to use these skills and experiences campaigning for Port Jervis City Court Judge in 2024.

The role of a City Court Judge is diverse and my qualifications and credentials make me an excellent candidate for your consideration. My resume is attached hereto.

Thank you for your time and attention.

Sincerely,


Kiel Van Horn, Esq.

KIEL EDWARD VAN HORN

18 E. Broome Street • P.O. Box 814 • Port Jervis, NY 12771 • (845) 858-0990 • kiel@kielvanhorn.com

BAR CERTIFICATIONS

Commonwealth of Massachusetts	November 2011
State of New York	January 2012
United States District Court – Massachusetts District	April 2012
United States District Court – Southern District of New York	June 2014
Commonwealth of Pennsylvania	August 2018

EDUCATION

Suffolk University Law School <i>Dean's List 2009–2011, Juris Doctor</i>	Boston, MA May 2011
Emerson College <i>Bachelor of Fine Arts in Writing, Literature, and Publishing</i>	Boston, MA May 2005

LEGAL EXPERIENCE

- Kiel Van Horn Law Office, PLLC** Port Jervis, NY
Principal Attorney December 2016 – Present
- Founded a solo lawyer firm following the election of my predecessor to Orange County Family Court.
 - Representing clients in a wide variety of legal matters, from criminal law and general civil litigation to family/matrimonial matters as well as trusts and estates and personal injury, all through the litigation process, from drafting the complaint, dealing with discovery issues and motion practice, to trial.
- Victoria B. Campbell Law Office P.C.** Port Jervis, NY
Associate Attorney March 2014 – December 2016
- Assisted principal attorney with legal research, coordinating with clients and other attorneys, drafting motions, and appearing in court on behalf of the law firm.
- Office of the Attorney General** Boston, MA
Temporary Legal Analyst/Attorney February 2012 – April 2012
- Worked with assistant attorneys general and other legal analysts of the Insurance and Financial Services Division, investigating unfair and deceptive acts and practices of for-profit colleges.
- White & Associates** Boston, MA
Legal Intern – Criminal Defense January 2011 – April 2011
- Wrote motion to appeal and memorandum submitted to the Massachusetts Supreme Judicial Court on the constitutionality of wiretapping cellular phone conversations.
 - Drafted trial motions and memoranda of law submitted to various district and municipal courts.
- Office of the Counsel to the Senate of the Commonwealth of Massachusetts** Boston, MA
Legal Intern May 2009 – April 2010
- Conducted legal research and composed memoranda on questions of law for the Counsel to the Senate and members of the Senate, on topics ranging from casino-enabling legislation to conflicts of interest.
-

PUBLIC OFFICE EXPERIENCE

- Councilman, Second Ward** Port Jervis, NY
City of Port Jervis Common Council September 2016 – July 2017
- Attended city council meetings, committee meetings, and budget workshops; negotiated with other council members on city business, including personnel matters. Resigned due to conflict of interest issues between city council position and the continued practice of law in city court.
-

INTERESTS

Reading, skiing, cooking, baseball, creative writing, scuba diving, mountain biking.

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS AUTHORIZING THE CHIEF OF POLICE TO ACCEPT A BID FOR THE CONSTRUCTION OF A POLICE TRAINING FACILITY POLE BARN STRUCTURE.

WHEREAS, the Common Council of the City of Port Jervis previously authorized the Chief of Police to solicit bids from contractors in connection with the first phase of construction of a pole barn to be used as weapons range training facility (the "Project"); and

WHEREAS, all submitted bids were solicited, opened and reviewed under the supervision of John Fuller, P.E., on behalf of the City; and

WHEREAS, the City is required under New York State Law to award such a contract to the lowest responsible bidder; and

WHEREAS, the lowest responsible bidder has been identified by the City's Consulting Engineer;

NOW, THEREFORE, IT IS HEREBY

RESOLVED, that the Common Council of the City of Port Jervis hereby authorizes and directs the Chief of Police to accept the following bid for the Project, which is annexed hereto:

Pioneer Pole Buildings, Inc.-Edison, Schuylkill, PA: \$61,482.00, and it is further

RESOLVED, that the Mayor, or his designee, is hereby authorized to execute all documentation necessary to effectuate the intent of this Resolution, subject to approval of the form and content of such documentation by the Corporation Counsel and the City's Consulting Engineer.

