

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, April 27, 2026, at 6:30 pm.

Attendance-

Jason Vicchiariello	1st Ward	Present
Colin O'Connell	1st Ward	Absent
Misty Fuller	2nd Ward	Absent
Maria Mazzara	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	Absent
Dominic Cicalese	Mayor	Present

Also present:

City Clerk-Treasurer, Stacey Hosking, William Frank, Esq.

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

Pledge of Allegiance- Mayor – Dominic Cicalese led all present in the Pledge of Allegiance followed by a moment of silence for Lefty Barth

Public Hearing –NONE

Presentation – NONE

Public Comment – Aurelia Allbert spoke about issues she has had with the building permit for her house and the building official and asked the mayor and the city council to look into the matter.

Executive Session – One item NY Pub Off. Law 105(f) – Personnel (Police x1)

- Motion to enter into Executive session by J. Vicchiariello 2nd by J. Rhoades
AYE: 6 ABSENT: 3 (C. O'Connell, M. Fuller, M. Hockenberry) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to return from executive session by J. Rhoades 2nd by M. Mazzara
AYE: 6 ABSENT: 3 (C. O'Connell, M. Fuller, M. Hockenberry) NAYS: 0 ABSTAIN: 0 CARRIED

Executive Session Material-

- Motion to authorize the chief of police to enter a PPIP Plan with employee #0395 effective April 28th to extend up to a 5-month period. 2nd by G. Oney
- AYE: 6 ABSENT: 3 (C. O'Connell, M. Fuller, M. Hockenberry) NAYS: 0 ABSTAIN: 0 CARRIED

Approval of Minutes –

- Motion to approve April 13, 2026, Common Council minutes by J. Rhoades 2nd by M. Mazzara
AYE: 6 ABSENT: 3 (C. O'Connell, M. Fuller, M. Hockenberry) NAYS: 0 ABSTAIN: 0 CARRIED

Regular Business-

J. Vicchiariello - Code

- Code has not met since its last meeting
- Motion to approve Resolution 27 of 2026 establishing the hours of operation for Church Street Park by J. Vicchiariello 2nd by M. Mazzara

- Next code meeting will be on May 6th @ 6:30 pm in the council chambers

J. Vicchiarriello - Police

- The Police Committee last met on April 16th
- Motion to hire Roger Morgan as a Part time Police Dispatcher effective April 28th, 2026, 2nd by S. Siegel
AYE: 6 ABSENT: 3 (C. O'Connell, M. Fuller, M. Hockenberry) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to accept the resignation of J. Thompson as a part time dispatcher 2nd by S. Siegel
AYE: 6 ABSENT: 3 (C. O'Connell, M. Fuller, M. Hockenberry) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve the purchase and installation for a split wall unit in the PD server room by Heckman Refrigeration. 2nd by J. Dennison
- The next meeting will be held on May 21, 2026, at 6 pm in the Council Chambers.

C. O'Connell - Zoning - NONE

C. O'Connell - Planning - NONE

C. O'Connell - Recreation- NONE

G. Oney- Finance -

- Motion to approve Accounts Payable in the amount of \$497,265.25 second J. Rhoades
AYE: 6 ABSENT: 3 (C. O'Connell, M. Fuller, M. Hockenberry) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to accept resolution 28 of 2026 approving an updated procurement policy. 2nd by S. Siegel
- AYE: 6 ABSENT: 3 (C. O'Connell, M. Fuller, M. Hockenberry) NAYS: 0 ABSTAIN: 0 CARRIED

M. Mazzara - Tourism -

- Tourism last met on Tuesday April 4th
- The Annual Port Jervis City wide yard sale will be held on Saturday May 2nd from 9am-4pm throughout the city with a rain date of Sunday May 3rd.
- The board is working on their next upcoming event, Fabulous Fifties, which will be held on June 7th at Riverside Park from 12pm to 6pm
- Other events discussed are the Italian Festival Bella Notte Italiana and will be held on August 8th from 12-9pm, also the Delaware River boat regatta being held on August 22nd at 12pm at west end beach.
- Applications for tourism events are available on the city website or at the clerk's office, for additional information you can contact tourism chair Laura Meyer by email at floralauraj@yahoo.com
- The next tourism meeting will be held May 12th at 7pm here in the council chambers.

