

**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 June 13, 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
Mayor Decker	Mayor	Present

Also present :

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

Meeting opened at 6:30 pm by Mayor Decker.

**Pledge of Allegiance-**

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

**Public Hearing-** 6:32 pm CDBG presented by Valerie Maginsky

This public hearing is required if the City is interested in applying for a Block Grant. The hearing is for the public to ask questions or comments.

Motion to open hearing D. Livingston Second S. Siegel

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

Motion to leave the Public Hearing will remain open through July 8, 2022 for written comment only with a copy to City Clerk.

Motion by S. Siegel Second by T. Simmons

AYE: 9 ABSENT: 0 (S. Siegel) NAYS: 0 ABSTAIN: 0 CARRIED

**Public Comment-** Barbara Marszalck - A health and wellness center is opening in the Town of Wallkill with a grand opening Saturday June 18<sup>th</sup> at 10am. The 67 Ball Street Community Center is closing this week. Mayor Decker thanked Barbara for all that she does for the community.

**Executive Session-** 6:47 pm

A motion was made by T. Simmons Seconded by D. Livingston to enter into executive session based on Public Officers Law Article 7 105.1f - Exchange of Securities

Article 7 105.1f - Personnel inviting Dave Rivera and the potential of the police chief

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

7:39 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-**

May 23, 2022, Motion by D. Livingston seconded by R. Foster  
 AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

**Executive Session Material-**

Motion to accept Tax Cert Settlement with Chase Bank for 16-18 Ball Street for amount of \$12,245  
 Motion: S. Siegel Second: E. Miller  
 AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Motion to approve the first stipulation of agreement with Greenwood Lake Railroad  
 Motion R. Foster Second S. Siegel  
 AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

**Regular Business-****R. Foster - ADA**

Motion to approve the 504 Grievance Procedure Legal Notice Second by D. Livingston  
 AYE: 9 Absent: 0 NAYS: 0 ABSTAIN: 0 CARRIED  
 Motion to approve Committee report Second by E. Miller  
 AYE: 9 ASENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED  
 The next ADA committee meeting June 8, 2022 at 6:15 pm

**R. Foster - Police -**

Motion to approve Committee report Second by M. Newhauser  
 AYE: 9 ASENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED  
 The next Police Committee meeting is June 14, 2022 for Lieutenant interviews after Flag Day Services

**E. Miller - Finance**

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 Motion to pay the Bills Second M. Fuller  
 AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED  
 Motion to approve Resolution 2022-0613-035 2022 Tax Lien Sale Second D. Livingston  
 AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED  
 Motion to approve May 18, 2022 Finance Meeting Minutes Second S. Siegel  
 AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED  
 The next Finance meeting is on June 15, 2022 at 6pm

**M. Fuller - FEM -**

Motion approve Howard Wheat Engine Comp 4 to attend Nyack parade on 10/08/2022 Second T. Simmons  
 AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED  
 FEM will meet on met on June 20, 2022 at 6:30pm

**M. Mann - Tourism-**

Tourism last met on Wednesday June 8<sup>th</sup>. Thank you to everyone who participated & supported the 1<sup>st</sup> annual fabulous 50's event. To our DPW and police for their assistance during the event as well.  
 The board discussed additions and revisions for next year. Tourism's next event Bella Notte Italiana will be held on Saturday August 20<sup>th</sup> from 4 to 9pm at Orange Square Park located @ 1 N Broome St.  
 Applications are now available for the 28<sup>th</sup> annual fall foliage festival which will be held on Sunday September 25<sup>th</sup> from 10 to 5. To become a vendor or for additional information you may contact the city clerk's office, visit the cities website at [www.portjervisny.gov](http://www.portjervisny.gov) or email tourism chair Laura Meyer at [floralaurapj@yahoo.com](mailto:floralaurapj@yahoo.com).  
 The next Tourism meeting will be on July 13, 2022

**M. Mann - IDA-**

The next meeting will be held on June 20, 2022, at 6pm in the Council Chambers.

Maria Mann - Motion to have the clerk's office keep a Notary Journal Second by S. Siegel

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

**M. Decker -Planning -**

There were two presentations. One was for Rumshock Veterans Foundation 297-299 E. Main Street - a public hearing is set for June 23, 2022, to discuss the completed SEQRA impact study. The other is for Paramount \$ Co, 26 Hill Street SBL 9-13-5 Site development plan to demolish an existing 1,600 sq ft building and construct a new building on its footprint. The public hearing is on June 21, 2022.

The next meeting is June 21, 2022, at 7pm

**M. Decker -Zoning -**

Zoning has not met due to lack of agenda. Next meeting July 5, 2022, at 7pm

**D. Livingston - CDA-**

The PJCDA Board meeting was held remotely on May 25, 2022, at 7:00 p.m. via Zoom. With one correction, the April 27, 2022, meeting minutes were approved and have been loaded on the city website. Draft minutes of the 5/25/22 will also be uploaded. The April financials were approved with expenses of \$21,823 and income of \$108,274. May's expenses are estimated to be \$18,077.46. With 436 families on the waitlist, the Section 8 reported noted 185 families are currently being served. The agency had one Family Self-Sufficiency graduate, and in the near future, anticipates having its first Section 8 First-time Homeowner. The Director gave updates on city projects, the highlights include:

WQIP - watershed expansion through acquisition - as agreements terminate July 15\ the grant contract and MOU with Orange County Land Trust will come before the Council in June for extension consideration.

LSLRP - the contractors' bids were to be opened on 6/2/22.

Urban Forestry- tree removal - after PJCC approval of 4/25/22 the project is working through final contract questions.

The CDBG Trenchless 2 project requires an administrative plan with an updated local procurement policy. A PJCC workshop covering the entirety of the city's wastewater system was scheduled and then postponed. A new date is to be determined.

DPW is currently working off the Sewer Fund.

The EFC \$20M loan requires an engineering report from Farr Engineering which is awaiting financial information.

NYS Consolidated Funding Applications (CFA) and the Downtown Revitalization Initiative (ORI) are due by July 29, 2022.

Options will come before the PJCC in June 2022.

The TD Tree Days Project application for up to \$12,000 for trees and supplies is due by June 1, 2022.

The appropriation request to Congressman Maloney's office for a \$68,000 Department of Justice COPS grant for four street cameras submitted on April 15, 2022, was declined.

PJ IDA preliminarily approved a loan with 100 River Rd. The project is awaiting legal input. A new attorney is needed.

The next Meeting is on June 22, 2022, at 7:00 p.m., the PJCDA will be meeting in person at the Community Center, 2<sup>nd</sup> Floor.

