

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 | Absent |
| 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, Deputy Clerk-Treasurer, Bobbie Jo Muller, 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.
A moment of silence was held in remembrance of September 11th.

Public Hearing -

Local Law # 6 Amending Sections 415-10 of the City Code-Properties: Abandoned, Vacant, Boarded, and Foreclosed and 280-15: Fees for Vacant and Abandoned Buildings.

- Motion to open the Public Hearing by J. Vicchiariello, second by J. Rhoades.
AYE: 8 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 0 CARRIED
- J. Vicchiariello gave a summary of the proposed Local Law.
- No Public Comment
- Council Comment: S. Siegel said the law was established in hopes of getting renovations done quicker so people could live in the homes.
- Motion to close the Public Hearing by J. Vicchiariello, second by M. Hockenberry.
AYE: 8 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 0 CARRIED

Presentation -

Mayor introduced the new City Clerk-Treasurer Stacey Hosking

Public Comment - None.

Executive Session-6:35pm

Motion by C. O'Connell, second by J. Vicchiariello to enter executive session on Public Officers Law Article 7 - with an invitation to William Worden to attend.

- 105.1-f Personnel x1 (Police)
AYE: 8 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 0 CARRIED

7:24 pm Motion was made by J. Rhoades to return from executive session, second by C. O'Connell.

AYE: 8 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 0 CARRIED

Executive Session Material -

- Motion by J. Vicchiariello to extend the paid administrative leave for employee #358, pending further action by the City Council, second by M. Hockenberry.
AYE: 8 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 0 CARRIED

Approval of Minutes -

- Motion to Approve the July 22, 2024, Common Council minutes by M. Hockenberry, second by J. Vicchiariello.
AYE: 5 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 3 (O'Connell, Dennison, Siegel) CARRIED
- Motion to Approve the August 12, 2024, Common Council minutes by J. Rhoades, second by C. O'Connell.
AYE: 7 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 1(Oney, Jr) CARRIED
- Motion to Approve the August 16, 2024, Special Common Council minutes by J. Rhoades, second by M. Fuller.
AYE: 5 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 3(O'Connell, Oney, Jr, Dennison) CARRIED

Regular Business-

J. Vicchiariello - Code

- The Code Committee has not met.
- Motion to adopt Local Law #6 Amending Sections 415-10 of the City Code-Properties: Abandoned, Vacant, Boarded, and Foreclosed and 280-15: Fees for Vacant and Abandoned Buildings for Sept. 9th at 6:31 pm., second by S. Siegel.
W. Frank noted that this is a Type II action under SEQR Regulations and it is updating the code under 617c26 and no further environmental review is required and should be made part of the motion.
AYE: 8 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to accept the Building Official Report, second by C. O'Connell.
AYE: 8 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 0 CARRIED
- The next Code Committee meeting will be held on Oct. 2nd at 6:30pm at the Council Chambers.

J. Vicchiariello - Police

- The Police Committee last met on August 27th.
- Motion to accept the monthly Police Report, second by M. Fuller.
AYE: 8 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve the Rabies Clinic to be held on October 27th, second by S. Siegel.
AYE: 8 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 0 CARRIED
- Next meeting will be held on September 19th at 6pm.

C. O'Connell - Recreation-

- The Youth center recreation room is now open 2pm to 6pm, M-F.
- Plan to begin the Teen Night program in October. Teen night will be Friday evenings from 6pm to 9pm for middle and high school students.
- PJ Recreation is sponsoring a trip to see the NY Jets vs the Denver Broncos on Sept. 29th.
- The next Recreation meeting will be held on September 18th at 6:15pm.

C. O'Connell - Planning-

- The Planning Board has not met.
- The next Planning Board meeting will be held on Sept. 17th at 7pm.

C. O'Connell - Zoning-

- The Zoning Board last met on Sept. 3rd.
- There was a pre-submission for a variance for an addition.
- There will be a Public Hearing at the next meeting.
- The next meeting will be held on Oct. 1st at 7pm.

