

**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 March 24, at 6:30 p.m.

**Attendance-**

Jason Vicchiariello	1st Ward	Present
Colin O'Connell	1st Ward	Present
Misty Fuller	2nd Ward	Absent
Maria Mann	2nd Ward	Present
Jeffrey Rhoades	3rd Ward	Present
Gerald Oney, Jr.	3rd Ward	Present
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, Stacey Hosking, William Frank, Esq.

The meeting opened at 6:30 pm by Mayor Dominic Cicalese

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

**Public Hearing -** None

**Presentation -** None

**Public Comment -**Liz Miller regional affairs coordinator for Senator Skoufis office spoke about being available as a facilitator for the City to help coordinate communication with state or federal offices if we need assistance.

- **Executive Session-**
- Two items on the agenda personnel (Civil Service, PT Building Inspector)
- Motion to enter executive session at 6:33pm by M. Hockenberry second by J. Rhoades with two items on the agenda\_\_AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to return from executive session at 7:11pm by M. Hockenberry second by J. Rhoades
- \_AYE: 8 ABSENT: 1(M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED

**Executive Session Material -**

- Motion to Hire Robin Hendershot as Part Time Human Resource Director at \$31 per hr starting March 17, 2025, by M. Hockenberry 2<sup>nd</sup> S. Siegel  
\_AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

**Approval of Minutes -**

- Motion to Approve March 10, 2025, Common Council minutes by J. Rhoades, second by C O'Connell.  
AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 () CARRIED

**Regular Business-****I. Vicchiariello - Code**

- The Code committee has not met since the last meeting on March 5<sup>th</sup>
- Motion to hire part-time building inspector Edward Addison for \$25 per hour starting March 25<sup>th</sup> second by C. O'Connell  
 AYE: 8 ABSENT: 1(M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to set public hearing for Local Law #4 of 2025- Tri State commercial district overlay zone for May 12, 2025 at 6:30 pm. Seconded by G. Oney  
 AYE: 8 ABSENT: 1(M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to set public hearing for Local Law #5 of 2025, No Camping amend chapter 398 of city law for April 14, 2025. Second by G. Oney  
 AYE: 8 ABSENT: 1(M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Resolution 10 of 2025 to ratify the sale of City properties to Monopoly Holding who won Bid for parcels which were approved by council in the past. Second by J. Rhoades  
 AYE: 8 ABSENT: 1(M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED

#### J. Vicchiariello – Police

- The Police Committee met last week.
- Discussions were held about
- Thank you to Liz, The Mayor and Karl Brabenec who worked to put a bill before the State to reinstitute virtual arraignment which will help the city save money and keep our officers in the city rather than having to spend hours taking people out of city for arraignments.
- Woman's Self-Defense class on Saturday March 29<sup>th</sup> @ 8am at East Main Elementary School. Anyone interested can call the police Dept @ 845-856-5101 for adults and teens or email meghanede@portjervisny.gov
- Next meeting will be held on April 17 @ 6pm in council chambers

#### C. O'Connell – Recreation-

- The Youth center recreation room is now open from 2pm to 6pm, M-TH.
- The Youth Center has new hours for Fridays and Saturdays only. The new hours will be 2:00 pm- 5:30 pm.
- Spring park clean up on Saturday April 12 at veteran park orange square at 10am volunteers needed.
- April 19<sup>th</sup> annual Easter Candy Dash at upper level of Church Street Park, this event is FREE for children ages 9 and younger. Bring your own basket. The event is over quickly so please come on time.
- Two great events coming up in spring 2025 here in Port Jervis! Both events are now open for registration.
- - May 4, 2025- The Delaware River 5K Run- <https://runsignup.com/.../PortJ.../DelawareRiver5kRunandWalk>
- - May 31-June 1- The Jim Faggione Jr. Midnight Madness Endurance Relay- <https://pjmidnightmadness.com/>
- Spring is here and maintenance staff is busy working in the parks, Swing, picnic tables, additional garbage cans, tennis and basketball courts, and playground equipment is being set up over the next few weeks.
- Field trips planned this summer include Liberty Science Center on Friday, July 18 and a NY Mets baseball game on Friday August 1. More information to follow soon.
- Next meeting will be held on Wednesday March 26 @ 6:15 pm in youth center.