Motion to approve WQIP OCLT MOU Second M. Decker

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

Motion to approve NYS EFC Green Innovation Grant Second E. Miller

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

Motion to table approval for certifying officer and Wastewater Phase 3 until the Special Meeting June 15, 2022

**D. Livingston - DPW**

Motion to approve Assistant DPW Director Contract as written Second E. Miller

AYE: 7 ABSENT: 0 NAYS: 1(Siegel) ABSTAIN: 1 (Mann) CARRIED

Garbage pickup is on normal schedule for the next week.

**T. Simmons - Code-**

Motion to approve Body Worn Camera Policy Building Department Second M. Decker

AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED  
 Next meeting is on July 6, 2022, at 6:30 pm

**M. Newhauser - Recreation-**

Motion to approve 2022-0613-036- 2022 Youth and JAB Funding Second by E. Miller  
 AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

**Recreation Update:**

1. The Youth Center Recreation Room will be open the following hours on the following days:  
 Friday June 17, and Tuesday-Thursday June 21-23- 12:00 pm- 6:00 pm  
 Friday June 24- 11:00 am- 3:00 pm  
 The Youth Center Recreation Room is closed Monday June 20 and June 27-July 1, the Recreation office will be open these days.
2. Fireworks show from Point Peter will be held on Friday July 1, 2022. Fireworks will go off approximately 9:00 pm- 9:15 pm.
3. West End Beach is scheduled to open Monday June 27. Beach schedule is as follows:  
 Monday-Thursday-Friday 12 pm- 6 pm  
 Saturday-Sunday 11 am- 6 pm  
 Beach is closed Tuesday and Wednesday
4. Summer Youth programs at the Youth Center, Church St. Park and Riverside Park are scheduled to begin on Tuesday July 5, 2022. Youth programs are FREE of charge and will be held 9 am- 3 pm Monday-Friday.
5. Please note beach and youth summer program schedules are subject to change.
6. Our scheduled field trip to the baseball hall of fame and Cooperstown NY, scheduled for Friday July 8 has been canceled due to a lack of interest and sign ups.
7. Please help us keep our parks safe and clean. Use trash cans and report any issues to the Recreation office. Also, a reminder that dogs are not permitted in city parks. Dogs are permitted in the Dog Yard, Watershed Trails, D & H Trail, and the Mike McCarthy walkway. Owners and dog walkers are responsible for cleaning up after their dogs.
8. The next recreation Commission meeting is scheduled for Wednesday June 15 at 7 pm at the Youth Center.

**S. Siegel - Housing-** Next meeting is June 28, 2022 at 7pm Hillside Terrace

**Public Comment - None**

**Mayor Decker -**

Consideration to approve Private Event 8<sup>th</sup> Grade Graduation Motion by R. Foster Second by S. Seigel  
 AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Consideration to approve Outdoor Club Event 7/1/2022 Motion by E. Miller Second by M. Decker  
 AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Consideration to approve Bike Event 7/19/2022 Motion by S. Siegel Second by T. Simmons  
 AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Consideration to approve Alcohol License for Sashab Corp Motion by M. Mann Second by E. Miller  
 AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Consideration to approve FMLA for employee 230 Motion by T. Simmons Second by D. Livingston  
 AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Announcement: The second installment of City Taxes are due June 30<sup>th</sup>. If you missed the first installment, contact the Clerk's office at 845-858-4014 for an adjusted amount.

Special Council Meetings: June 14, 2022 6:45pm Lieutenant interviews and June 15, 2022 5:30 Grants and Loans.  
Flag Day June 14, 2022 6pm City Hall

Motion to adjourn at 8:39 pm. Motion D. Livingston Second S. Siegel  
AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

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, June 13, 2022

6:30 pm Regular Session: Pledge of Allegiance



**Public Hearing:** CDBG Public Hearing

**Public Comment:** 5-minute limit per person

BASED ON PUBLIC OFFICERS LAW ARTICLE 7

**Executive Session:** 105.1h Exchange of Securities  
105.1f Personnel

**Approval of Minutes:** May 23, 2022 - Common Council Meeting

Jun 6, 2022 - Special Common Council Meeting - Asst DPW Director

**Address Executive Session Material:**

**Business:**

Foster: (POLICE/ADA) -	Consideration 504 Grievance Procedure Legal Notice Resolution	Motion: Foster; 2 <sup>nd</sup>
Miller: (FINANCE) -	Bills to be Paid:	Motion: Miller; 2 <sup>nd</sup>
	Consideration Tax Lien Sale Authorization 2022 Resolution	Motion: Miller; 2 <sup>nd</sup>
Fuller: (FEM) -		
Mann: (TOURISM/IDA)		
M. Decker: (PLANNING/ZONING) -		
Livingston: (DPW/CDA) -	CDA Update	
	Consideration Resolution NYS DEC WQIP OCLT MOU	Motion: Livingston; 2 <sup>nd</sup> :
	Consideration Resolution NYS CFA Facilities, Green, Water	Motion: Livingston; 2 <sup>nd</sup> :
	Consideration Resolution NYS Designate Certify Official Sewer	Motion: Livingston; 2 <sup>nd</sup> :
	Consideration Contract Approval for Asst DPW Director	Motion: Livingston; 2 <sup>nd</sup> :
Simmons: (CODE) -	Consideration of Body Camera Policy - Bld. Dept	Motion: Simmons; 2 <sup>nd</sup> :
Newhauser: (RECREATION)	Recreation Update	
	Consideration Resolution Youth Bureau Grant Rec & JAB Prog	Motion: Newhauser; 2 <sup>nd</sup> :
Siegel:(HOUSING/VETERANS) -		

**Public Comment:** 5-minute limit per person

Decker -	Consideration: Private Event Riverside 8 <sup>th</sup> Grade Graduation	Motion: ;2 <sup>nd</sup> :
	Consideration: OCOPJ during Fireworks display at Turntable	Motion: ;2 <sup>nd</sup> :
	Consideration: Cadence Event bike race through city	Motion: ;2 <sup>nd</sup> :
	Consideration: Alcohol License for Sashsab Corp (Bro Bruno's)	Motion: ;2 <sup>nd</sup> :
	Consideration: FMLA Employee 230	Motion: ;2 <sup>nd</sup> :
	Announcement: 2 <sup>nd</sup> installment of city taxes due June 30 <sup>th</sup> . If you missed the 1 <sup>st</sup> contact clerks office at 845-858-4014 for adjusted amount	
	Special Council Meetings: Tues Jun 14 <sup>th</sup> 6:45pm - Lt Interviews & Wed Jun 15 <sup>th</sup> 5:30pm - Grants and Loans	
	Flag Day Announcement - Tomorrow, June 14 <sup>th</sup> at 6:00pm City Hall	

**Adjournment:** Motion: ;2<sup>nd</sup>:





**"For the Good of the City" Comment Period**  
**Common Council Meeting Date: 6/13/2022**

**Name:** Barbara Marsala **Address:** 67 Ball St Port Jervis **Email/Phone:** \_\_\_\_\_  
**Topic:** \_\_\_\_\_ (for city use: Assigned Committee \_\_\_\_\_)

