

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 September 9th, 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
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 Cicalese led all present in the Pledge of Allegiance.

Public Hearing -**Presentation -**

Public Comment - Tim Simmons spoke about the success of the 6th annual Polar Plunge it was the most participation of people going into the water as well as spectators watching. Please support and patronize all of sponsors who help make this even possible. Thank you to the Mayor and the city council members and Rec director John Faggione as the event is done together. Thank you to Wayne Addy and the DPW crew who get the beach and fires ready for the day. All of the other volunteers who helped make the event successful. And all of the special operations team!

- Jack Austin presented Port Jervis warming Stations. Please see attached presentation at end of meeting minutes.

Executive Session-6:48pm

Motion by J. Rhoades, second by J. Dennison to enter executive session on 105.1-f Personnel (Deputy Clerk Stipend) Officers Law Article 7 - with an invitation to William Worden to attend.

- 105.1-f Personnel x1
AYE: 9 ABSENT: () NAYS: 0 ABSTAIN: 0 CARRIED

7:13 pm Motion was made by J. Rhoades to return from executive session, second by M. Fuller.

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

Executive Session Material -

- Motion by M. Fuller to 105.1-f Personnel (Deputy Clerk Stipend from 6/2/24-09/03/24) , second by G. Oney.
AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: 0 CARRIED

Approval of Minutes -

- Motion to Approve November 25, 2024, Common Council minutes by J. Rhoades, second by J. Vicchiariello.
AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: 0 () CARRIED
- Motion to Approve December 9, 2024, Common Council minutes by J. Rhoades, second by M. Fuller.
AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: () CARRIED
- Motion to Approve December 18, 2024, Special Common Council minutes by G. Oney, second by M. Mann.
AYE: 5 ABSENT: 0 () NAYS: 0 ABSTAIN: 4 () CARRIED

Regular Business-

J. Vicchiariello - Code

- The Code Committee last met January 8th
- Motion to adopt Local Law #1 of 2025 public hearing on January 27th Amending section 280-9 of the city code-: City Code Fee Schedule, second by G. Oney.
AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: 0 CARRIED
- Other topics discussed are Changing fines for illegal dumping fees, Peddler Permit fees, and new water main size
- The next Code Committee meeting will be held on February 5th.

J. Vicchiariello - Police

- The Police Committee has not met.
- Motion for Resolution 3 of 2025 to authorize Chief Worden or Mayor Cicalese to sign and accept contracts with the county of orange to accept grant funds for Stop DWI enforcement program funding 25-26, second by M. Hockenberry.
AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: 0 CARRIED
- Motion for Resolution 4 of 2025 to authorize Chief Worden or Mayor Cicalese to sign and accept contracts with the county of orange to accept grant funds for Stop DWI High-Visibility Funding program funding 25-26, second by C. O'Connell.
AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to Accept police report, second by M. Fuller.
AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: 0 CARRIED

C. O'Connell - Recreation-

- The Youth center recreation room is now open from 2pm to 6pm, M-F.
- I want to start by thanking on behalf of the council and the attendees for the 6th annual polar plunge it was a great event and we raised over \$6,000 for the special operations group.
- Two great events coming up in spring 2025 here in Port Jervis! Both events are now open for registration. Great way to start off the New Year by signing up!
- - 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/>
- The Recreation Department is sponsoring a trip to see the NJ Devils on Saturday, January 18, 2025. The Devils will be taking on the Philadelphia Flyers in a 12:30 pm game. The cost for transportation and tickets to the game is \$140 per person. Limited tickets are available.
- The Rec center will be closed on Monday January 20, 2025, for Martin Luther King Day.
- The Recreation Dept would like to congratulate Jill Mason on her retirement from the youth center. She has been a dedicated employee since Sept 1998. Good Luck Jill!
- The next Recreation meeting will be held on February 12th at 6:15pm.
- Motion to Accept resignation letter of Jill Mason with regret, second by J. Rhoades.
AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: 0 CARRIED

- Motion to Appoint Jessica Jenkins as Senior Youth Center Leader effective 01/20/2025, second by M. Hockenberry.
AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to Appoint Stephanie DeJesus to permanent youth center leader effective 01/20/2025, second by J. Rhoades.
AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: 0 CARRIED

C. O'Connell - Planning-

- The Planning Board has not met.
- Jean Marie Schields stepped down as planning/zoning secretary last month. She will be missed the new Robin Hendershot will be the new planning/zoning secretary
- The next Planning Board meeting will be held on Tuesday January 21 in the council chambers.