#### C. O'Connell – Planning-

- The Planning Board has not met since the last meeting
- Next meeting will be held on April 15<sup>th</sup> @ 7pm in the council chambers.

#### C. O'Connell – Zoning-

- The Zoning Board has not met, the next meeting will be held next on April 1<sup>st</sup> 7pm

**J. Rhoades - Finance -**

- Motion to approve Accounts Payable in the amount of \$1,237,224.25 second by J. Dennison  
AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion for Resolution 11 of 2025 Authorizing Mayor to sign agreement with Frontier Communications to upgrade City Service second by S. Siegel.  
AYE: 8 ABSENT: 0 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion for Resolution 12 of 2025 Authorizing City to submit community project funding application FY2025 to Senator Kirsten Gillibrand second by S. Siegel.  
AYE: 8 ABSENT: 0 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Next Finance Meeting will be held on April 16<sup>th</sup>, at 6pm in the Council Chambers.

**M. Mann - Tourism -**

- Tourism has not met since our last meeting.
- Next upcoming event will be the city-wide yard sale May 3<sup>rd</sup> from 9am-4pm
- Read Paper sent from our sister city in Laprio Italy
- Fabulous Fifties event will be held on June 1<sup>st</sup> from 12-6pm at Riverside Park. Applications are available if interested.
- The next Tourism meeting will be held on April 9 at 7pm in the council chambers

**M. Mann - IDA -**

- The IDA has not met since their last meeting.

**J. Rhoades - FEM -**

- NYS has issued a BURN ban effective immediately residential brush burning is banned.
- Next Meeting will be on April 21<sup>st</sup> @ 6:30 in council chambers

**G. Oney, Jr. - ADA -** No Report has not met next meeting will be on Monday April 2<sup>nd</sup> @ 5:30 pm**J. Dennison - CDA-**

- The CDA last met on 02/26/25.
- Section 8 waitlist holds 370 families and continues to train personnel in updated HUD programs
- The NYS DEC Water Quality Improvement Program (WQIP) grants first purchase is tentatively scheduled for March 11.
- With federal funding in flux, the USDA Forest Service Urban and Community Forestry grant, the US DOT Railroad Crossing Grant, and review of the FEMA Assistance to Firefighters grant for fire department SCBA's are paused.
- Motion for Resolution 13 of 2025 for the mayor to solicit proposals for administrative services in connection with the NYS Downtown Revitalization Initiative small project fund shares code# 20240406. Second by G. Oney
- AYE: 8 ABSENT: 0 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- The next meeting will be held on March 26, 2025, at 7pm.

**S. Siegel -HOUSING and VETERANS-**

- The Housing Authority last met on 02/25/2025. Next meeting is tomorrow March 25<sup>th</sup>.
- VA Secretary Doug Collins is telling Veterans to seek information directly from the VA rather than rumors. Veterans are encouraged to visit news.va.gov or contact their local VA office.
- Welcome Home Vietnam Veterans Luncheon March 26, 2025 @ 11:00-2:00 rsvp to karenannquinlanhospice.org
- Now when you visit My Healthy Vets appointment features you will find a link to try appointments on VA.gov
- PJ TV 23 is converting 30+ years of VHS to digital and putting them on PJTV23 and PJTV23 YouTube.
- Quote of the day "Look for something positive in each day, even if some days you have to look a little harder".
- The next meeting for housing authority will be held on March 25<sup>th</sup>, at 7pm at Hillside Terrace.

- The next Senior Club meeting will be on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of each month at 1pm at Hanson Hall behind Goodwill Church.