**Name:** \_\_\_\_\_ **Address:** \_\_\_\_\_ **Email/Phone:** \_\_\_\_\_  
**Topic:** \_\_\_\_\_ (for city use: Assigned Committee \_\_\_\_\_)

**Name:** \_\_\_\_\_ **Address:** \_\_\_\_\_ **Email/Phone:** \_\_\_\_\_  
**Topic:** \_\_\_\_\_ (for city use: Assigned Committee \_\_\_\_\_)

**Name:** \_\_\_\_\_ **Address:** \_\_\_\_\_ **Email/Phone:** \_\_\_\_\_  
**Topic:** \_\_\_\_\_ (for city use: Assigned Committee \_\_\_\_\_)

**Name:** \_\_\_\_\_ **Address:** \_\_\_\_\_ **Email/Phone:** \_\_\_\_\_  
**Topic:** \_\_\_\_\_ (for city use: Assigned Committee \_\_\_\_\_)



**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS**  
**SECTION 504 GRIEVANCE PROCEDURE LEGAL NOTICE**

**WHEREAS**, on July 13, 2015, the City of Port Jervis adopted a Grievance Procedure to meet the requirements of the Americans with Disabilities Act of 1990 (ADA); and

**WHEREAS**, for compliance purposes, New York State Homes and Community Renewal (“NYS HCR”) a city grantor, requires the publication of the of the plan as a legal notice.

**NOW THEREFORE**, it is hereby

**RESOLVED**, that the Common Council of the City of Port Jervis hereby approves the publication of the City’s Grievance Procedure as a legal notice by order of Mayor Kelly B. Decker at the City Clerk Treasurer’s earliest opportunity.

Motion by R. Foster

Second by: D. Livingston

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: June 13, 2022**

  
\_\_\_\_\_  
City Clerk Treasurer

**GRIEVANCE PROCEDURE UNDER THE  
AMERICANS WITH DISABILITIES ACT  
FOR THE CITY OF PORT JERVIS,  
ORANGE COUNTY, NEW YORK**

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 (ADA). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the City of Port Jervis, Orange County, New York. Employment related complaints of disability discrimination are covered elsewhere, in policies available from the human resources office of the City of Port Jervis, Orange County, New York.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date and description of the problem. No particular format of the complaint is required. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted in writing by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

City Clerk-Treasurer  
City of Port Jervis  
Port Jervis Municipal Building  
20 Hammond Street  
Port Jervis, New York 12771

Within fifteen days after receipt of the complaint, the ADA Coordinator or his/her designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the ADA Coordinator or his/her designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of the City of Port Jervis, Orange County, New York, and offer options for substantive resolution of the complaint.

If the response by the ADA Coordinator or his/her designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the agency head or his/her designee.

Within 15 calendar days after receipt of the appeal, the agency head or his/her designee will respond in writing, and, where appropriate, in a format accessible to the complainant; with the agency's final resolution of the complaint, or indicating that the matter has been returned to the ADA Coordinator for further action. If further response is indicated, the complainant will be contacted within 15 calendar days.

All written complaints received by the ADA Coordinator or his/her designee, appeals to the agency head or his/her designee, and responses from these two offices will be retained by the City of Port Jervis, Orange County, New York, for at least three (3) years.

## ADA Meeting Minutes for June 8, 2022

- Called meeting to order at 5:00p.m.
- Present:
  - ✓ Steve Duryea
  - ✓ Wayne Addy
  - ✓ Jennifer Foster
  - ✓ Regis Foster
  - ✓ Gina Torres
  - ✓ Tim Monahan
  - ✓ Laura Quick
- Minutes were approved at the March 7, 2022 meeting by Jennifer Foster and seconded by Regis Foster.
- Old Business:
  - ✓ None
- New Business:
  - ✓ Steve informed the board there will be new ADA compliant concrete sidewalks from West Main to the West End Beach bathhouse installed along Ferry Street. The street will also be paved as well.
  - ✓ There were no complaints.
- Meeting adjourned at 5:13p.m. by Gina Torres and seconded by Regis Foster.
- The next ADA Meeting will be held on Wednesday, September 21, 2022 at 5:00p.m. in the Council Chambers.

## Clerk Treasurer

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**From:** William Worden  
**Sent:** Monday, June 13, 2022 2:26 PM  
**To:** 2022-2024 Council  
**Cc:** Clerk Treasurer; John Fitzpatrick  
**Subject:** Monthly Report- Updates Police Dept  
**Attachments:** MONTHLY REPT 05-2022 MAY PDF.pdf

Good Afternoon,

Attached is the monthly report for May 2022.

- We are experiencing increased incidents involving the crimes of burglary, larceny, and weapons related offenses. Overall, our Part I Crimes increased by 46%, largely attributed to property related crimes. Our Part I violent crimes appear to be trending similar to 2021. Our Part II offenses which cover categories ranging from criminal mischief, fraud, controlled substance possession to simple assault have decreased by 11%.

National Night Out:

- We are planning the return of National Night Out Against Crime scheduled for Tuesday August 2, 2022, 6pm at Riverside Park. The Proud to Be Drug Free Parade will begin at City hall at 5:30pm and arrive at Riverside Park at approximately 6pm for the event. If you would like to assist with event planning, or wish to participate in the event, please contact me to coordinate. The department will be distributing applications and information via email, social media and department website.

Summer Safety Day:

- ASK First Grade- Scheduled for June 21<sup>st</sup> from 930am to 1130 am. Police, Fire, EMS, National Park Service and DPW services will be demonstrated for all first grade classes with a summer safety theme provided.

Pedestrian Safety Wave:

### **Pedestrian Safety Awareness for Children and Older Adults**

The Port Jervis City Police Department is proud to participate in the 2022 Governor's Traffic Safety Committee's "Operation See! Be Seen! Pedestrian Safety Enforcement Mobilization" operating June 10-23, 2022. Using grant funding obtained under the 2021-22 Police Traffic Services Program through the Governor's Traffic Safety Committee, the department will deploy additional patrol officers to areas of the city that contain increased volumes of pedestrian and vehicular traffic to provide education and enforcement efforts designed to improve both pedestrian and driver safety in crosswalks and roadways.

Pedestrian Safety is an important traffic safety issue and public health concern for New York State. Everyone becomes a pedestrian at some point in their travels. Approximately 300 pedestrians

are killed and 15,000 injured by motor vehicles each year on the state's roadways and more than 3,000 pedestrians are admitted to the hospital annually. Injuries to pedestrians are among the top 10 leading causes of injury-related hospital admissions and death for almost all age groups In New York State. Between January 2015 – May 2022 in the City of Port Jervis, 45 pedestrians were injured after being struck by a motor vehicle.