C. O'Connell - Zoning-

- The Zoning Board has not met due to nothing on the agenda.

M. Fuller - Finance -

- Motion to approve Accounts Payable Warrant for \$523,895.86 second by M. Hockenberry.
AYE: 9 ABSENT: () NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to For yearly fee for 2025 OC Partnership Membership for \$625 second by J. Rhoades.
AYE: 9 ABSENT: () NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to extend the stipend from June 2 through Sept 8th for 14 weeks for a total of \$14,000 final stipend second by G. Oney.
AYE: 9 ABSENT: () NAYS: 0 ABSTAIN: 0 CARRIED
- Next Finance Meeting will be held on Jan. 15th, at 6pm in the Council Chambers.

M. Mann - Tourism -

- Tourism has not met.
- The tourism board is in the process of working on the Saint Patrick's Day Parade which will be held on Sunday March 2nd
Congratulations to our 2025 Grand Marshal Frank Fuller Jr. who was born and raised in Port Jervis. He served in the U.S. Navy where he served on the USS America. Frank is currently the executive officer at the Tri State Naval Ship #7241. A 50 + member of the Port Jervis Fire Department, where he served as the captain and fire police.
- Anyone with further questions may contact tourism chair Laura Meyer by email which is floralaurapi@yahoo.com
- The Tourism board cancelled their January meeting. Their next Meeting will be held on February 12 at 7pm in council chambers

M. Mann - IDA -

- The IDA has not met since their last meeting. Their next meeting will be held on January 21st at 6pm here in the council chambers.
-
- Congratulations to Gillinder's Glass and their team for being selected to manufacture thousands of crystals triangles for the New Year's Eve ball. What a monumental celebration!

J. Rhoades - FEM -

- Motion to remove to appoint probationary driver Mathew Kowal to Moghogoock hook and ladder, second by S. Siegel.
AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: 0 CARRIED
- Motion for events for Neversink engine company for Superbowl square fund raiser from January 7 to February 9 Spaghetti takeout on March 8th and November 8th of 2025, second by S. Siegel.
AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: 0 CARRIED
- Motion for events for Tri State Hose Co. #6 for Superbowl party on February 9th, 50/50 raffle during march and April drawing on 05/01/2025, their annual golf outing on 06/20/2025 at Highpoint Country Club, second by S. Siegel.
AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: 0 CARRIED
- The next FEM meeting will be held on January 23, at 6:30pm in Mayors Conference room.

G. Oney, Jr. - ADA - No Report**J. Dennison - CDA-**

- The CDA last met on December 18th.
- Motion for the city to accept the contract for services rendered between City of Port Jervis and Port Jervis CDA in the amount of \$65,000 for 2025, second by G. Oney.
AYE: 8 ABSENT: 0 () NAYS: 1 (Siegel) ABSTAIN: 0 CARRIED
- The next meeting will be held on January 22nd at 7pm.

S. Siegel -HOUSING and VETERANS-

- The Port Jervis Housing Authority meeting was cancelled
- Veteran information for 2025. Veterans will have two login options for all VA websites, they are Login.gov and IDme.gov for all websites and applications
- My healthy vet option will be removed by January 31, and the DS login option by Sept 30, 2025, after those dates you have to use Login.gov or IDme.gov account please sign up now.
- The next meeting for housing authority will be held on January 28th, at 7pm at Hillside Terrace.
- The next Senior Club meeting will be on January 22 at 1pm at Fellowship Hall in West End.
- The GI Bill now covers up to \$2,000 for test fees or certified professional
- Quote: "I Have one life and one chance to make it count for something and I am free to choose that something my faith demands that I do whatever I can wherever I can whatever I can and for as long as I can " by James Earl Carter