G. Oney, Jr. - IDA -

- The IDA has not met since our last meeting

G. Oney - ADA -

- ADA has not met since our last meeting.

J. Rhoades - FEM -

- Next Fire Emergency Management meeting will be on May 18th at 6:30 in council chambers

J. Dennison - CDA-

- The CDA last met on March 23, 2026, in the rec center
- Motion to approve Resolution 29 of 2026 authorizing the engagement of Farr engineering for professional engineering/planning services regarding the request for proposals engineering services for the NYS Downtown Revitalization project to update Riverside Park, 2nd by S. Siegel
AYE: 6 ABSENT: 3 (C. O'Connell, M. Fuller, M. Hockenberry) NAYS: 0 ABSTAIN: 0 CARRIED

- Motion to approve the professional engineering services proposal of Farr engineering for the Jersey Avenue Sidewalk and Streetscape improvement project and approving prior payments. 2nd by J. Rhoades
AYE: 6 ABSENT: 3 (C. O'Connell, M. Fuller, M. Hockenberry) NAYS: 0 ABSTAIN: 0 CARRIED
- The next meeting will be held on April 29, 2026, at 7 pm in the Rec center.

S. Siegel -HOUSING and VETERANS-

- The Housing Authority last meeting was on April 21 at Hillside Terrace, the next meeting will be on May 19th, 2026 @ 6pm at Hillside Terrace
- The Senior Club meets on the 2nd and 4th Wednesday at 1:30pm at the VFW 161.
- Annual Orange County Veterans picnic and resource fair is on Saturday May 9th from 11:30 to 2:30pm at Thomas Bull Memorial Park Day Camp Pavilion for information call 845-291-2470
- Join us in honoring our Veteran's a Thank you for your service, Gala on June 14, 2026 @ 5pm, Erie Trackside
- Condolences to the family of Left Barth, a veteran who supported veterans in many ways.
- Quote of the day "Success doesn't come from what you do occasionally, it comes from what you do consistently."
... Marie Forleo

Oney - DPW

- Garbage and Recycling on the week of April 27th and May 4th will be on its normal schedule.
- The garbage schedule is available on the city website @ www.portjervisny.gov or by emailing the DPW office at dpwclerk@portjervisny.gov. The 2026 garbage schedule is available.
- Instructions for how to receive Nixle's have been sent out with your last water bill. Sign up to receive up to date information.
- Bag leaves and brush will be picked up every Monday.
- Pothole repair in all wards is ongoing. If you see something that needs repair, please call DPW office at 845-858-4001
- Street sweeping in all wards will continue
- Manhole and storm grate repair has begun in preparation for our blacktop season.
- Motion to hire Mickey Lane as a season worker effective April 28th per approved budgeted rate 2nd by J. Rhoades
AYE: 6 ABSENT: 3 (C. O'Connell, M. Fuller, M. Hockenberry) NAYS: 0 ABSTAIN: 0 CARRIED

D. Cicalese - Mayor Notes

- Mayor notified the council and city has office filed an official complaint on the Port Jervis Post Office with Pat Ryan's office which is ongoing.
- May 7th there will be a 4th Ward meeting in light of what has been going on in the 4th ward.

7:19 pm - Motion to adjourn by J. Rhoades, second by M. Mazzara - all in favor.