#### **M. Hockenberry - DPW**

- Garbage recycling and paper pickup on the week of March 24<sup>th</sup> and 31<sup>st</sup> will be on its normal schedule.
- 2025 Garbage is on the city website @ [portjervisny.gov](http://portjervisny.gov) or by emailing DPW office at [dpwclerk@portjervisny.gov](mailto:dpwclerk@portjervisny.gov)
- Instructions for how to receive NIXLE's will be included in your next water bill
- City wide pothole repair is ongoing. If you see one that needs attention, please call 845-858-4001
- Westend Bath House Construction has begun
- Construction of Splash pad at church street park has begun.
- Next DPW meeting will be next Monday April 7th
- Saturday April 5<sup>th</sup> compost pile will be open from 7:15 am until 11:30am
- Dump tickets are available for household bilk waste at City Clerk's Office.
- Mid Delaware Bridge update... The painting crew has begun staging and they will begin working tomorrow. Starting Wednesday March 26<sup>th</sup> for 5-6weeks there will be lane shifts while painting and scaffolding crews will be setting up their scaffolding and equipment. Traffic will remain open in both directions during construction which begins in June.

#### **M. Hockenberry - Mayor**

- Construction of Splash pad at church street park has begun and will be open on July 1st
- Two weeks ago, we closed on 565 acres in the Town of Deerpark, and I would like to thank Will Frank and CDA Director and Jim Delaney and Kyle Sandusky of the Orange County Last Trust Mike Ward of NY outdoor club of Port Jervis and Town of Deerpark and Supervisor Spears and his Counsel Glen Plotsky.
- Congratulations to The City Assessor Teresa Spradling on her retirement.

7:46 pm - Motion to adjourn by J. Rhoades second by M. Hockenberry, - all in favor.

Respectfully,  
Stacey Hosking  
City Clerk Treasurer

**ROLL CALL VOTE**

**THE CITY OF PORT JERVIS  
COMMON COUNCIL**

The following was presented  
 By:   J. Vicchiariello    
 Sec'd by:   J. Rhoades    
 Date of Adoption:   March 24, 2025  

Names	Ayes	Noes	Abstain	Absent
<i>Councilman at Large</i> <b>Mr. Hockenberry</b>	X			
<i>Councilman</i> <b>Mr. Vicchiariello</b>	X			
<i>Councilman</i> <b>Mr. O'Connell</b>	X			
<i>Councilwoman</i> <b>Ms. Mann</b>	X			
<i>Councilwoman</i> <b>Ms. Fuller</b>				X
<i>Councilman</i> <b>Mr. Rhoades</b>	X			
<i>Councilman</i> <b>Mr. Oney</b>	X			
<i>Councilwoman</i> <b>Ms. Dennison</b>	X			
<i>Councilman</i> <b>Mr. Siegel</b>	X			
<b>TOTAL</b>	<b>8</b>			<b>1</b>

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS  
AUTHORIZING THE SALE OF FOUR CITY OF PORT JERVIS PROPERTIES**

**WHEREAS**, the City of Port Jervis (“City”) is the fee owner of the following real property following acquisition through tax lien foreclosure proceedings:

- i. 19 Owen Street, Port Jervis, NY, SBL: 14-9-22
- ii. 64 Sussex Street, Port Jervis, NY, SBL: 8-15-7
- iii. 122 Ball Street, Port Jervis, NY, SBL: 13-22-18
- iv. 220 North Orange Street, Port Jervis, NY, SBL: 1-1-16 (the “Properties”); and

**WHEREAS**, the Common Council has received offers to purchase the properties from Monopoly Holdings LLC and Baltic Avenue Properteis LLC for the total sum of \$10,006.00; and

**WHEREAS**, the Common Council is of the opinion that selling the properties to Monopoly Holdings LLC and Baltic Avenue Properties LLC is in the best interests of the City,

**NOW, THEREFORE, LET IT BE HEREBY**

**RESOLVED** as follows,

- 1. That the Common Council hereby authorizes the sale of the aforesaid properties to Monopoly Holdings LLC and Baltic Avenue Properties LLC for the sum of \$10,006.00; and

Resolution No. :10 of 2025

2. The Mayor is authorized to execute any and all documents necessary to consummate the aforesaid transaction.

PASSED AND ADOPTED on this 24 day of March, 2025.