PASSED AND ADOPTED on this 8th day of January, 2024.

Motion by: J. Vicchiariello

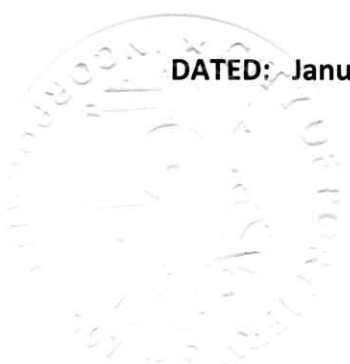
Second by: M. Hockenberry

Jason Vicchiariello	1st Ward	AYE
Colin O'Connell	1st Ward	AYE
Maria Mann	2nd Ward	AYE
Misty Fuller	2nd Ward	AYE
Vacant	3rd Ward	AYE
Jeffrey Rhoades	3rd Ward	AYE
Stanley Siegel	4th Ward	AYE
Jacqueline Dennison	4th Ward	AYE
Michael Hockenberry	Councilman-At-Large	AYE

DATED: January 08, 2024



City Clerk Treasurer



CITY OF PORT JERVIS

Accounts Payable

12/27/2023

1 General Fund	\$396,825.06
2 Water Fund	\$70,105.92
3 Sewer Fund	\$13,918.26
4 Capital Fund	\$12,645.19
5 Trust and Agency	\$930.54
6 Recreation	
Total	<u><u>\$494,424.97</u></u>

GENERAL, WATER & SEWER FUNDS

NYS Employee Health Insurance	\$297,098.92
Orange & Rockland/Port Jervis Solar	\$35,479.18
Orange County Sanitary Landfill	\$27,253.22
Municipal Services	\$21,146.00

CAPITAL FUND

Tyler Technologies	\$ 1,000.00
MHE Engineering	\$ 8,813.03
Farr Engineering	\$ 950.00
Neversink Lumber	\$ 974.97

Clerk Treasurer

From: William R. Werner <w.r.werner@portjervisfire.org>
Sent: Tuesday, January 2, 2024 11:20 PM
To: Misty Fuller
Cc: Clerk Treasurer; jeffrey rhoades; Howard Wheat Engine Company No. 4 - Company Officers
Subject: ACTION NEEDED - Removal of Member (McKeon, Kevin J.)

Councilwoman Fuller,

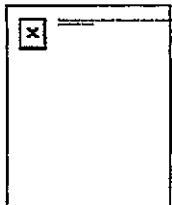
For your consideration and action by the Common Council, Howard Wheat Company No. 4 requests the following member be removed for the reason stated

Kevin J. McKeon - deceased 12/18/2023

An electronic response (approval) would be appreciated, including the return of the attached letter, and if granted, the return of a hard copy will not be necessary.

This text is being provided for the benefit of the City Clerk's office.

Thank you,
Bill



William R. Werner, Department Secretary
PORT JERVIS FIRE DEPARTMENT
8-10 Orange Street, Post Office Box 1002
Port Jervis, New York 12771
Residence: 845-858-8155
W.R.Werner@portjervisfire.org
<https://portjervisfire.org>
www.Facebook.com/portjervisfiredepartment/
<https://port-jervis-fire-department.business.site>
<https://www.instagram.com/PortJervisFire/>



PORT JERVIS FIRE DEPARTMENT

8-10 Orange Street, Post Office Box 1002, Port Jervis, New York 12771-1002

Telephone
(845) 856-4100

FAX
(845) 858-1064

Email
info@portjervisfire.org



First Assistant Chief
Anthony W. Fuller

Fire Chief
Keith K. Brown

Second Assistant Chief
Jeffrey D. Lewis

Department Chaplain
Father Anthony Giacona

Department Secretary
William R. Werner

Department Treasurer
Robert A. Waligroski

Deputy Chief
James W. Rohner, Jr.

Deputy Chief
Jeffrey S. Rhoades

Deputy Chief
Frank W. Fuller, III

2 January 2024

Honorable Mayor Dominic M. Cicalese and
Members of the City Council
14-20 Hammond Street
Post Office Box 1002
Port Jervis, New York 12771

RE: Removal of Member
Charles B. Chant, III

Dear Mayor Cicalese and Members of the City Council,

This is to request that the below named, a member of the Port Jervis Fire Department and the Company herein stated, be removed from the active membership rolls for the reason(s) stated.