M. Fuller - Finance -

- Motion to approve Accounts Payable Warrant for \$309,063.04, second by C. O'Connell.
AYE: 8 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 0 CARRIED
- Next Finance Meeting will be held on Sept. 18th, at 6pm in the Council Chambers.

M. Hockenberry - Tourism -

- Tourism has not met.
- The board would like to thank everyone who attended the Italian Festival, Mayor Cicalese for presenting Lou Latini with his proclamation and all the vendors, volunteers, DPW, Police and EMS.
- The 31st Fall Foliage will be held Sept. 22nd from 10am to 5pm.
- Applications are available at the City Clerk's Office or online at www.portjervisny.gov.
- Tourism inquiries can contact Tourism Chair Laura Myer at floralaurapj@yahoo.com.
- The next Tourism Meeting will be held on Sept. 19th at 7pm.

J. Rhoades - FEM -

- Motion to remove Bryce G. Sotelo, Delaware Engine #2, voluntary resignation, second by S. Siegel.
AYE: 8 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion for Maghogomock H&L #1 to host a Roast Beef take out dinner on Oct. 19th, second by S. Siegel.
AYE: 8 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 0 CARRIED
- The next FEM meeting will be held on Sept. 16th, at 6:30pm.

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

- The CDA last met on August 28th.
- Under Section 8, 364 families remain on the waitlist.
- The City was approved for registration as a NYS to Pro-Housing Community. Grant specific, this will provide grant submission eligibility to some grants and perhaps extra scoring points on others.
- The contract for the \$1 million USDA Urban Community Forestry Grant via the Sustainable Forestry Initiative was executed.
- After speaking with the RISC Representative and Engineer Jim Farr, I'd suggest a change in the Motion to address the reservoir #1 spillway and 24" water main at an hourly rate of \$110.00.
- Motion for Engineer James Farr to provide the items necessary to complete the technical grant contract for Resilient Investment through Support in Capital known as RISC and in coordination with NYS Homes and Community Renewal to develop the RFP and procurement documents for publication, second by J. Rhoades. Mayor, D. Cicalese noted that this is in reference to the \$200,000 RISC Grant that we were awarded a couple of months ago. This is for mapping purposes for our 24" main feeder line that comes off the water filtration plant.
AYE: 8 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 0 CARRIED
- The next meeting will be held on Sept. 25th at 7pm.

S. Siegel -HOUSING and VETERANS-

- The Port Jervis Housing Authority last met on August 27th.
- The next meeting will be held on Sept.24th, at 7pm at Hillside Terrace.
- The next Senior Club meetings will be on Sept. 25th, Oct. 9th, and Oct. 23rd at 1pm at Fellowship Hall in West End.
- VA researchers will be reaching out to Gulf Era Veterans. This is for the Gulf War Era Cohort Study. The VA will send out invitations to pre-selected veterans for this study. They want to learn about how the health of Gulf War Era Veterans has changed over time and about chronic conditions, such as Gulf War illnesses and neurological issues as well as cancers and long COVID.
- Personal Note. One year ago today was my stroke. I would like to thank the doctors and nurses at Garnet and my family for your encouragement and support.

- Quote: "Most of the important things in the world have been accomplished by people who have kept on trying when there seemed to be no hope at all" by Dale Carnegie.
- Quote: "I am no longer accepting the things that I cannot change. I am changing the things that I cannot accept" by Angela Davis.

M. Hockenberry - DPW-

- Garbage, recycling, and paper pick up will be on the normal schedule for the week of Sept. 9th and Sept. 16th.
- The 2024 Garbage schedule is available on the city website at www.portjervisny.gov or by emailing the DPW office at dpwclerk@portjervisny.gov
- Compost pile and City Dump is now open every Saturday from 7:15am to 11:30am.
- Street sweeping is ongoing and citywide bagged leaf pickup is every Monday until completion.
- Paving in the 2nd and 4th wards is finished.
- City wide line striping will be completed in the next few weeks.
- In-house black top will begin in all wards to repair potholes and ditches.
- Motion to hire Aidan McBride to fill vacant part-time DPW laborer effective Sept. 16th, second by S. Siegel.
AYE: 8 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 0 CARRIED