Both drivers and pedestrians need to know and follow the rules of the road to assure pedestrian safety. It is a shared responsibility, and both can be subjected to fines for not obeying vehicle and traffic laws. The majority of pedestrian-motor vehicle crashes involve driver error, including distraction, failure to yield, and speeding. Pedestrians are responsible for following vehicle and traffic laws as well. One out of four crashes with a pedestrian involve pedestrian error or inattention.

Children and Older Adults (65+) are vulnerable to pedestrian injuries and death. Common risk factors for children's pedestrian-related injuries include: child darting into the street; motorist turning into the path of a child; child hidden from view by a bus and on-coming motorist does not stop; and motorist backing up into roadways, driveways and parking lots. Pedestrian safety education including instruction and practicing basic rules of the road can be effective and should be reinforced by parents and caregivers.

Older adults (65+) can also take steps to prevent pedestrian injuries by recognizing five main risk factors to avoid getting struck by a motorist: properly following signals at intersections; safely stepping off the curb; providing motorists adequate pedestrian visibility; awareness of motorist backing up into roadways, driveways and parking lots; awareness of environmental conditions; and addressing personal health concerns or impairments that could make walking safer. Older adults (65+) are only one segment of the community who need to have the option to walk for errands, health benefits, socializing and other purposes.

In an effort to raise pedestrian safety awareness statewide, the **"See! Be Seen!"** educational campaign was created by the NYS Department of Health and Governor's Traffic Safety Committee to provide safety tips for both pedestrians and drivers. A toolkit of resources including posters, tip cards, PowerPoint presentations, educational tools for law enforcement and video PSAs focusing on pedestrian and driver behaviors can be found at Governor Cuomo's Pedestrian Safety website [www.ny.gov/programs/pedestrian-safety-action-plan](http://www.ny.gov/programs/pedestrian-safety-action-plan).

To prevent and avoid pedestrian-related injuries or death, pedestrians and motorists are encouraged to follow these safety tips:

**"See!"** Tips for Motorists:

- Yield for pedestrians at crosswalks and intersections.
- Do not block crosswalks when stopped at intersections.
- Do not run red lights.
- Slow down and obey speed limits.

- Always look for pedestrians, particularly when turning at a green light or making a right turn on red.
- Take extra care around schools, playgrounds and neighborhoods.
- Be careful when passing stopped vehicles. They might be stopping for pedestrians.
- PAY ATTENTION! Do not text and drive!

**“Be Seen!” Tips for Pedestrians:**

- Cross at intersections and marked crosswalks. Look-left-right-left again.
- Use pedestrian push-buttons where available and WAIT for the signal to cross.
- Use sidewalks. If there are no sidewalks, walk facing traffic so you see vehicles and drivers see you.
- Stay visible after dark and in bad weather by wearing light-colored or reflective clothing.
- Watch for vehicles backing out of parking spaces and exiting driveways.
- Make eye contact with drivers so they see you.
- Look left, look right, and then look left again before crossing a street.
- PAY ATTENTION! Don’t text while crossing!

For more information on pedestrian safety, visit Governor Cuomo’s Pedestrian Safety website [www.ny.gov/programs/pedestrian-safety-action-plan](http://www.ny.gov/programs/pedestrian-safety-action-plan) or email [injury@health.ny.gov](mailto:injury@health.ny.gov).

**William J. Worden, MPA**

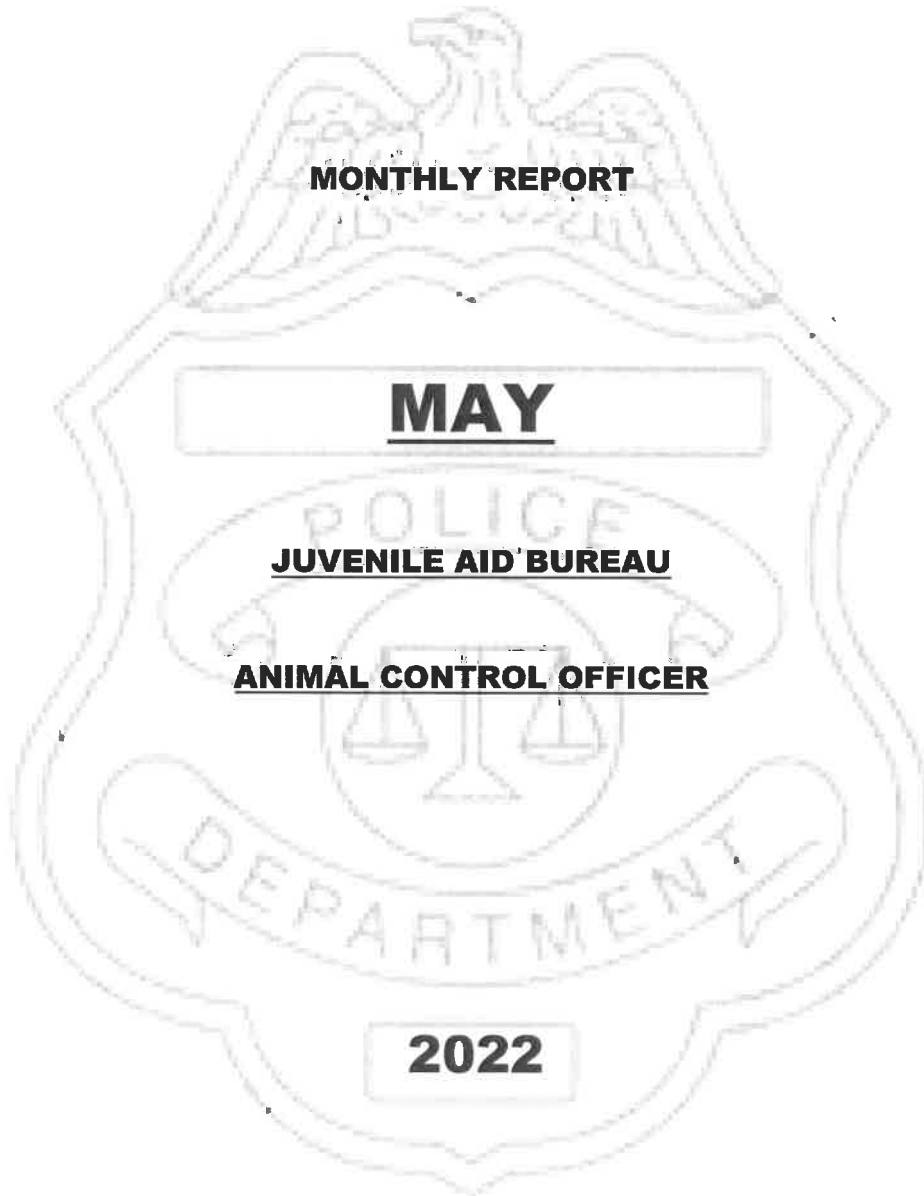
Chief of Police  
 Port Jervis Police Department  
 20 Hammond St  
 Port Jervis, NY 12771  
 Office: (845)856-5101  
 Fax: (845)858-4078  
[www.portjervispolice.com](http://www.portjervispolice.com)