Member: Charles B. Chant, III

Company: Tri States Hose Company No. 6

Reason(s): Deceased 12/07/2023

This change is effective this date.

Respectfully submitted,

William R. Werner
Department Secretary

Approved: Disapproved: Date: _____ Initials: _____



<https://portjervisfire.org>
<https://www.facebook.com/portjervisfiredepartment/>
<https://port-jervis-fire-department.business.site>





PORT JERVIS FIRE DEPARTMENT

8-10 Orange Street, Post Office Box 1002, Port Jervis, New York 12771-1002

Telephone
(845) 856-4100

FAX
(845) 858-1064

Email
info@portjervisfire.org



First Assistant Chief
Anthony W. Fuller

Fire Chief
Keith K. Brown

Second Assistant Chief
Jeffrey D. Lewis

Department Chaplain
Father Anthony Giacona

Department Secretary
William R. Werner

Department Treasurer
Robert A. Waligroski

Deputy Chief
James W. Rohner, Jr.

Deputy Chief
Jeffrey S. Rhoades

Deputy Chief
Frank W. Fuller, III

1 January 2024

Honorable Mayor Dominic M. Cicalese and
Members of the City Council
14-20 Hammond Street
Post Office Box 1002
Port Jervis, New York 12771

RE: Inter-Department Transfer
Gary W. Predmore

Dear Mayor Cicalese and Members of the City Council,

It is requested that the below named firefighter be approved for Inter-Department transfer as stated:

Gary W. Predmore - from Delaware Engine Company No. 2 to Excelsior Engine Company No. 5

Firefighter Predmore is reported to have cleared all obligations to Delaware Engine Company No. 2, The members of the Board of Officers of the Port Jervis Fire Department approved this request on 01/02/2024.

Respectfully submitted,

William R. Werner
Department Secretary

Approved: Disapproved: Date: _____ Initials: _____



<https://portjervisfire.org>
<https://www.facebook.com/portjervisfiredepartment/>
<https://port-jervis-fire-department.business.site>





PORT JERVIS FIRE DEPARTMENT

8-10 Orange Street, Post Office Box 1002, Port Jervis, New York 12771-1002



Telephone
(845) 856-4100

FAX
(845) 858-1064

Email
info@portjervisfire.org

First Assistant Chief
Anthony W. Fuller

Fire Chief
Keith K. Brown

Second Assistant Chief
Jeffrey D. Lewis

Department Chaplain
Father Anthony Giacona

Department Secretary
William R. Werner

Department Treasurer
Robert A. Waligroski

Deputy Chief
James W. Rohner, Jr.

Deputy Chief
Jeffrey S. Rhoades

Deputy Chief
Frank W. Fuller, III

1 January 2024

Honorable Mayor Dominic M. Cicalese and
Members of the City Council
14-20 Hammond Street
Post Office Box 1002
Port Jervis, New York 12771

RE: Inter-Department Transfer
Thomas N. Enright

Dear Mayor Cicalese and Members of the City Council,

It is requested that the below named firefighter be approved for Inter-Department transfer as stated:

Thomas N. Enright - from Delaware Engine Company No. 2 to Howard Wheat Engine Company No. 4

Firefighter Enright is reported to have cleared all obligations to Delaware Engine Company No. 2, The members of the Board of Officers of the Port Jervis Fire Department approved this request on 01/02/2024.

Respectfully submitted,

William R. Werner
Department Secretary

Approved: Disapproved: Date: _____ Initials: _____



<https://portjervisfire.org>
<https://www.facebook.com/portjervisfiredepartment/>
<https://port-jervis-fire-department.business.site>





PORT JERVIS FIRE DEPARTMENT

8-10 Orange Street, Post Office Box 1002, Port Jervis, New York 12771-1002



Telephone
(845) 856-4100

FAX
(845) 858-1064

Email
Info@portjervisfire.org

First Assistant Chief
Anthony W. Fuller

Fire Chief
Keith K. Brown

Second Assistant Chief
Jeffrey D. Lewis

Department Chaplain
Father Anthony Giacona

Department Secretary
William R. Werner

Department Treasurer
Robert A. Waligroski

Deputy Chief
James W. Rohner, Jr.