Respectfully,
Stacey Hosking
City Clerk Treasurer

Resolution No.27 of 2026

ROLL CALL VOTE

**THE CITY OF PORT JERVIS
COMMON COUNCIL**

The following was presented

By: J. Vicchiariello

Sec'd by: G. Oney

Date of Adoption: 04/27/2026

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. Mazzara	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	6			3

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
ESTABLISHING THE HOURS OF OPERATION FOR CHURCH STREET PARK**

WHEREAS, Chapter 389-1(B) of the Code of the City of Port Jervis provides that City parks, beaches, and recreation areas shall be open to the public on such days and during such hours as the Common Council shall from time to time fix by resolution; and

WHEREAS, Church Street Park is one of the parks designated under Chapter 389 of the City Code; and

WHEREAS, the Director of Recreation, after conferring with the Chief of Police, has recommended that the closing time for Church Street Park be established at 8:00 p.m.; and

WHEREAS, the Common Council finds it to be in the interest of the public health, safety, and welfare to establish the hours of operation for Church Street Park accordingly;

NOW, THEREFORE, LET IT BE HEREBY

RESOLVED, that the hours of operation for Church Street Park shall be daily from dawn until 8:00 p.m., except for any City-authorized or City-sanctioned recreational activities or programs exempt under the City Code, and it is

FURTHER RESOLVED, that notice of the hours of operation established by this Resolution shall be clearly posted at the entrance or entrances to Church Street Park, and it is

Resolution No.27 of 2026

FURTHER RESOLVED, that this Resolution shall take effect immediately.

PASSED AND ADOPTED on this 27 day of April 2026.



Attest:

Stacey Hosking
Stacey Hosking

Resolution No.28 of 2026

ROLL CALL VOTE

**THE CITY OF PORT JERVIS
COMMON COUNCIL**

The following was presented

By: G. Oney

Sec'd by: S. Siegel

Date of Adoption: 04/27/2026

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. Mazzara	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	6			3

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
APPROVING AN UPDATED PROCUREMENT POLICY**

WHEREAS, the Common Council of the City of Port Jervis has determined that it is necessary to update the City Procurement Policy to reflect increased thresholds for procuring professional services as set forth on Page 13 of the annexed policy,

NOW THEREFORE, it is hereby

RESOLVED by the Common Council of the City of Port Jervis that the updated Procurement Policy annexed hereto is hereby adopted; and

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

PASSED AND ADOPTED on this 27th day of April, 2026.



Attest: Stacey Hosking
Stacey Hosking, Clerk-Treasurer

Resolution No.29_of 2026

ROLL CALL VOTE

**THE CITY OF PORT JERVIS
COMMON COUNCIL**

The following was presented

By: J. Dennison

Sec'd by: S. Siegel

Date of Adoption: 04/27/2026

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. Mazzara	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	6			3

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
AUTHORIZING THE ENGAGEMENT OF FARR ENGINEERING FOR PROFESSIONAL
ENGINEERING/PLANNING SERVICES REGARDING REQUEST FOR PROPOSALS
ENGINEERING SERVICES FOR THE NEW YORK STATE DOWNTOWN
REVITALIZATION INITIATIVE PROJECT TO UPDATE RIVERSIDE PARK**

WHEREAS, the City of Port Jervis has been awarded funding under the New York State Downtown Revitalization Initiative (DRI) for improvements to Riverside Park (the “Project”); and

WHEREAS, the Project requires the procurement of qualified design engineering services through a competitive Request for Proposal (RFP) process consistent with applicable New York State procurement requirements and DRI program guidelines; and

WHEREAS, the Common Council recognizes the need for qualified professional oversight to ensure that the RFP process is conducted in a manner that is fair, compliant, and results in the selection of the most qualified design engineering firm; and

WHEREAS, Far Engineering has submitted a proposal to provide the professional engineering services with respect to the RFP process; and

WHEREAS, it is in the best interest of the City to retain said firm to assist in the development, issuance, evaluation, and recommendation associated with the design engineering RFP process for the Riverside Park DRI Project;