*“All the great things are simple, and many can be expressed in a single word: freedom, justice, honor, duty, mercy, hope” –Winston Churchill*



# 2022

## PORT JERVIS POLICE DEPARTMENT



**MONTHLY REPORT**

**MAY**

**JUVENILE AID BUREAU**

**ANIMAL CONTROL OFFICER**

**2022**



**City of Port Jervis Police Department**  
**Office of the Chief of Police**

**Chief of Police**

**WILLIAM WORDEN**

**20 Hammond Street**  
**Port Jervis, NY 12771**

**Tel : (845) 856-5101**

**Fax: (845) 858-4078**

**E-mail: [pjpolice@citlink.net](mailto:pjpolice@citlink.net)**

**MONTHLY REPORT FOR THE MONTH OF MAY, 2022**

	<u>CURRENT MONTH</u>	<u>YEAR-TO-DATE</u>
<b>TOTAL INCIDENTS FOR THE MONTH</b>	<b>979</b>	<b>4,454</b>
<b>TOTAL TRAFFIC STOPS</b>	<b>112</b>	<b>729</b>
<b>TOTAL TICKETS ISSUED FOR THE MONTH</b>	<b>274</b>	<b>1,340</b>
<b>TOTAL AUTO ACCIDENTS FOR THE MONTH</b>	<b>19</b>	<b>123</b>
<b>TOTAL MILEAGE ON PATROL VEHICLES</b>	<b>10,984</b>	<b>52,814</b>
<b>USE OF FORCE REPORTS FILED</b>	<b>4</b>	<b>16</b>
<b>TOTAL DOMESTICS FOR THE MONTH</b>	<b>39</b>	<b>154</b>
<b>ANIMAL CONTROL COMPLAINTS</b>	<b>31</b>	<b>95</b>
<b>PRISONERS DETAINED LOCALLY</b>	<b>12</b>	<b>56</b>
<b>TOTAL ARRESTS FOR THE MONTH</b> ( INCLUDES 8 FOR BENCH WARRANTS / OTHER AGENCY )	<b>71</b>	<b>387</b>

**SEE ATTACHED REPORTS:**  
**JUVENILE AID BUREAU**  
**ANIMAL CONTROL OFFICER**

**REPECTFULLY SUBMITTED,**

*William Worden*

**WILLIAM J. WORDEN**  
**CHIEF OF POLICE**

## REPORTED OFFENSES IBR SUBMISSION

OFFENSE	Jan	Feb	Mar	Apr	May	Total
100-Kidnaping	0	1	0	1	0	2
11B-Forcible Sodomy	1	0	0	0	0	1
120-Robbery	1	0	0	0	0	1
13A-Aggravated Assault	3	0	3	3	1	10
13B-Simple Assault	8	16	15	17	10	66
13C-Intimidation	1	0	1	3	2	7
220-Burglary/Breaking and Entering	3	1	2	2	1	9
23C-Shoplifting	1	1	0	0	2	4
23D-Theft from a Building	4	1	2	0	5	12
23F-Theft from a Motor Vehicle	0	2	2	1	2	7
23H-All Other Larceny	6	3	5	6	14	34
240-Motor Vehicle Theft	0	0	0	1	0	1
250-Counterfeiting/Forgery	1	1	0	2	2	6
26A-False Pretenses/Swindle/Confidence Game	1	0	0	0	0	1
26C-Impersonation	1	1	2	0	0	4
26F-Identity Theft	0	1	2	0	2	5
280-Stolen Property Offenses	1	0	1	0	0	2
290-Destruction/Damage/Vandalism of Property	5	7	13	11	11	47
35A-Drug/Narcotic Violations	40	24	12	5	4	85
35B-Drug Equipment Violations	4	5	2	0	0	11
370-Pornography/Obscene Material	0	2	2	0	0	4
40A-Prostitution	2	1	0	0	0	3
520-Weapon Law Violations	2	2	5	6	2	17
90C-Disorderly Conduct	1	2	4	0	1	8
90D-Driving Under the Influence	7	10	12	8	18	55
90J-Trespass of Real Property	2	3	3	2	1	11
90Z-All Other Offenses	13	6	18	20	9	66
999-Do Not Count	1	1	1	1	2	6
<b>Total</b>	<b>109</b>	<b>91</b>	<b>107</b>	<b>89</b>	<b>89</b>	<b>485</b>

## MOTOR VEHICLE ACCIDENTS

	<u>CURRENT MONTH</u>	<u>YEAR TO DATE</u>
PROPERTY DAMAGE (PDAA)	18	119
PERSONAL INJURY (PIAA)	1	4
PERSONAL INJURY (PEDESTRIAN)	0	0
PERSONAL INJURY (FATAL)	0	0
	-----	-----
TOTAL	19	123

## TICKET SUMMARY

	<u>CURRENT MONTH</u>	<u>YEAR TO DATE</u>
PARKING TICKETS ISSUED	3	180
TRAFFIC TICKETS ISSUED	271	1,160
	-----	-----
TOTAL	274	1,340

## PARTIAL TICKET BREAKDOWN

<u>TRAFFIC OFFENSE</u>	<u>TICKETS ISSUED THIS MONTH</u>
SPEEDING	28
NO/EXPIRED INSPECTION	26
EQUIPMENT VIOLATIONS	24
UNLICENSED / SUSPENSIONS	48
REGISTRATION VIOLATIONS	21
SEAT BELT VIOLATIONS	33
CELL PHONE USE	17

**City of Port Jervis  
Monthly Juvenile Bureau Report  
May 2022**

HIGHLIGHTED RED DENOTES ACTUAL ARREST

Offense	R/C	A	1-9yr	M	F	10-12yr	M	F	13yr	M	F	14yr	M	F	15yr	M	F	16yr	M	F	17yr	M	F	White	M	F	Black	M	F	Hisp	M	F	BiRacial	M	F	
Assault 2nd/Criminal Poss Wep	1	1													1	1								1	1											
Harassment 2nd	3	4																3	3	1	1			4	4											
Petit Larceny	1	3							2	2					1	1								2	1	1	1	1								
Criminal Poss Weapon 4th	1	1																1	1							1	1									
Discon	1	5	2	2		1	1		1	1	1	1	1	1										3	3	1	1	1	1	1						
<b>Total Criminal</b>	<b>7</b>	<b>14</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>10</b>	<b>5</b>	<b>5</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	
Offense	R/C	A	1-9yr	M	F	10-12yr	M	F	13yr	M	F	14yr	M	F	15yr	M	F	16yr	M	F	17yr	M	F	White	M	F	Black	M	F	Hisp	M	F	BiRacial	M	F	

