

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 August 28, 2023, 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 | Absent |
| Denis Livingston | 3rd Ward | Present |
| Vacant | | |
| 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, Corporation Counsel William Frank, Esq, Carole Gallagher, ESQ

The 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- None.

Mayor Appointment - None

Presentation - None.

Public Comment- None.

Executive Session- 6:31 pm

A motion by T. Simmons second by R. Foster to enter executive session based on Public Officers Law Article 7

- 105.1h- Securities (x6) inviting City Clerk Quick
 - 105.1h - Contractual (x1)
- AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

7:04 pm A motion was made by T. Simmons to return from executive session second by D Livingston

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

Approval of Minutes-

- Motion to approve August 14, 2023 minutes R. Foster second D. Livingston .
- AYE: 7 ABSENT: 0 NAYS: 0 ABSTAIN: 1 (FULLER) CARRIED

Executive Session Material-

- Motion by T. Simmons to engage Peter Melewski LLC to study an at grade railroad crossing for the DRI project starting at 180 billable hours second by M. Mann. AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion by D. Livingston to contract A-Tech to work on the Fire Museum front apron in the amount of \$4500 from contingency second by M. Fuller. AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion by E. Miller to approve Resolution 2023-0828-053 - Sewer Debt Exclusion second by D. Livingston. AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Regular Business-

R. Foster - ADA -The next ADA committee meeting September 5, 2023 5:30 pm Council Chambers

R. Foster - Planning - Planning met on August 15 with two pre-submissions discussed - A conditional use permit for a bottle/can redemption center and an amended previous site plan approval to allow for a conversion of the common lounge/recreation to a studio apartment. Both were sent back to Zoning. The next committee meeting is on Sept 19, 2023

R. Foster - Zoning - The next Zoning meeting will be on September 5, 2023 at 7pm

E. Miller - Finance

- Motion to approve Accounts Payable Warrant. Second by M. Fuller

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

Finance last met on August 16th. The 2022 audit, credit card policy, job postings and Fire Dept surplus vehicles were discussed.

The next Finance meeting is Sept 20, 2023 at 6pm in the Council Chambers.

M. Fuller - FEM- Last met on August 21,2023, discussed maintenance agreement with Warwick School district for apparatus maintenance. The Chief is working on funding options for apparatus replacement and is working with CDA for central firehouse funding.

The next meeting of FEM is Sept 18, 2023 at 6:30 in the Council Chambers

M. Mann - Tourism-

Tourism has not met since their last meeting.

The 30th annual fall foliage festival will be held on Sunday September 24th from 10am to 5pm downtown. A petting zoo, stunt bike shows with many dance and musical performances will be held throughout the day along with a classic car show. The next tourism meeting will be held on Wednesday September 13th at 7pm here in the council chambers. Anyone with any further inquiries may email tourism chair Laura Meyer at floralaurapj@yahoo.com

You all have received the special event permit application for Roadies Rolling Bar.

- Motion to approve Roadies Rolling Bar application second by M. Newhauser.

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

M. Mann - IDA-

The IDA last met on Monday August 21st.

A motion to appoint Gerald Oney as the new IDA chairman was unanimously approved by the members. Also welcomed was Jackie Smith as a new board member. City clerk treasurer Laura Quick recommended that the board take advantage of training and notifications from the NYS Economic Development Agency. The annual cost would be \$850.00. The board agreed and approved the expenditures of \$850 which would come from the IDA 's line. Mayor Decker advised the board the IDA will become more active with the DRI and annexation.

The next IDA meeting will be held on Monday September 18th at 6pm here in the council chambers.

D. Livingston - DPW-

- Motion to approve August 7, 2023 Committee meeting minutes second by S. Siegel
AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Garbage and recycling for the week of August 28th will be on its normal schedule.
- Garbage and recycling for the week of September 4th will be one day later due to the holiday.
- The 2023 garbage schedule is available on the city website at www.portjervisny.gov or be emailing the DPW office at dpwclerk@portjervisny.gov
- Compost pile will be open every Saturday from 7:15 am to 11:30 am (tree limbs cannot be over 3 inches in diameter)

- Bag leaves and brush will be picked up every Monday until finished.
- City wide blacktop repairs in progress
- Pike Street lights and new tree installation are finished.
- Phase 2 of the sidewalk project has also begun.
- Dump tickets are now available at City Hall For purchase.

The next DPW meeting will be held on September 5, 2023 at 6pm

D. Livingston - CDA- The next meeting is scheduled for 7:00 p.m., September 27, 2023, at the Rec Center.

T. Simmons - Code- The next Code meeting will be September 6, 2023 at 6:30pm

M. Newhauser - Recreation-

- Motion to accept resignation of employee # 779 effective August 31, 2023 second by D. Livingston.
AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to hire Randy Ross as the Youth Center cleaner effective August 29, 2023 pending Civil Service approval second by E. Miller. AYE: 8 ABSENT: 0 NAYS: 0 ABSTAIN: 0
- The Youth Center Recreation room is open 11 am- 3 pm this week through August 31. The Recreation Room will be closed September 1-6. The Recreation office will be open these days- except for Labor Day September 4. We will reopen on Thursday September 7, 2023 under our school schedule- 3 pm- 6 pm. The first day of school for students is September 7.