NOW THEREFORE, it is hereby

RESOLVED, that the Common Council of the City of Port Jervis hereby authorizes the Mayor to enter into an agreement with Farr Engineering to provide professional services to oversee and administer the design engineering RFP process for the Riverside DRI Project; and

BE IT FURTHER RESOLVED, that the scope of services shall include but not be limited to the preparation of the design engineering request for proposal, assist the City in the distribution of the proposal to engineering and landscape architectural firms, review the submitted proposals, recommend to the City and/or Recreation committee potential viable firms, attend interviews with the three highest ranked firms and if requested provide a recommendation for retaining a firm to provide a schematic plan for upgrades and improvements to the park;

BE IT FURTHER RESOLVED, that compensation for said services shall be in the amount not to exceed \$2,500, subject to review and approval by the Clerk Treasurer and consistent with applicable persons procurement and funding requirements; and


BE IT FURTHER RESOLVED that all actions taken shall comply with New York State General Municipal Law, New York State Downtown Revitalization Initiative program requirements, and any applicable grant conditions; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.

PASSED AND ADOPTED on this 27th day of April, 2026.



Attest:


Stacey Hosking, Clerk-Treasurer

Resolution No. 30_of 2026

ROLL CALL VOTE

**THE CITY OF PORT JERVIS
COMMON COUNCIL**

The following was presented

By: J. Dennison

Sec'd by: J. Rhoades

Date of Adoption: 04/27/2026

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. Mazzara	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	6			3

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS RATIFYING
THE PROFESSIONAL ENGINEERING SERVICES PROPOSAL OF FARR ENGINEERING
FOR THE JERSEY AVENUE SIDEWALK AND STREETScape IMPROVEMENT PROJECT
AND APPROVING PRIOR PAYMENTS**

WHEREAS, the City of Port Jervis has undertaken planning and development efforts associated with the Jersey Avenue Sidewalk and Streetscape Improvement Project, including activities related to the Downtown Revitalization Initiative (DRI); and

WHEREAS, Farr Engineering previously submitted a proposal, to provide professional engineering services to prepare a Request for Proposals (RFP) and assist the City in procuring engineering and/or landscape architectural services for said project, a copy of which is annexed hereto; and

WHEREAS, the scope of services includes preparation of the RFP, assistance with distribution to qualified firms, review of submitted proposals, participation in interviews, and recommendation of firms for schematic design services, with an estimated cost of approximately \$2,500 for this phase of the project; and

WHEREAS, prior to formal ratification of said proposal, the City authorized and issued payments to Farr Engineering for services rendered in connection with the project, including:

- Payment in the amount of \$3,400.00 dated December 18, 2025 ;
- Payment in the amount of \$1,000.00 dated January 12, 2026 ;

Resolution No.30 of 2026

- Payment in the amount of \$375.00 dated March 9, 2026 ;

for a total of \$4,775.00; and

WHEREAS, the Common Council desires to formally ratify the engagement of Farr Engineering and approve the payments previously made for such services to ensure compliance with municipal procurement and audit requirements;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Port Jervis, Orange County, New York, as follows:

1. Ratification of Proposal

The annexed proposal submitted by Farr Engineering for professional engineering services related to the Jersey Avenue Sidewalk and Streetscape Improvement Project is hereby ratified, confirmed, and approved.

2. Approval of Prior Payments

The prior payments issued to Farr Engineering in the total amount of \$4,775.00 for services rendered in connection with the project are hereby ratified and approved in all respects.

3. Authorization of Mayor

The Mayor or his designee is hereby authorized to execute any and all documents necessary to formalize this engagement and to take such further actions as may be necessary to carry out the intent of this Resolution.

4. Funding

Such expenditures shall be charged to the appropriate project and/or grant accounts, including but not limited to DRI-related funding sources, subject to applicable financial controls.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

PASSED AND ADOPTED on this 27th day of April, 2026.



Attest: Stacey Hosking
Stacey Hosking, Clerk-Treasurer