Non Criminal	R/C	A	1-9yr	M	F	10-12yr	M	F	13yr	M	F	14yr	M	F	15yr	M	F	16yr	M	F	17yr	M	F	White	M	F	Black	M	F	Hisp	M	F	BiRacial	M	F		
9.41 MHL																																					
P.I.N.S.																																					
Juvenile Contacts	10	13	1	1		3	1	2	2		2	3	2	1	1	1		1	1	2			6	3	3	3	3	3	4	4							
Runaways																																					
<b>Total Non Criminal</b>	<b>10</b>	<b>13</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>6</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
Offense	R/C	A	1-9yr	M	F	10-12yr	M	F	13yr	M	F	14yr	M	F	15yr	M	F	16yr	M	F	17yr	M	F	White	M	F	Black	M	F	Hisp	M	F	BiRacial	M	F		

Total Arrests 27

Disposition Of Juveniles	1-9yr	M	F	10-15yr	M	F	16yr	M	F	17yr	M	F
Handled within department and released	2	2		13	7	6	5		3	3		3
Referred to Port Jervis Youth Center												
Referred to Family Court/ Probation intake				1	1		1	1				
Referred to Welfare Agency							1		1			
Referred to outside police agency				1	1							
Referred to adult court system												
<b>Total</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>15</b>	<b>9</b>	<b>6</b>	<b>7</b>		<b>4</b>	<b>3</b>	<b>0</b>	<b>3</b>
<b>Total sum</b>	<b>27</b>											

Public Service		M	F
Date:	Event		
5/19/2022	Cops vs Kids Volleyball	20	20

*Det. Pete Washalski*

## MAY 2022 ANIMAL CONTROL REPORT

Dispatched/# Contacts	
Call Type	# Calls
Dog	40
Cat	7
Raccon	5
Bat/Bird/Snake	0
Wood Chuck	0
Skunk	1
Possum	0
Bear	0
Squirrel	2
Other	1
<b>Total</b>	<b>56</b>

Animals Euthanized	
Type	# Euthanized
Dog	0
Cat	1
Raccon	0
Bat/Bird/Snake	0
Wood Chuck	0
Skunk	0
Possum	0
Squirrel	0
<b>Total</b>	<b>1</b>

Brought to shelter	
Type	#TOT Shelter
Dog	2
Cat	3
<b>Total</b>	<b>5</b>

Emergency Vet Care	
Type	#
Dog	0
Cat	0
<b>Total</b>	<b>0</b>

Charges/Warnings						
Offenses		Disposition				
Port Jervis City Code		App. Ticket	Warnings		Total	
			Written	Verbal		
PJCC 215-9	License and Tag Required	0	0	2	2	
PHL 2141-1	Rabies Vaccination	0	0	0	0	
PJCC 215-13	Dog Running at Large	0	0	0	0	
PJCC 215-20	Nuisance By Animal	0	0	0	0	
PJCC 215-12	Removal Of Feces Required	0	0	0	0	
PJCC 215-14	Leashing Required	0	0	0	0	
PJCC 389-2E	Animal in City Park	0	0	0	0	
PJCC 535-4B	Maximum # of Domestic Animals	0	0	0	0	
PJCC 215-27	Dangerous Dog	0	0	0	0	

State of New York AGM - Article 26						
353	Cruelty		0	0		0
353-a	Aggravated Cruelty	0	0	0		0
353-b	Appropriate Shelter for Dog	0	0	0		0
353-d	Confinement of Companion Animals	0	0	0		0
355	Abandonment of Animals	0	0	0		0
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>

Arrests		
Apperance Tickets Written		0
Ongoing Cruelty Investigations		0

TNR PROGRAM NUMBER OF CATS TAKEN TO VET	0
TNR PROGRAM FUNDS USED	0

*Jeffery Ewing*  
Animal Control Officer

**CITY OF PORT JERVIS**

Accounts Payable

6/13/2022

Council Meeting

1 General Fund	\$340,206.94
2 Water Fund	\$132,532.79
3 Sewer Fund	\$33,063.90
4 Capital Fund	\$37,329.95
5 Trust and Agency	\$74,216.08
Total	<u>\$617,349.66</u>

**GENERAL, WATER & SEWER FUNDS**

Marshall & Sterling (Insurance Renewal)	\$280,439.45
Bonadio & Co. LLP	\$10,000.00
Fluery Risk Management	\$39,681.60
NYSIF Workers Comp	\$71,926.94

**CAPITAL FUND**

Manufactured Technologies	\$18,905.26
Div of Correctional - Lockers for Police	\$8,510.00
Perma-Liner Industries	\$3,768.51

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS**  
**2022 TAX LIEN SALE**

**WHEREAS**, the City of Port Jervis Common Council has reviewed a listing presented by the City Clerk Treasurer of all properties with outstanding amounts due for property taxes and any charges as re-levied to the tax bills from the year 2021 and earlier as applicable within the City of Port Jervis; and

**WHEREAS**, it is also recognized that these outstanding amounts are subject to tax lien sale as per the Charter and Code of the City of Port Jervis.

**It is hereby RESOLVED**, that the Common Council of the City of Port Jervis

Authorizes the City Clerk Treasurer to proceed with a tax lien sale on all properties with outstanding taxes and re-levied charges resulting from 2021 or earlier as of July 1, 2022 as prescribed in the City Code and Charter with all notifications as necessary and final lien sale to occur on November 15<sup>th</sup> 2022 at 2pm in the Council Room at 20 Hammond Street, Port Jervis, New York.

Motion by: E. Miller

Second by: D. Livingston

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

**DATED: June 13, 2022**

  
\_\_\_\_\_  
**City Clerk Treasurer**

# CITY OF PORT JERVIS

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



Finance Committee Meeting  
May 18, 2022 6:00 pm

*The meeting was called to order at 6:00PM by Chair Elizabeth Miller*

**Attendance:** Regis Foster, Misty Fuller, Maria Mann, Denis Livingston, Melissa Newhauser, Stanley Siegel, Kelly Decker, Laura Quick, Bobbie Jo Muller, William Warden, Keith Brown, Anthony Fuller, Steve Duryea, Wayne Addy.