D. Cicalese - Mayor

- Re-Appoint Kathy Potter to the Board of Assessment Review.
- Appoint Jeff Lewis as an alternate Zoning Board Member to fill a vacancy.
- Motion to approve Grace Community Church Trunk or Treat 10/26/24 by S. Siegel, second by J. Vicchiariello.
AYE: 8 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 0 CARRIED
- Congressman Pat Ryan will have representatives in Port Jervis to meet with constituents on Monday, Sept. 16th from 11am to 1pm in the Council Room.
- The City will be holding an Electronic Collection Event at Tow Path Road on Oct. 19th from 9am to 3pm for City Residents.
- Happy Birthday to Maria Mann.
- Condolences to Mike Ward on the passing of his mother.
- Laura Meyer and Jackie Smith did an outstanding job on the Italian Festival and thank you.
- Resolution 2024-0909-066 Updated Designation of Officers for The Purposes of NYS Homes & Community Renewal (HCR). Motion by M. Hockenberry, second by J. Rhoades.
AYE: 8 ABSENT: 1 (Mann) NAYS: 0 ABSTAIN: 0 CARRIED

7:51 pm - Motion to adjourn by M. Hockenberry, second J. Rhoades - all in favor.

Respectfully,
Bobbie Jo Muller
Deputy 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 September 9, 2024 - 6:30 pm Regular Session:

Pledge of Allegiance

Roll Call

Public Hearing: Local Law #6 – Amend Vacant Building Fees

Presentation: None

Public Comment: 5-minute limit per person

BASED ON PUBLIC OFFICERS LAW ARTICLE 7

Executive Session: 105.1-f Personnel x 1 (Police)

Approval of Minutes: July 22, 2024 - Common Council Meeting Minutes
August 12, 2024 - Common Council Meeting Minutes
August 16, 2024 - Special Meeting Minutes

Address Executive Session Material:

Regular Business:

| | | | | |
|---|--|----------------------------------|--|------------------------------|
| CODE <i>Vicchiariello</i> | Report | | | |
| POLICE <i>Vicchiariello</i> | Report Consideration: Rabies Clinic Sunday October 27, 2024 | Motion: | 2nd: | Vote: |
| PLANNING & ZONING/RECREATION <i>O'Connell</i> | Report | | | |
| FINANCE <i>Fuller</i> | Report Consideration: Bills to be paid | Motion: | 2nd: | Vote: |
| TOURISM/IDA <i>Mann</i> | Report | | | |
| FIRE <i>Rhoades</i> | Report | | | |
| ADA <i>Oney</i> | Report | | | |
| CDA <i>Dennison</i> | Report Consideration: RFP/Procurement for RISC Grant Consideration: Engineer Services for RISC Grant | Motion: Motion: | 2nd: 2nd: | Vote: Vote: |
| HOUSING/VETERANS <i>Siegel</i> | Report | | | |

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



DPW

Hockenberry

Report

Consideration: Updated City NYS HCR Officer Designation by Position

Motion:

2nd:

Vote:

Consideration: Hire 1 PT Seasonal DPW Laborer

Motion:

2nd:

Vote:

MAYOR'S COMMENTS

Mayor Cicalese

Appointment: K. Potter to Board of Assessment Review

Consideration: Grace Community Church Trunk or Treat 10.26.24

Motion:

2nd:

Vote:

Announcement: Congressman Pat Ryan will have representatives in Port Jervis to meet with constituents on Monday Sept 16, 2024 from 11am-1pm in Council Room.