Deputy Chief
Jeffrey S. Rhoades

Deputy Chief
Frank W. Fuller, III

2 January 2024

Honorable Mayor Dominic M. Cicalese and
Members of the City Council
14-20 Hammond Street
Post Office Box 1002
Port Jervis, New York 12771

RE: Re-Appointment of Driver
Robert J. Waligroski

Dear Mayor Cicalese and Members of the City Council,

This is to inform you that Chief Keith K. Brown has reinstated Robert J. Waligroski as a driver for Neversink Engine Company No. 1 after he demonstrated his abilities to operate the vehicle to the Company captain.

The firefighter's driver license information was previously entered into the New York State, Department of Motor Vehicles, License Event Notification Service (LENS). This service notifies the Department upon the expiration and renewal of a driver license; the suspension, revocation and restoration of a driver license; changes to a driver license class and privilege; traffic convictions, reportable accidents; driver license suspension or revocation orders, completion of a training course to reduce insurance premiums; changes to Haz-Mat license endorsements; and changes to MedCert status.

Respectfully submitted,

William R. Werner
Department Secretary

Approved: Disapproved: Date: _____ Initials: _____



<https://portjervisfire.org>
<https://www.facebook.com/portjervisfiredepartment/>
<https://port-jervis-fire-department.business.site>





PORT JERVIS FIRE DEPARTMENT

8-10 Orange Street, Post Office Box 1002, Port Jervis, New York 12771-1002

Telephone
(845) 856-4100

FAX
(845) 858-1064

Email
info@portjervisfire.org



First Assistant Chief
Anthony W. Fuller

Fire Chief
Keith K. Brown

Second Assistant Chief
Jeffrey D. Lewis

Department Chaplain
Father Anthony Giacona

Department Secretary
William R. Werner

Department Treasurer
Robert A. Waligroski

Deputy Chief
James W. Rohner, Jr.

Deputy Chief
Jeffrey S. Rhoades

Deputy Chief
Frank W. Fuller, III

2 January 2024

Honorable Mayor Dominic M. Cicalese and
Members of the City Council

14-20 Hammond Street
Post Office Box 1002
Port Jervis, New York 12771

RE: Re-Appointment of Probationary Student Driver
Daniel A. VanKleeck

Dear Mayor Cicalese and Members of the City Council,

This is to inform you that Chief Keith K. Brown has reinstated Daniel A. VanKleeck as a probationary student driver for Delaware Engine Company No. 2.

The firefighter's driver license information was previously entered into the New York State, Department of Motor Vehicles, License Event Notification Service (LENS). This service notifies the Department upon the expiration and renewal of a driver license; the suspension, revocation and restoration of a driver license; changes to a driver license class and privilege; traffic convictions, reportable accidents; driver license suspension or revocation orders, completion of a training course to reduce insurance premiums; changes to Haz-Mat license endorsements; and changes to MedCert status.

Respectfully submitted,

William R. Werner
Department Secretary

Approved: Disapproved: Date: _____ Initials: _____



<https://portjervisfire.org>
<https://www.facebook.com/portjervisfiredepartment/>
<https://port-jervis-fire-department.business.site>





PORT JERVIS FIRE DEPARTMENT

8-10 Orange Street, Post Office Box 1002, Port Jervis, New York 12771-1002

Telephone
(845) 856-4100

FAX
(845) 858-1064

Email
info@portjervisfire.org



First Assistant Chief
Anthony W. Fuller

Fire Chief
Keith K. Brown

Second Assistant Chief
Jeffrey D. Lewis

Department Chaplain
Father Anthony Giacona

Department Secretary
William R. Werner

Department Treasurer
Robert A. Waligroski

Deputy Chief
James W. Rohner, Jr.

Deputy Chief
Jeffrey S. Rhoades

Deputy Chief
Frank W. Fuller, III

2 January 2024

Honorable Mayor Dominic M. Cicalese and
Members of the City Council
14-20 Hammond Street
Post Office Box 1002
Port Jervis, New York 12771

RE: Event
Tri States Hose Company No. 6

Dear Mayor Cicalese and Members of the City Council,

This is to request that Tri States Hose Company No. 6 be approved to host the following event:

Super Bowl Party on 02/11/2024

This event was approved by the Board of Officers on this date.