**Pledge of Allegiance**

**Public Comment:** *No public comment*

**Approval of the Minutes:** April 20, 2022 Minutes  
*Minutes were approved with a motion by Misty Fuller and a second by Denis Livingston.*

**Executive Session:** *Entered into executive session at 7:07pm, MF made the motion with a second by Denis Livingston. Steve Duryea, Wayne Addy, and Laura Quick were asked to join.*

## **New Business**

1. Debt Schedule  
*The debt schedule was discussed.*
2. City Hall 1<sup>st</sup> Floor AC Unit  
*Laura Quick, along with Wayne Addy provided information about heating and air conditioning issues on the first floor. It was decided that a new unit would not be purchased and would be discussed again at a later date. (Update: this has since been fixed)*
3. Insurance Coverage Renewal  
*This was a budgeted expense and we were given an update on the policy from Clerk Treasurer, Laura Quick.*

## **Old Business:**

1. Capital Purchases

*The council present, in addition to Department heads and members, discussed potential capital purchases. Each department head was able to previously provide the finance chair with their written needs, some attended to reiterate those needs. Council discussed using incoming ARPA funds instead of borrowing for these purchases on a capital note. The Farnum House's conditions were discussed and will be revisited at another time.*

**Public Comment:** *No public comment*

## **Adjournment:**

*Meeting was adjourned at 7:37pm, motion by Misty Fuller, second by Denis Livingston.*





# 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  
**Rev. Matthew C. Newcomb**

Department Secretary  
**William R. Werner**

Department Treasurer  
**Robert A. Waligroski**

Deputy Chief  
**James W. Rohner, Jr.**

Deputy Chief  
**Jeffrey S. Rhoades**

Deputy Chief  
**Dominic M. Cicalese**

6 June 2022

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

RE: Events  
**Howard Wheat Engine Company No. 4**

Dear Mayor Decker and Members of the City Council,

It is requested that the below events be approved for the Port Jervis Fire Department and Company stated:

**Howard Wheat Engine Company No. 4 requests permission to attend a parade in Nyack on 10/08/2022**

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

Respectfully submitted,

*William R. Werner*  
William R. Werner  
Department Secretary

Approved:

Disapproved:

Date: 6/13/22

Initials: WJ



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



**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS**  
**WQIP GRANT AND ORANGE COUNTY LAND TRYST MOU EXTENTION**

**WHEREAS**, in 2019 the City of Port Jervis executed a \$1,882,500 grant contract with the NYS Department of Environmental Conservation (“DEC”) for land acquisition by the City to expand and protect the City’s watershed located within the Town of Deerpark; and

**WHEREAS**, in conjunction with this grant, a Memorandum of Understanding (“MOU”) with the Orange County Land Trust (“OCLT”) to perform consulting services, program management and eventual perpetual stewardship of certain conservation easements resulting from this project was also executed; and

**WHEREAS**, both the NYS DEC Water Quality Improvement Program (“WQIP”) grant and the OCLT MOU have the same termination date of July 1, 2022; and

**WHEREAS**, primarily due to the Covid pandemic as well as impacts resulting from personnel changes within OCLT, scheduled tasks set forth in the grant contract and MOU were delayed; and

**WHEREAS**, the first of three potential land acquisition purchases is currently in process; and

**WHEREAS**, the NYS DEC has informed the City that it will consider an initial contract extension of 12-months, with, if necessary, an additional 6-month extension; and

**WHEREAS**, the Common Council has determined that it is in the best interest of the City to seek extensions of the grant contract and MOU,

**NOW THEREFORE**, it is hereby

**RESOLVED**, that the Common Council of the City of Port Jervis hereby approves the submission of an extension request of 12-months to the NYS DEC with respect to grant number DEC01-C00863GG-3350000 to July 1, 2023 and enter into an MOU extension with OCLT for the same time period without any other amendments to the grant contract or MOU and that either the Mayor, the Port Jervis Community Development Agency Executive Director, or other person designated by the Mayor, is authorized to execute any and all documents in connection with the extension.

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	AYE

DATED: June 13, 2022

  
\_\_\_\_\_  
City Clerk Treasurer

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is effective this 13 day of Feb, 2020 by and between

City of Port Jervis ("City"), a New York municipal corporation, having a mailing address of P.O. Box 1002, Port Jervis, New York 12771

and

Orange County Land Trust, Inc. ("OCLT"), a New York not-for-profit corporation having a mailing address of P.O. Box 269, Mountainville, New York 10953

**WHEREAS**, the City and OCLT collaborated in 2018 on the City's application to the NYS Department of Environmental Conservation ("DEC") Water Quality Improvement Program ("WQIP") for a grant to establish a land and conservation easement acquisition program for the protection of surface water bodies permitted as a drinking water supply, which grant ("DEC WQIP Grant") was awarded to the City;

**WHEREAS**, the City has entered into contract no. DEC07-C00863GG-3350000 with the DEC ("DEC Contract") for the DEC WQIP Grant, which DEC Contract is attached hereto as Exhibit A and incorporated herein;

**WHEREAS**, OCLT has expertise in negotiating and completing conservation easement and land acquisition transactions and is authorized under the DEC Contract to act as a consultant to the City and enter into a Memorandum of Understanding with the City to undertake certain activities detailed in the DEC Contract, Attachment B-1 (Expenditure Budget, Non-Personal Services Detail), Attachment C (Work Plan Summary) and Attachment C (Work Plan Detail), which activities align with OCLT's mission and charitable purpose;

**WHEREAS**, pursuant to the DEC Contract, Attachment B-1, the City is authorized expend up to \$334,500.00 for OCLT's consultant services and other consultant services for transaction, due diligence and closing costs (provided that no part of said \$334,500 is authorized to be applied to purchase prices);

**WHEREAS**, the DEC WQIP Grant requires a match of at least 25% of eligible costs under the Grant, and OCLT has agreed to provide a portion of the required match as detailed below;

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein and other valuable and sufficient consideration received, and with the intent to be legally bound, the City and OCLT agree to the following terms and conditions:

**1. OCLT CONSULTANT SERVICES.** OCLT agrees to conduct certain activities as a consultant to the City which activities are identified in the DEC Contract Attachment B-1 (Expenditure Budget, Non-Personal Services Detail), Attachment C (Work Plan Summary) and Attachment C (Work Plan Detail). These activities include, but are not limited to:

- a. Mapping and prioritizing conservation targets.

- b. Conducting initial outreach to landowners of high priority parcels.
- c. Conducting site visits, meeting with landowners and evaluating specific properties.
- d. Coordinating purchase agreements between the City and landowners for the acquisition of land or conservation easements
- e. Coordinating with the City to complete due diligence (appraisal, survey, title and environmental assessment (fee acquisitions only).
- f. Completing Baseline Documentation Reports for conservation easement acquisitions.
- g. Coordinating with the City in obtaining DEC approval as required by Attachment C (Work Plan Summary) and Attachment C (Work Plan Detail).