The next Recreation Commission meeting is scheduled for Wednesday September 13 at 6 pm at the Youth Center

M. Newhauser - Police-

- Schools Open-Drive Carefully Campaign- On Thursday, September 7, 2023, children will be walking to and from school and school bus stops, many for the first time. Police Officers will be deployed throughout the next several weeks to strictly enforce vehicle and traffic safety laws. Be aware of the reduced speed limit school zones that are located on Hamilton Street near the High School and Kingston Avenue near the entrance to the ASK Elementary School complex. Patrols are financed through grant money provided by the New York State.
- Congratulations to the 29 graduates of the Port Jervis PD Youth Leadership Academy who graduated from the program on August 11th. Graduation certificates and challenge coins were presented to each participant by Chief Worden. This past session includes seven days of lessons on leadership and team building exercises. Meals were provided each day by Ms. Kathy Potter.
- We would like to extend our sincere gratitude to our Youth Academy Director, Det. Kyle Mitchell, Youth Academy Drill Instructors, P.O. Richard Santini and P.O. Nicholas Osowick and Physical Fitness Instructor Sgt. Dan Mioglionico. We would also like to thank the City of Port Jervis, the Port Jervis City School District, and the Town of Deerpark Police Department for their support of this program.

The next police committee meeting is Thursday, September 21st at 6 pm

S. Siegel - Housing/Veterans

- The Housing Authority will meet at 7 pm on Sept 26, 2023 at Hillside Terrace
- Access 23 update - anticipating being back on the air by Thanksgiving.
- There is currently a push by the VA to help homeless veterans.

Public Comment- None.

Mayor Decker -

- Motion by S. Siegle to accept resignation of James Hinkley from the IDA second by D. Livingston - All in favor.
- Announcement - There is a seat available on the IDA please email your interest to mayor@portjervisny.gov
- Consideration of event Senator Skoufis School supply giveaway at Orange Square on Sept 6th 4-6pm. Motion by E. Miller second by D. Livingston - all in favor
- Consideration of event Christmas Tree of Valor lighting on December 17th. Motion D. Livingston second M. Mann - all in favor
- Consideration of Rosary Rally October 21st. motion by R. Foster second by S. Siegel. All in favor
- Reminder - the next Council meeting will be on Tuesday Sept 12th at 6:30pm
- Memorial services are in Deerpark on September 11th at 8:30am

7:53 pm - Motion to adjourn by D. Livingston second T. Simmons - All in favor.

Respectfully,
Laura Quick
City Clerk Treasurer

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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, Aug 28, 2023 - 6:30 pm Regular Session:

Pledge of Allegiance / Roll Call



Public Hearing: NONE
Proposed LL 10 of 2023 – Waterfront Mixed Use District – remained open from 5/8

Mayor Appointment: NONE

Presentation: NONE

Public Comment: 5-minute limit per person

BASED ON PUBLIC OFFICERS LAW ARTICLE 7

Executive Session: 105.1-h – Securities (x5) invite City Clerk Quick
105.1-h – Contractual (x1) 1

Approval of Minutes: Aug 14, 2023 – Common Council Meeting Minutes Motion: 2nd

Address Executive Session Material:

Regular Business:

Foster: (ADA/PLANNING/ZONING) -

ADA Update:
Zoning Board Update:
Planning Board Update:

Miller: (FINANCE) –

Bills to be Paid:
Finance Update:

Motion: Miller; 2nd

Fuller: (FEM) –

FEM Update:

Mann: (TOURISM/IDA) -

Tourism / IDA Update:
Consideration: Roadies Rolling Bar at FFF

Motion: 2nd

Livingston: (DPW/CDA) –

Public Works Update:
CDA Update:

Simmons: (CODE) -

Code Update:

Newhauser: (RECREATION/POLICE) -

Recreation Update:
Consideration: Appt Randy Ross PT Youth Center Cleaner
Police Update:

Motion: 2nd

Siegel: (HOUSING/VETERANS) –

Housing/Veterans Update:

Public Comment:

5-minute limit per person

Mayor Decker:

Accept Resignation: James J Hinkley IDA – effective Aug 22, 2023
Consideration: School Supply Giveaway Sen. Skoufis
Orange Square Wed 9/6 4pm – 6pm
Consideration: Tree of Valor lighting – Orange Square
Wed 12/7 6:30 – 7:00pm

Motion: 2nd

Adjournment:

Motion: ;2nd

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
AUTHORIZE EXCLUSION OF SEWER DEBT FROM MUNICIPAL DEBT LIMIT APPLICATION