Respectfully submitted,

William R. Werner
Department Secretary

Approved: Disapproved: Date: _____ Initials: _____



<https://portjervisfire.org>
<https://www.facebook.com/portjervisfiredepartment/>
<https://port-jervis-fire-department.business.site>





PORT JERVIS FIRE DEPARTMENT

8-10 Orange Street, Post Office Box 1002, Port Jervis, New York 12771-1002



Telephone
(845) 856-4100

FAX
(845) 858-1064

Email
info@portjervisfire.org

First Assistant Chief
Anthony W. Fuller

Fire Chief
Keith K. Brown

Second Assistant Chief
Jeffrey D. Lewis

Department Chaplain
Father Anthony Glacona

Department Secretary
William R. Werner

Department Treasurer
Robert A. Waligroski

Deputy Chief
James W. Rohner, Jr.

Deputy Chief
Jeffrey S. Rhoades

Deputy Chief
Frank W. Fuller, III

2 January 2024

Honorable Mayor Dominic M. Cicalese and
Members of the City Council
14-20 Hammond Street
Post Office Box 1002
Port Jervis, New York 12771

RE: Event
Excelsior Engine Company No. 5

Dear Mayor Cicalese and Members of the City Council,

This is to request that Excelsior Engine Company No. 5 be approved to host the following event:

Super Bowl Party on 02/11/2024

This event was approved by the Board of Officers on this date.

Respectfully submitted,

William R. Werner
Department Secretary

Approved: Disapproved: Date: _____ Initials: _____



<https://portjervisfire.org>
<https://www.facebook.com/portjervisfiredepartment/>
<https://port-jervis-fire-department.business.site>



Donn Copa
19 Ferguson Avenue
Port Jervis, NY 12771

2 January 2024

To the attention of Mr. Tom Sexton, Chairman; Jeanmarie Schields, Secretary; and to the Zoning Board of Appeals of the City of Port Jervis,

Good afternoon,

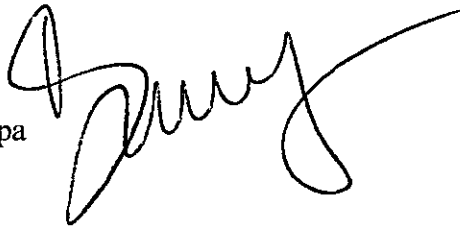
I wish to let you know that as of January 2, 2024, I wish to resign from my position as member of the Zoning Board of Appeals of the City of Port Jervis.

January 2, 2024 will be the last meeting I can attend.

I wish to express my appreciation for this opportunity to serve on the Board, and offer my best wishes to everyone for their future endeavors.

Sincerely,

Donn Copa

A handwritten signature in black ink, appearing to read 'Donn Copa', written in a cursive style.

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
Signature Requirements for Disbursements

WHEREAS, the City of Port Jervis Common Council has recognized the need to maintain and/or establish additional internal audit controls over the disbursement function of its regular business and;

It is hereby RESOLVED, that the Common Council of the City of Port Jervis directed the City Clerk-Treasurer to notify official depositories of the requirement for dual signatures for disbursement of funds maintained in the Checking and Saving accounts of the City of Port Jervis as was effective April 1st 2006.

Be it Further Resolved, that the Requirement of dual signatures will be considered met by a combination of either the City Clerk Treasurer, Deputy Clerk Treasurer or Chief of Police and signature of either the Mayor, Councilman at Large and/or Chairman of the Finance Committee. Other types of business transactions may be completed by the City Clerk Treasurer and/or the Deputy City Clerk Treasurer as necessary to conduct regular business and approved via the Finance Committee and Council proceedings. This requirement remains for the bank accounts as listed in the annual depository resolutions except for the accounts maintained on behalf of the Fire Department.