Attest:

  
Stacey Hosking, City Clerk-Treasurer

**ROLL CALL VOTE**

**THE CITY OF PORT JERVIS  
COMMON COUNCIL**

The following was presented

By:      J. Rhoades                     

Sec'd by:      S. Siegel                     

Date of Adoption:      March 24, 2025     

Names	Ayes	Noes	Abstain	Absent
<i>Councilman at Large</i> <b>Mr. Hockenberry</b>	X			
<i>Councilman</i> <b>Mr. Vicchiariello</b>	X			
<i>Councilman</i> <b>Mr. O'Connell</b>	X			
<i>Councilwoman</i> <b>Ms. Mann</b>	X			
<i>Councilwoman</i> <b>Ms. Fuller</b>				X
<i>Councilman</i> <b>Mr. Rhoades</b>	X			
<i>Councilman</i> <b>Mr. Oney</b>	X			
<i>Councilwoman</i> <b>Ms. Dennison</b>	X			
<i>Councilman</i> <b>Mr. Siegel</b>	X			
<b>TOTAL</b>	<b>8</b>			<b>1</b>

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS  
AUTHORIZING THE MAYOR TO EXECUTE AN OUTSIDE VENDOR CONTRACT  
FOR TELEPHONE AND INFORMATION TECHNOLOGY SERVICES**

**WHEREAS**, Frontier Communications (“Frontier”) has made a proposal to provide various information technology services to the City of Port Jervis that include, but are not limited to, upgrades to the City’s telephone system and installation of fiber optic internet to all City properties; and

**WHEREAS**, the services which Frontier do not exceed the thresholds that would require competitive bidding procedures, although the Village obtained service proposals from other potential vendors; and

**WHEREAS**, the Common Council has determined that it is in the overall best interests of the City to enter into an agreement with Frontier for the aforesaid services,

**NOW THEREFORE, IT IS HEREBY**

**RESOLVED**, that the Common Council of the City of Port Jervis hereby authorizes the Mayor, or his designee, to execute an agreement with Frontier Communications for the provision of information technology services to the City in accordance with the agreement annexed hereto, along with any other appropriate documents to effectuate the intent of this Resolution, all of which shall be subject to review and approval by the City’s Corporation Counsel.

Resolution No. :11of 2025

PASSED AND ADOPTED on this 24 day of March, 2025.



Attest:

  
Stacey Hosking, City Clerk-Treasurer



**ROLL CALL VOTE**

**THE CITY OF PORT JERVIS  
COMMON COUNCIL**

The following was presented

By:  J. Rhoades

Sec'd by:  S. Siegel

Date of Adoption:  March 24, 2025

Names	Ayes	Noes	Abstain	Absent
<i>Councilman at Large</i> <b>Mr. Hockenberry</b>	X			
<i>Councilman</i> <b>Mr. Vicchiariello</b>	X			
<i>Councilman</i> <b>Mr. O'Connell</b>	X			
<i>Councilwoman</i> <b>Ms. Mann</b>	X			
<i>Councilwoman</i> <b>Ms. Fuller</b>				X
<i>Councilman</i> <b>Mr. Rhoades</b>	X			
<i>Councilman</i> <b>Mr. Oney</b>	X			
<i>Councilwoman</i> <b>Ms. Dennison</b>	X			
<i>Councilman</i> <b>Mr. Siegel</b>	X			
<b>TOTAL</b>	<b>8</b>			<b>1</b>

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS  
SUBMIT COMMUNITY PROJECT FUNDING APPLICATION FY2025 TO SENATOR  
KIRSTEN GILLIBRAND**