Announcement: Electronic Collection Event: October 19, 2024

ADJOURNMENT

NOTICE OF PUBLIC HEARING

CITY OF PORT JERVIS
COUNTY OF ORANGE
STATE OF NEW YORK

PUBLIC NOTICE is hereby given that there has been presented to the Common Council of the City of Port Jervis, Orange County, New York, on the 26th day of August 2024, proposed Local Law #6 of the year 2024, entitled:

**“A LOCAL LAW AMENDING SECTIONS 415-10 OF THE CITY CODE-PROPERTIES:
ABANDONED, VACANT, BOARDED, AND FORECLOSED AND 280-15: FEES FOR VACANT AND
ABANDONED BUILDINGS”**

The full text is on file for public review at the Office of the City Clerk-Treasurer, 20 Hammond Street, Port Jervis, New York, during regular business hours or on the City website www.portjervisny.gov.

THEREFORE, pursuant to the Municipal Home Rule Law of the State of New York, the Common Council of the City of Port Jervis will hold a public hearing on the aforesaid proposed Local Law in the Common Council Room in the Port Jervis Municipal Building, 20 Hammond Street, Port Jervis, New York, beginning at 6:31 p.m. on September 9th, 2024 at which time all interested persons will be heard.

The City of Port Jervis will make every effort to assure that the meeting is accessible to persons with disabilities. Anyone requiring special assistance and/or reasonable accommodation should contact the Clerk-Treasurer's Office at 845-858-4014.

DATED: August 27, 2024

BY ORDER OF THE COMMON COUNCIL

Bobbie Jo Muller
Deputy City Clerk-Treasurer



"For the Good of the City" Comment Period

Common Council Meeting Date: September 9, 2024

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 _____)

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

CITY OF PORT JERVIS

Accounts Payable

9/9/2024

| | |
|---------------------------|--------------|
| 1 General Fund | \$213,801.54 |
| 2 Water Fund | \$39,354.43 |
| 3 Sewer Fund | \$2,246.73 |
| 4 Capital Fund | \$53,060.34 |
| 5 Trust and Agency | \$600.00 |

| | |
|--------------|----------------------------|
| Total | <u><u>\$309,063.04</u></u> |
|--------------|----------------------------|

GENERAL, WATER & SEWER FUNDS

| | | |
|------------------------------------|----|-----------|
| Magna5 | \$ | 19,664.00 |
| Global Montello Group | \$ | 6,728.31 |
| Avenu Insights (computer software) | \$ | 13,990.66 |
| Port Jervis School Tax Collector | \$ | 65,209.90 |

CAPITAL FUND

| | | |
|----------------------|----|-----------|
| MHE Engineering | \$ | 22,076.78 |
| Farr Engineering | \$ | 18,204.08 |
| Island Tech Services | \$ | 7,414.00 |
| Carole Gallager ESQ | \$ | 330.00 |



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
Father Anthony Giacona

Department Secretary
William R. Werner

Department Treasurer
Robert A. Waligroski

Deputy Chief
James W. Rohner, Jr.

Deputy Chief
Jeffrey S. Rhoades

Deputy Chief
Frank W. Fuller, III

3 September 2024Bryce

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

RE: Removal of Member
Bryce G. Sotelo

Dear Mayor Cicalese and Members of the City Council,

This is to request that the below named, a member of the Port Jervis Fire Department and the Company herein stated, be removed from the active membership rolls for the reason(s) stated.

Member: Bryce G. Sotelo

Company: Delaware Engine Company No. 2

Reason(s): Voluntary resignation

This change is effective this date.

Respectfully submitted,

William R. Werner
Department Secretary

Approved: Disapproved: Date: _____ Initials: _____



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





PORT JERVIS FIRE DEPARTMENT

8-10 Orange Street, Post Office Box 1002, Port Jervis, New York 12771-1002



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Department Secretary
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Department Treasurer
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Deputy Chief
James W. Rohner, Jr.

Deputy Chief
Jeffrey S. Rhoades

Deputy Chief
Frank W. Fuller, III

3 September 2024

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

RE: Event
Maghogomock Hook & Ladder Company No. 1
DATE CORRECTION

Dear Mayor Cicalese and Members of the City Council,

This is to request that Maghogomock Hook & Ladder Company No. 1 be permitted to host the following event:

Roast Beef Dinner Take Out on 10/19/2024

This event was approved by the Board of Officers this evening..

