

# CITY OF PORT JERVIS

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



## Finance Committee Meeting August 16, 2023 6:00 pm

*The meeting was called to order at 6:01pm by chair, E. Miller .*

*Attendance: E. Miller, M. Fuller, M. Mann, S. Siegel, D. Livingston. M. Newhauser  
L. Quick*

*Public: J. Smith, T. Enright, J. Rhoades*

### **Pledge of Allegiance**

**Public Comment:** *None*

**Approval of the Minutes:** June 21, 2023 Finance Committee Minutes  
*Approved with a motion by M. Fuller, second by D. Livingston*  
July 19, 2023 Finance Committee Minutes  
*Approved with a motion by D. Livingston, second by M. Fuller*

**Executive Session:** 1. *Executive session added re: Personnel x1*  
*We entered into executive session at 6:50pm with a motion from M. Fuller and a second from D. Livingston. We exited executive session at 6:58pm with a motion from D. Livingston, second from M. Fuller*

### **New Business**

#### 1. Job Positions – Fire Inspector & Human Resources

*We discussed the specifications and timelines for posting for both the Fire Inspector and Human Resources positions and job applications. Additionally we noted that both will be posted as part-time, with the possibility of full-time after council evaluation.*

#### 2. Surplus – Engine 1 and Emergency Boat

*We discussed where surplus funds would be allocated – either back to the Fire Department, or to the city, as they are city owned vehicles. Plan is to check with our corporation counsel on the best way to proceed. Need to check if they were earmarked expenditures. We also plan to check with the auditors.*

### **Old Business:**

#### 1. Audit Update – Filing AUD

*Briefly discussed again that the auditors would complete the filing of the AUD for approx \$7k.*

#### 2. Credit Card Policy Update

*No update at this time.*

**Public Comment:** *None.*

**Adjournment:** *Meeting was adjourned at 6:58pm with a motion by E. Miller and a second by D. Livingston.*