M. Hockenberry - DPW-

- Garbage, recycling, and paper pickup will be on the normal schedule for the week of January 13th. On the week of January 20th garbage and recycling will be one day late, paper pickup will be on its normal schedule
- The 2025 Garbage schedule is available on the city website at www.portjervisny.gov or by emailing the DPW office at dpwclerk@portjervisny.gov
- Christmas trees will be picked up every Monday until the end of January
- City wide pothole repair is ongoing. If you see one that needs attention, please call our office 845-858-4001
- Dept of Public Works would like to wish everyone a Happy New Year
- DPW Last meet on Monday January 6th
- Motion to accept the resignation of Kevin DeGroat with regret, second by J. Rhoades.
AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to accept Resolution 1 of 2025 approve administrative force account work plan for Department of Public Works employees DW-BIL-LSRL Inventory Project No. 19627 second by J. Rhoades
AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: 0 CARRIED

- Motion to accept Resolution 2 of 2025 Accepting the Proposal of MHE Engineering after A/E Procurement process and Authorizing execution of agreement for engineering services for DW-BIL-LEAD service line inventory project No. 19627 second by G. Oney.
 AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: 0 CARRIE

D. Cicalese - Mayor

- Appoint John Russel 1 year appt to the CDA board (term expires 1.31.26)
- Appointment Joe Ennis to Zoning Board (term to expire 1.31.27)
- Appoint Cory Puopolo to Rec Comm (term expires 1.31.32)
- Appoint Robin Hendershot as Planning/Zoning Secretary
- Motion to accept resignation of Dominick Santini from zoning board. Motion by J. Rhoades, second by M. Hockenberry.
 AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to Appoint the following to a 1 year term of Fire Police Effective 02/01/2025, Moghogomock Hook and Ladder - Richard G. Finan and Jerffery Lewis, Howard Wheat Engine Co. #4 - Randall D. Aber, Henry H Dunn, III, Daryl F. Piatt, Stanley B Siegel, Neversink Engine Co #1 - Adam P. Scopino Jr., Frank W. Werlitz, Delaware Engine Co #2 - Robert D. Padgett Sr., Excelsior Engine Co #5 Vincent J. Atkinson, Richard F. Drew, Frank W. Fuller Jr., William R. Werner, Tri States Engine CO #6 William P. Conklin, Jeffery A. Martin, Edward C. Pavlich, Sr, Edward C. Pavlich, Jr., Richard R. Oppelt total of 18 fire police Motion by J. Rhoades, Second by S. Siegel
 AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: 0 CARRIED
- Announcement of the RR Crossing Elimination grant award for \$159,600 to assist with planning and phase 1 and 2 of project to eliminate railroad crossing
- Motion to accept the resignation of Michael Washington motion by M. Hockenberry, second by J. Dennison
- AYE: 9 ABSENT: 0 () NAYS: 0 ABSTAIN: 0 CARRIED
- Appoint David Gonalez as Zoning board alternate.
- January 30 @ 6pm in Council Chambers will be State of City Address

7:48 pm - Motion to adjourn by J. Vicchiariello, second M. Mann - all in favor.

Respectfully,
 Stacey Hosking
 City Clerk Treasurer

ROLL CALL VOTE

**THE CITY OF PORT JERVIS
COMMON COUNCIL**

The following was presented

By: M. Hockenberry

Sec'd by: J. Rhoades

Date of Adoption: 01/13/2025

Names	Ayes	Noes	Abstain	Absent
<i>Councilman at Large</i> Mr. Hockenberry	X			
<i>Councilman</i> Mr. Vicchiariello	X			
<i>Councilman</i> Mr. O'Connell	X			
<i>Councilwoman</i> Ms. Mann	X			
<i>Councilwoman</i> Ms. Fuller	X			
<i>Councilman</i> Mr. Rhoades	X			
<i>Councilman</i> Mr. Oney	X			
<i>Councilwoman</i> Ms. Dennison	X			
<i>Councilman</i> Mr. Siegel	X			
TOTAL	9			

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS TO
Approve Administrative Force Account Work Plan For Department of Public Works
Employees DW-BIL-LSRL Inventory Project No. 19627**

WHEREAS, by a DWSRF/BIL Funding Award Letter dated March 29, 2024, the NYSDOH notified the City that it is eligible to receive a BIL-LSLR Grant Award of up to \$1,874,266 for the City to conduct an up-to-date inventory of all drinking water service lines within the City's drinking water system in order to determine the material composition of each drinking water service line and to identify all service lines that are composed of lead or are downstream from other lead lines; and

WHEREAS, the Project is designated as DWSRF-BIL-Lead Service Line Inventory Project No. 19627; and MHE Engineering was selected to be the Project Engineers; and