WHEREAS, by an Amended Bond Resolution which was adopted on July 24, 2023, the Common Council authorized the City of Port Jervis to make improvements to the City's wastewater system, for a maximum total cost of \$20,000,000, in order to reduce inflow and infiltration into the sewage collection system by sewer main relining, manhole rehabilitation and by updating the metering system; and

WHEREAS, Article VIII, Section 4 of the New York State Constitution places a limit upon the amount of debt that can be issued by any municipality by prescribing a percentage of the five-year average of the full valuation of taxable real property within the municipality. This is known as the "Constitutional Debt Limit"; and

WHEREAS, the NYS Constitution Article VIII, Section 2-a provides further that municipal indebtedness for certain purposes, including debt incurred for sanitary sewer projects, can be excluded from municipal debt limits, and the New York State Legislature sets the terms and conditions for municipalities to apply for the exclusion of debt; and

WHEREAS, pursuant to Section 124.10 of the New York State Local Finance Law, as amended, the Chief Financial Officer of the municipality shall make the prescribed application to the New York State Comptroller's Office for a determination that outstanding and/or proposed indebtedness for sanitary sewer construction or reconstruction be excluded from the limitations of debt that are imposed by Article VIII of the New York State Constitution;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Port Jervis hereby approves and directs the **Clerk Treasurer**, as the **Chief Financial Officer** of the City of Port Jervis, to make a complete Application to the Office of the New York State Comptroller, pursuant to Section 124.10 of the NYS Local Finance Law, in order to receive a written Certificate from the State Comptroller of his determination that the \$20,000,000. indebtedness described in the July 24, 2023 Amended Bond Resolution be excluded from the debt limitations imposed upon the City of Port Jervis by Article VIII of the NYS Constitution; and

BE IT FURTHER RESOLVED, that the Common Council hereby approves the expenditure of all reasonable and customary sums to effectuate the intent of these resolutions.

Motion by: E. Miller

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 |
| VACANT | 3rd Ward | |
| Timothy Simmons | 4th Ward | AYE |
| Melissa Newhauser | 4th Ward | AYE |
| Stanley B. Siegel | Councilman-At-Large | AYE |

DATED: August 28, 2023



City Clerk Treasurer

(Seal)

CITY OF PORT JERVIS

Accounts Payable

8/28/2023

| | |
|--------------------|---------------------|
| 1 General Fund | \$335,248.96 |
| 2 Water Fund | \$54,744.29 |
| 3 Sewer Fund | \$13,504.67 |
| 4 Capital Fund | \$16,520.00 |
| 5 Trust and Agency | \$240.00 |
| 6 Recreation | \$3,970.00 |
| Total | <u>\$424,227.92</u> |

GENERAL, WATER & SEWER FUNDS

| | |
|--------------------------------|--------------|
| Magna5 (Spinnertech) | \$19,256.56 |
| NYS Employees Health Insurance | \$288,707.51 |
| Jay Siegel, ESQ | \$8,470.00 |
| PKF O'Connor Davies, LLP | \$43,125.00 |

CAPITAL FUND

| | |
|-------------------------------|-------------|
| Conrad, Close, Ewald | \$ 6,600.00 |
| Robinson Aerial Surveys, Inc. | \$ 4,500.00 |
| Carole Gallagher | \$ 5,300.00 |

CITY OF PORT JERVIS

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



DPW Meeting Minutes
August 7, 2023

Steven Duryea-DPW Director
Wayne Addy-Asst. DPW Director

Denis Livingston- Chairman DPW Committee
Regis Foster -Member
Melissa Newhauser – Member

Meeting called to order at 6:03 PM by Chairman Denis Livingston
Pledge of Allegiance

Public Comment: none

Public Hearing: none

Attendance:

Regis Foster-present Maria Mann- present Stan Siegel-present Kelly Decker-present Denis Livingston-present
Steven Duryea-present Wayne Addy-present

New Business:

Steve reported :

- Pike Street Sidewalks Phase 2 will start August 21st.
- Sidewalks to be installed on Canal Street behind Health Center,
- Both sides of Pike Street underpass, and sidewalks both sides of underpass.
- Blacktop patching has begun in preparation for in place blacktopping.
- Bagged leaves and brush will be picked up every Monday until finished.
- Line stripping cross walks in preparation for school.
- Statewide Oil property. Staff has spent 2 more days than expected, Wayne estimates it may take another week to complete. Fire Department can now conduct their drill.
- On the need to fill open laborers position.

Old Business:

- Street sweeper blew a hydraulic hose and had to be towed to barn.
- Raw water issues, needs to be addressed as soon as possible.
- Discussion on Mechanics position
- Discussion to fill open part time bus driver position.
- Stairs on south side of underpass open.

Public Comment: none

Stan made motion to adjourn at 6:20 PM.
Seconded by Regis. All voted to approve motion.