Motion by: J. Vicchiariello

Second by: J. Rhoades

Jason Vicchiariello	1st Ward	AYE
Colin O'Connell	1st Ward	AYE
Maria Mann	2nd Ward	AYE
Misty Fuller	2nd Ward	AYE
Vacant	3rd Ward	AYE
Jeffrey Rhoades	3rd Ward	AYE
Stanley Siegel	4th Ward	AYE
Jacqueline Dennison	4th Ward	AYE
Michael Hockenberry	Councilman-At-Large	AYE

DATED: January 08, 2024



City Clerk Treasurer

(Seal)



RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS

Banking and Depositories

WHEREAS, the City of Port Jervis Common Council has recognized the need to maintain and/or establish accounts to conduct regular business ;

It is hereby RESOLVED, that the Common Council of the City of Port Jervis directs the City Clerk-Treasurer to utilize official depositories for the funds maintained in the Checking and Saving accounts of the City of Port Jervis for the year of 2024 as follows:

TD Bank – General Operating, Water, Sewer, Capital, Money Market, Recreation, Industrial Development Agency, Senior Citizens/Ruggeri Legacy Account, Payroll, Rachel Dietz Memorial Fund, Small Cities Grant and USDA Water Clarifier Reserve Funds.

M&T Bank – Trust & Agency, Money Market, Federal Drug Forfeiture and City Drug Forfeiture Funds.

Motion by: M. Fuller

Second by: M. Hockenberry

Jason Vicchiariello	1st Ward	AYE
Colin O'Connell	1st Ward	AYE
Maria Mann	2nd Ward	AYE
Misty Fuller	2nd Ward	AYE
Vacant	3rd Ward	AYE
Jeffrey Rhoades	3rd Ward	AYE
Stanley Siegel	4th Ward	AYE
Jacqueline Dennison	4th Ward	AYE
Michael Hockenberry	Councilman-At-Large	AYE

DATED: January 08, 2024



City Clerk Treasurer



RESOLUTION OF COMMON COUNCIL OF THE CITY OF PORT JERVIS DESIGNATION OF OFFICERS FOR THE PURPOSES OF NYS HOMES & COMMUNITY RENEWAL (HCR)

WHEREAS, the City of Port Jervis Common Council recognizes the need for certain positions within the City to be identified as per NYS HCR.

NOW, THEREFORE, be it resolved that the Common Council of the City of Port Jervis hereby authorizes the persons designated by position as responsible for the following offices:

1. Fair Housing Officer – Valerie Maginsky, Exec. Director , PJCDA
2. MWBE & Section 3 Coordinator – Laura Quick, City Clerk Treasurer
3. ADA Grievance Coordinator – Laura Quick, City Clerk Treasurer
4. Labor Standards Compliance Officer – Steve Duryea, Director, Department of Public Works

Motion by: J. Vicchiariello

Second by: j. Rhoades

Jason Vicchiariello	1st Ward	AYE
Colin O’Connell	1st Ward	AYE
Maria Mann	2nd Ward	AYE
Misty Fuller	2nd Ward	AYE
Vacant	3rd Ward	AYE
Jeffrey Rhoades	3rd Ward	AYE
Stanley Siegel	4th Ward	AYE
Jacqueline Dennison	4th Ward	AYE
Michael Hockenberry	Councilman-At-Large	AYE

DATED: January 08, 2024



City Clerk Treasurer



2023-0109-003

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
Newspapers, Radio and Television

WHEREAS, the City of Port Jervis Common Council has recognized the need to maintain and/or establish accounts to conduct regular business:

It is hereby RESOLVED, that the Common Council of the City of Port Jervis directs the City Clerk-Treasurer to utilize the Times Herald Record as its official newspaper for the year 2023 with the Pike County Dispatch as alternatives when necessitated for legal notices, local laws, ordinances, advertisements for bids for materials, equipment, and services as may be required during the year 2023, and

Be it further RESOLVED, that WDLC be designated as the official radio outlet and Port Jervis-Deerpark TV also known as Access-23 TV, provided by Spectrum under the present cable franchise agreement be the designated television outlet.

Motion by: J. Vicchiariello

Second by: M. Hockenberry

Jason Vicchiariello	1st Ward	AYE
Colin O'Connell	1st Ward	AYE
Maria Mann	2nd Ward	AYE
Misty Fuller	2nd Ward	AYE
Vacant	3rd Ward	AYE
Jeffrey Rhoades	3rd Ward	AYE
Stanley Siegel	4th Ward	AYE
Jacqueline Dennison	4th Ward	AYE
Michael Hockenberry	Councilman-At-Large	AYE

DATED: January 09, 2023



City Clerk Treasurer

(Seal)