WHEREAS, in order to accomplish the inventory work, the Engineers require the assistance of certain DPW Staff to research and to review DPW water system records and other City records and also to make proper notifications to water customers about customer surveys, about planned site inspections, about hydro-vacuum excavations and about other important Project information; and

NOW, THEREFORE, BE IT RESOLVED, that the Common Council hereby approves the attached Administrative Force Account Work Plan which authorizes the additional work of and payment to the DPW Staff designated in the Plan for the approximate periods of time during the four phases of this Project; and

BE IT FURTHER RESOLVED, that certified copies of these Resolutions and the attached Administrative Force Account Work Plan shall be submitted to the NYSEFC/NYSDOH for their review and processing for the closing of the NYSEFC Project Financing Agreement; and the City Clerk shall retain in her records the original Resolutions and the attached Administrative Force Account Work Plan.

Resolution No: 01 of 2025

PASSED AND ADOPTED on this 13 day of January, 2025.



Stacey Hosking

Attest: _____
Stacey Hosking, City Clerk-Treasurer

ROLL CALL VOTE

**THE CITY OF PORT JERVIS
COMMON COUNCIL**

The following was presented

By: _____ M. Hockenberry _____

Sec'd by: ___ G. Oney _____

Date of Adoption: _____ 01/13/2025 _____

Names	Ayes	Noes	Abstain	Absent
<i>Councilman at Large</i> Mr. Hockenberry	X			
<i>Councilman</i> Mr. Vicchiariello	X			
<i>Councilman</i> Mr. O'Connell	X			
<i>Councilwoman</i> Ms. Mann	X			
<i>Councilwoman</i> Ms. Fuller	X			
<i>Councilman</i> Mr. Rhoades	X			
<i>Councilman</i> Mr. Oney	X			
<i>Councilwoman</i> Ms. Dennison	X			
<i>Councilman</i> Mr. Siegel	X			
TOTAL	9			

RESOLUTIONS OF COMMON COUNCIL

**Accepting the Proposal of MHE Engineering after A/E Procurement Process
and Authorizing Execution of Agreement for Engineering Services for
DW-BIL-Lead Service Line Inventory Project No. 19627**

Adopted: January 13, 2025

WHEREAS, by Resolutions adopted on August 14, 2023, the Common Council approved that the Clerk Treasurer, the DPW Director and the Environmental Attorney begin the NYS SRF A/E Procurement process and publish the Request For Qualifications Notice to solicit Proposals from Engineering Firms that have suitable qualifications and could be retained as Project Engineer to research, plan, design and construct the City's DWSRF-BIL Lead Service Line Inventory Project No. 19627, that will be funded with a \$1,819,675 BIL-LSLR Grant that was awarded by the NYSDOH/NYSEFC; and

WHEREAS, the Common Council selects MHE Engineering, D.P.C., 33 Airport Center Drive, Suite 202, New Windsor, NY 12553 ("MHE") as the Project Engineer for the BIL-LSLR Inventory Project No. 19627; and

WHEREAS, the Clerk Treasurer oversaw the procurement and has executed the NYS EFC Certification for Architectural/Engineering Services Procurement for Federally Funded Projects which is attached to these resolutions; and

WHEREAS, MHE's engineering services for BIL-LSLR Project No. 19627, as described in the attached Agreement for Engineering Services, provide that the Project Engineer, in cooperation with City personnel in the Department of Public Works, shall produce an up-to-date inventory that determines and documents the material composition of each drinking water service line within the City's water system for the purpose of identifying all service lines that are composed of lead or are downstream from other lead lines; and

Resolution No: 02 of 2025

NOW, THEREFORE, BE IT RESOLVED, that the Common Council hereby approves the terms of the Short Form of Agreement for Engineering Services Between the City of Port Jervis and MHE Engineering, D.P.C. for Professional Services Related to BIL-LSLR Inventory Project No. 19627, and which includes the Appendix "1" Standard Fee Schedule and the attached "Mandatory State Revolving Fund Equivalency Project Terms and Conditions"; and a complete copy of the Agreement is attached to these resolutions; and

BE IT FURTHER RESOLVED, that the Mayor or the Deputy Mayor or his designee, is hereby authorized and directed to execute on behalf of the City of Port Jervis at least two originals of the attached Agreement for Engineering Services; and the City Clerk Treasurer shall retain at least one fully executed Agreement for the City Clerk's records and she shall make certified copies of the Agreement as needed by the NYSDOH and the NYSEFC to complete the grant funding process.