Respectfully submitted,

William R. Werner
Department Secretary

Approved: Disapproved: Date: _____ Initials: _____



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



INTRODUCTORY LOCAL LAW NO. 6 OF 2024

**A LOCAL LAW OF THE CITY OF PORT JERVIS, COUNTY OF ORANGE,
AMENDING SECTIONS 415-10 OF THE CITY CODE-PROPERTIES: ABANDONED,
VACANT, BOARDED, AND FORECLOSED AND 280-15: FEES FOR VACANT AND
ABANDONED BUILDINGS**

BE IT ENACTED BY THE COMMON COUNCIL OF THE CITY OF PORT JERVIS AS FOLLOWS:

Section 1. Purpose

There are properties within the City of Port Jervis that remain abandoned or vacant in excess of ten years. Currently, the City Code only provides for fines up to the tenth year of abandonment or vacancy. The Common Council deems it necessary to expand the fine schedule set forth in City Code Chapter 415 and the fee schedule set forth in City Code Chapter 280 to include fines for abandoned or vacant buildings beyond ten years.

Section 2.

- A. The City of Port Jervis Code, Chapter 415 entitled Properties: Abandoned, Vacant, Boarded, And Foreclosed, shall be amended by adding the following subsection to Section 415-10(A) entitled Fees for vacant or abandoned buildings:

(10) For each year after the tenth year that the building remains abandoned or vacant, the annual fee will increase by \$1,000 over the fee assessed in the previous year. By way of example, the annual fee in Year 11 will be \$11,200.00 and the annual fee in Year 12 will be \$12,200.00.

- B. The City of Port Jervis Code, Chapter 280 entitled Fees, shall be amended by adding the following sentence to the end of subsection B. of Section 280-15 entitled Fees:

For each year after the tenth year that the building remains abandoned or vacant as described in City Code 415-10(A)(9), the annual fee will increase by \$1,000 over the fee assessed in the previous year. By way of example, the annual fee in Year 11 will be \$11,200.00 and the annual fee in Year 12 will be \$12,200.00.

Section 3. Separability

If any provision of this local law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this local law or the application thereof to other persons or circumstances, and the Common Council of the City of Port Jervis hereby declares that it would have passed this local law or the remainder thereof had such invalid application or invalid provision been apparent.

Section 4. Repeal

All ordinances, local laws and parts thereof inconsistent with this Local Law are hereby repealed.

Section 5. Effective Date

This Local Law shall take effect immediately upon filing in the office of the New York State Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

RESOLUTION OF COMMON COUNCIL OF THE CITY OF PORT JERVIS

UPDATED DESIGNATION OF OFFICERS FOR THE PURPOSES OF NYS HOMES & COMMUNITY RENEWAL (HCR)

WHEREAS, the City of Port Jervis Common Council recognizes the need for certain positions within the City to be identified as per NYS HCR and other state agencies.

NOW, THEREFORE, be it resolved that the Common Council of the City of Port Jervis hereby authorizes the persons designated by position as responsible for the following offices:

1. Fair Housing Officer — Executive Director, PJCDA
2. MWBE & Section 3 Coordinator — City Clerk Treasurer
3. ADA Grievance Coordinator — City Clerk Treasurer
4. Labor Standards Compliance Officer — Director, Department of Public Work

Motion by: M. Hockenberry Second by: J. Rhoades

| | | |
|---------------------|----------------------|--------|
| Jason Vicchiariello | 1 st Ward | AYE |
| Colin O’Connell | 1 st Ward | AYE |
| Maria Mann | 2 nd Ward | ABSENT |
| Misty Fuller | 2 nd Ward | AYE |
| Jeffrey Rhoades | 3 rd Ward | AYE |
| Gerald Oney | 3 rd Ward | AYE |
| Jacqueline Dennison | 4 th Ward | AYE |
| Stanley B. Siegel | 4 th Ward | AYE |
| Michael Hockenberry | Councilman-At-Large | AYE |

DATED: September 9, 2024


Stacey Hosking, City Clerk Treasurer