**2. PROJECT MANAGEMENT.** OCLT's Director of Conservation and Stewardship will coordinate activities on behalf of OCLT. The Executive Director of the Port Jervis Community Development Agency will coordinate activities on behalf of the City. Communication between the City and OCLT will be sent using the following contact information:

OCLT Director of Conservation and Stewardship  
Matt Decker  
Mailing Address:  
PO Box 269  
Mountainville, NY 10953  
Phone: 845-534-3690, extension 14  
Email: Matt@oclt.org

Port Jervis Community Development Agency Executive Director  
Valerie Maginsky  
Mailing Address:  
PO Box 1002  
Port Jervis, NY 12771  
Phone: 845-858-4024  
Email: director@pjcd.org

Based on initial outreach to landowners, OCLT will bring potential conservation easement and land acquisition projects to the City for review as compliant with the DEC WQIP Grant requirements before proceeding. With each conservation project that is deemed viable by the City and OCLT, a "Project Plan" will be written by OCLT for review by the City before DEC WQIP Grant funds other than OCLT staff time are incurred. The Project Plan will include maps and a description of conservation values and water resources to be protected. The Project Plan will also describe the desired conservation outcome, the steps necessary to complete the project and the responsible party for each step, the costs associated with the project (including easement stewardship or land management costs), and a plan for how the costs will be paid for through DEC WQIP Grant funds or other sources. Once agreed upon by the City and OCLT, each Project Plan will be appended to this Memorandum as an Exhibit.

**3. COSTS AND PAYMENT.** The City shall pay OCLT from funds received from DEC under the DEC Contract for its personnel time at the following rates:

OCLT Executive Director: \$60  
OCLT Director of Conservation and Stewardship: \$40  
OCLT Project Manager: \$26  
OCLT Stewardship Associate: \$23

OCLT will invoice for these services and out-of-pocket transaction, due diligence and closing costs on a quarterly basis, not more than thirty-five (35) days before the end of each quarter and the City will submit these invoices to DEC for payment under the DEC Contract.

If DEC denies payment for OCLT fees or out-of-pocket transaction, due diligence and closing costs, the City will have no obligation to pay any such fees or costs related to this Memorandum or the terms thereof. If DEC denies payment, the City agrees to cooperate with OCLT to appeal DEC's decision and obtain payment for OCLT's fees and costs.

OCLT will coordinate with the Executive Director of the Port Jervis Community Development Agency or other representative designated by the City in writing on expenditure and progress reports to the DEC.

To assist the City in satisfying the DEC Contract match requirements, OCLT will provide the following match from personnel costs over the three (3) year term of the DEC WQIP Grant:

- Mapping and parcel prioritization: 50% of personnel costs up to \$4,500 will be an in-kind match.
- Landowner outreach and communication: 33% of personnel costs up to \$10,000 will be an in-kind match.
- Negotiation, due diligence, baseline documentation reports and management reports, and other transaction, due diligence and closing activities: 50% of personnel costs up to \$30,000 will be an in-kind match.

OCLT will endeavor to obtain additional matching funds as follows:

- Out-of-Pocket Transaction, Due Diligence and Closing Costs: title reports, title insurance, property surveys, appraisals, filing fees, environmental assessments, OCLT legal fees, real estate transfer taxes, and other transaction, due diligence and closing costs. OCLT will look for opportunities to pay for 25% of these costs up to \$35,000 from OCLT's contract with Orange County Planning or Open Space Institute's ("OSI") Delaware River Watershed Protection Fund.
- Conservation Easement Stewardship Costs: initial conservation easement stewardship and defense fund contribution and first year conservation easement defense liability insurance policy. OCLT will look for opportunities to pay for 33% of these costs up to \$25,000 from funding sources outside of the DEC WQIP Grant.
- Land and Conservation Easement Purchase Price: OCLT will look for opportunities to pay for 30% of these costs up to \$557,490 from OSI's Delaware River Watershed Protection Fund.

OCLT will provide documentation of match to the City sufficient to meet the reporting requirements under the DEC Contract.

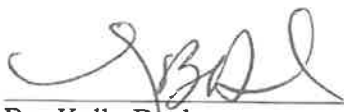
**4. CONSERVATION EASEMENT ACQUISITION AND MONITORING.** Per the DEC Contract, Attachment C (Work Plan Summary), OCLT is authorized to: (i) co-hold with the City conservation easements acquired with DEC WQIP Grant funds; (ii) contract with the City for conservation easement monitoring activities for conservation easements acquired with DEC WQIP Grant funds held solely by the City. OCLT may not co-hold such conservation easements or contract for such monitoring unless and until OCLT's Board of Directors, in its absolute and sole discretion, authorizes such actions.

**5. TERM.** The term of this Memorandum of Understanding shall be the term of the DEC Contract: June 30, 2019 to July 1, 2022 and OCLT and the City specifically agree and acknowledge that the effective date predates the parties' signatures. The term may be extended if the term of the DEC Contract is extended by agreement of the Parties.

**6. DEC CONTRACT CONTROLS.** The terms of the DEC Contract will control in the event of a conflict between the DEC Contract Easements and this Memorandum of Understanding.

IN WITNESS WHEREOF, the Parties hereto have executed this Memorandum of Agreement and intend that it be effective as of the 30<sup>th</sup> day of June, 2019.

**CITY OF PORT JERVIS**

  
\_\_\_\_\_  
By: Kelly Decker  
Title: Mayor

DATE: 2/13/2020

**ORANGE COUNTY LAND TRUST, INC.**

  
\_\_\_\_\_  
By: James Delaune  
Title: Executive Director

DATE: 2/11/20

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS**  
**NYS EFC GREEN INNOVATION GRANT PROGRAM -WATER METER REPLACEMENT**

**WHEREAS**, water meters throughout the City of Port Jervis are coming to the end of their useful lives; and

**WHEREAS**, through the 2022 NYS CFA, the NYS Environmental Facilities Corporation is offering a Green Innovation Water Efficiency grant that supports water meter replacement; and

**WHEREAS**, under the conditions of this grant, for this \$2,400,000 project, the City of Port Jervis' Median Household Income allows for a grant application of 75% (\$1,800,000) and requires a 25% (\$600,000) match.

**NOW THEREFORE**, be it resolved that the Common Council of the City of Port Jervis, hereby approves the submission of a NYS Environmental Facilities grant through the Consolidated Funding Application for a water meter replacement project totaling \$2,400,000 containing a 75% grant and 25% local match and that the Mayor, or his designee, the Port Jervis Community Development Agency executive director, or other, is authorized to execute any and all documents in connection with the application.

Motion by D. Livingston Second by: E. Miller

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: June 13, 2022

  
\_\_\_\_\_  
City Clerk Treasurer

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS**  
**2022 YOUTH RECREATION PROGRAM AND JUVENILE AID BUREAU**

**WHEREAS**, the City of Port Jervis Common Council is desirous of continuing programs funded by the New York State Office of Children and Family Services through the Orange County Youth Bureau; and

**WHEREAS**, both the Youth Recreation program and the Juvenile Aid Bureau program are funded through the Orange County Youth Bureau; and

**WHEREAS**, the approved awards are \$19,000 for the Youth Recreation program and \$8,000 for the Juvenile Aid Bureau program.

**NOW, THEREFORE**, be it resolved that the Common Council of the City of Port Jervis hereby accepts the funding for 2022.

Motion by: M. Newhauser

Second by: E. Miller

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: June 13, 2022**

  
\_\_\_\_\_  
City Clerk Treasurer