**WHEREAS**, U.S. Senator Kirsten Gillibrand is accepting applications for Congressionally Directed Spending from qualified municipalities such as the City of Port Jervis; and

**WHEREAS**, the City desires additional funding to meet public needs and provide public benefits; and

**WHEREAS**, if awarded and it is feasible to accept a particular grant, the City will contribute any required local share of costs and/or matching funds necessary to implement the grant project; and

**WHEREAS**, it is the opinion of the Common Council that submitting applications for future available grants is in the best interest of the residents of the City;

**NOW THEREFORE**, it is hereby

**RESOLVED**, that the Common Council of the City of Port Jervis, hereby approves the online submission of the potential project, to wit: the replacement of a 2002 heavy duty fire engine with a new engine utilizing grant funding in the approximate amount of \$825,000.00, to the office of

Resolution No. :12 of 2025

Senator Gillibrand for consideration of federal funding and that such submission be completed by the Mayor and/or his designee for consideration of federal funding and that such submission be completed no later than March 31, 2025, by 11:59 PM, and it is further

**RESOLVED**, that the Mayor, or his designee, is hereby authorized and directed to execute and deliver any and all applications and documentation required by Senator Gillibrand or her staff to effectuate the intent of this resolution, and it is further

**RESOLVED**, that the Common Council fully supports this initiative and directs Mayor Dominic Cicalese, or his designee, to provide an appropriate letter of support for the submission.

PASSED AND ADOPTED on this 24 day of March, 2025.



Attest:

  
Stacey Hosking, City Clerk-Treasurer

**ROLL CALL VOTE**

**THE CITY OF PORT JERVIS  
COMMON COUNCIL**

The following was presented

By:   J. Dennison  

Sec'd by:   G. Oney  

Date of Adoption:   March 24, 2025  

Names	Ayes	Noes	Abstain	Absent
<i>Councilman at Large</i> <b>Mr. Hockenberry</b>	X			
<i>Councilman</i> <b>Mr. Vicchiariello</b>	X			
<i>Councilman</i> <b>Mr. O'Connell</b>	X			
<i>Councilwoman</i> <b>Ms. Mann</b>	X			
<i>Councilwoman</i> <b>Ms. Fuller</b>				X
<i>Councilman</i> <b>Mr. Rhoades</b>	X			
<i>Councilman</i> <b>Mr. Oney</b>	X			
<i>Councilwoman</i> <b>Ms. Dennison</b>	X			
<i>Councilman</i> <b>Mr. Siegel</b>	X			
<b>TOTAL</b>	<b>8</b>			<b>1</b>

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS  
AUTHORIZING THE MAYOR TO SOLICIT PROPOSALS FOR ADMINISTRATIVE  
SERVICES IN CONNECTION WITH THE NYS DOWNTOWN REVITALIZATION  
INITIATIVE SMALL PROJECTS FUND SHARS CODE #20240406**

**WHEREAS**, the City of Port Jervis was awarded a grant through the New York State Round 6 Downtown Revitalization Initiative (DRI) Small Projects Fund from the Housing Trust Fund Corporation, under which the City will accept applications from eligible business and property owners within the already defined DRI focus area for interior and exterior building improvements, upper-story residential improvements, permanent commercial machinery and equipment, soft costs and public art; and

**WHEREAS**, it is necessary to solicit proposals for administrative services in connection with this project to insure that the City selects the most qualified person or firm to provide such services,

**NOW, THEREFORE, LET IT BE HEREBY**

**RESOLVED**, that the Common Council hereby authorizes and directs the Mayor or his designee, to solicit proposals bids from interested parties to provide the above-described engineering services; and it is further

**RESOLVED**, that the Mayor shall thereafter report back to the Common Council with the results of said proposal submission.

Resolution No.:13\_ of 2025

PASSED AND ADOPTED on this 24th day of March, 2025.



Attest: Stacey Hosking  
Stacey Hosking  
Clerk-Treasurer