PASSED AND ADOPTED on this 13 day of January, 2025.



Stacey Hosking

Attest: _____
Stacey Hosking, City Clerk-Treasurer

ROLL CALL VOTE

**THE CITY OF PORT JERVIS
COMMON COUNCIL**

Names	Ayes	Noes	Abstain	Absent
<i>Councilman at Large</i> Mr. Hockenberry	X			
<i>Councilman</i> Mr. Vicchiariello	X			
<i>Councilman</i> Mr. O’Connell	X			
<i>Councilwoman</i> Ms. Mann	X			
<i>Councilwoman</i> Ms. Fuller	X			
<i>Councilman</i> Mr. Rhoades	X			
<i>Councilman</i> Mr. Oney	X			
<i>Councilwoman</i> Ms. Dennison	X			
<i>Councilman</i> Mr. Siegel	X			
TOTAL	9			

The following was presented
 By: J. Vicchiariello
 Sec'd by: M. Hockenberry
 Date of Adoption: 01/13/2025

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
Stop DWI 2025-2026**

WHEREAS, the City of Port Jervis Common Council is desirous of participating in an annual STOP DWI enforcement wave

WHEREAS, the County of Orange makes available funding for same

NOW, THEREFORE, be it resolved that the Common Council of the City of Port Jervis hereby authorizes and delegates the authority to Chief of Police William J. Worden and / or Mayor Dominic Cicalese to sign and execute contracts with the County of Orange to accept grant funding and participate in STOP DWI Enforcement deployments through the STOP DWI Program and High Visibility enforcement campaigns administered in 2025- 2026.

1. Authorizing NYS STOP-DWI Foundation Board is once again working on funding from the Governor’s Traffic Safety Committee for High Visibility Engagement2024-2025 STOP-DWI High Visibility Engagement (formerly Crackdown) Campaigns Please note this contract requires a Board-Certified Resolution outlining the acceptance of these funds as well as the authorized designated official(s) in your municipality who can execute the IMA.

Resolution No: 03 of 2025

PASSED AND ADOPTED on this 13 day of January, 2025.



Stacey Hosking

Attest: _____
Stacey Hosking, City Clerk-Treasurer

ROLL CALL VOTE

**THE CITY OF PORT JERVIS
COMMON COUNCIL**

Names	Ayes	Noes	Abstain	Absent
<i>Councilman at Large</i> Mr. Hockenberry	X			
<i>Councilman</i> Mr. Vicchiariello	X			
<i>Councilman</i> Mr. O’Connell	X			
<i>Councilwoman</i> Ms. Mann	X			
<i>Councilwoman</i> Ms. Fuller	X			
<i>Councilman</i> Mr. Rhoades	X			
<i>Councilman</i> Mr. Oney	X			
<i>Councilwoman</i> Ms. Dennison	X			
<i>Councilman</i> Mr. Siegel	X			
TOTAL	9			

The following was presented
 By: J. Vicchiariello
 Sec'd by: M. Hockenberry
 Date of Adoption: 01/13/2025

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS Stop
DWI High Visibility Engagement (formerly Crackdown Campaigns) 2025-2026**

WHEREAS, the City of Port Jervis Common Council is desirous of participating in an annual High Visibility Engagement STOP DWI enforcement programs through the NYS STOP-DWI Foundation Board, the Governor’s Traffic Safety Committee and the Orange County STOP DWI Program.

WHEREAS, the County of Orange makes available funding for same

NOW, THEREFORE, be it resolved that the Common Council of the City of Port Jervis hereby authorizes and delegates the authority to Chief of Police William J. Worden and / or Mayor Dominic Cicalese to sign and execute contracts with the County of Orange to accept grant funding and participate in STOP DWI Enforcement deployments through the STOP DWI Program and High Visibility enforcement campaigns administered in 2025- 2026.

Resolution No: 04 of 2025

PASSED AND ADOPTED on this 13 day of January, 2025.



Stacey Hosking

Attest: _____
Stacey Hosking, City Clerk-Treasurer