

APPROVED MINUTES
PORT JERVIS COMMUNITY DEVELOPMENT AGENCY
(PJCDA)
MEETING MINUTES
WEDNESDAY, May 29, 2024

ROLL CALL:

The May 29, 2024, PJCDA board meeting was called to order by Chairwoman Trovei at 7:00 p.m. at 134 Pike St., 2nd floor, Port Jervis, NY 12771.

Per Roll Call, the following members were present:

Kristin Trovei, Chairwoman
Michael Talmadge, Treasurer
Jeffrey Rhoades, Secretary
Jacqueline Dennison, Council Liaison
Colin O'Connell, Member

Absent:

John Russell, Vice Chairman

Also present were:

Matthew Witherow, Esq.
Valerie Maginsky, Exec. Director
Nora Goetz, Section 8 Administrator

Member(s) of the Public

No one from the public was present.

MINUTES

The April 24, 2024, meeting minutes were reviewed and approved:

Motion: Mr. Talmadge 2nd: Mr. Rhoades All Others in Favor

FINANCIALS and

A. Administrative Bills

E.D. Maginsky reviewed the administrative bills in the amount of **\$24,816.76**. The total current admin balance is **\$770,250.92**. A motion was made to approve payment of the bills in the amount of **\$24,816.76**.

Motion: Ms. Dennison 2nd: Mr. Rhoades All Others in Favor

B. Monthly Financial Report

All bills received have been paid accordingly.

Motion: Ms. Dennison 2nd: Mr. Rhoades All Others in Favor

SECTION 8 & DIRECTOR'S REPORT

Administrator Goetz presented the May 2024 Section 8 report for review and comment. Leased HCV: 203, Leased Mainstream: 37, HAP, Mainstream, FSS Payments: \$167,386. Total Admin received: \$23,858.00 with all eligible waitlist applications, 375 families are on the waitlist. Two (2) waitlisted families are seeking housing.

The Section 8 Administrative Plan and Five-Year Plan public hearing notice for 6:00 PM on 6/11/24 at the Rec Center, 1st floor, was published on 4/26/24. Plan drafts are available for public viewing at the City Clerk's office and the Rec Center at 134 Pike St. Administrator Goetz and E. D. Maginsky, attended the PJP Community Collaboration meeting at the Erie Trackside on 5/9/2024.

Awaiting guidance from HUD, implementation of NSPIRE is in process.

ACH direct deposit planning continues. As E.D. Maginsky is not an account signatory, she may not be the ACH Authorized Administrator. As an account signatory, Chairwoman Trovei was therefore nominated and approved to become the Jeff Bank ACH Authorized Administrator.

Motion: Mr. Rhoades 2nd: Mr. Talmadge All Others in Favor

E.D. Maginsky presented the May 2024 Director's report for review and comment, and it was approved:

Motion: Mr. Talmadge 2nd: Mr. O'Connell All Others in Favor

COMMUNICATIONS:

4/25/24 – E.D. Maginsky and CDA Caseworker Bennett met with Patricia Korth/Jeff Bank, re: ACH planning.

5/2/24 – E.D. Maginsky attended the OC Fair Housing Training provided by Westchester Residential Opportunities. The next OC Fair Housing training may not be offered until next year. Training information for City use will be forwarded. Otherwise, City training on sexual harassment, bloodborne pathogens and violence in the workplace is expected in November 2024.

OLD BUSINESS:

Grants/Projects:

- FY 2014 Housing NOFA – AHC- Annual outreach to participant homeowners is due.
- NY RESTORE - \$120k to demo 6 city owned dwellings Round 5 to be completed –
- NYS DEC WQIP – Land Acquisition – Project 1 Deerpark- two encroachments are being addressed, Project 2- Latini - the survey has been received and will be reviewed. On 5/8/24, Mayor Cicalese and Kyle Sanduski/OCLT participated in a NYS DEC WQIP presentation to potential WQIP applicants.
- NYS DRI – Awarded 3/21/23 - \$10M – Project award announcements were made on 5/22/24. City Projects: Riverside Park - \$2.657M, Jersey Ave.-\$1,064,000, Small Projects-\$600k, Branding and Marketing - \$350k (RR Crossing at Fowler and 4th previously withdrawn as additional engineering is needed). Private Projects: 29 Front St.-\$1.5M, 103 Jersey Ave. - \$2M, 46 Front St. - \$707k, 22 Jersey Ave. \$522k 11 Sussex (Krause Photo) - \$300k, (Not awarded: Erie Heritage Center, 13 Sussex, 106 Ball St.) A planning meeting will be held late June with the City and NYS DOS.
- USDA Forest Service Urban and Community Forestry – the city will be partnering with Sustainable Forestry Initiative (SFI) <https://forests.org/>. E.D. Maginsky is performing outreach in development of new \$1M budget.
- RISC Technical Assistance Grants – paperwork for the spillway from Reservoir 1 and the replacement of the 24-inch water main was received for review.
- EV chargers – 1 Barclay St. – NYPA Evolve – comments were received from MHE and on behalf of Mayor Cicalese, project approval was provided by DPW.
- New York State DEC - Drinking Water Source Protection Plan (DWSP2) awarded January 31, 2024, and accepted by the PJCC on February 12, 2024, for a technical assistance grant, - initial internal data review and document collection has been initiated. MHE will continue with GIS information collection.
- FEMA Assistance to Firefighters Grant (AFG) - an application to replace all SCBAs and one RIT-PAK was submitted on 3/5/2024. A letter of support was received from Sen. Gillibrand's office. No update has been received.
- ESD RESTORE Round 8 – the project at 29 Front St. was submitted on 5/20/24 for \$2M. On 5/22/24, this same project was awarded \$1.5 M under the DRI.
- A New York State CREST grant application for \$55k towards a new FD command SUV (total estimate \$95k) to Senator Skoufis was approved by the PJCC on 3/20/24 and submitted on 3/25/24. A DASNY id number was received, and identification questions are to be answered by the Clerk's office.
- The OSI water protection grant submission for \$900k was written and submitted by OCLT.
- After notification on 4/26/24, two Community Funding Projects applications, one for funding towards a new fire engine and another for Jersey Ave street scape improvements were submitted on 4/29/24 to Congressman Pat Ryan's office. Notice was subsequently received that the fire engine application was selected for the next round of Congressional review.

- The Neversink Watershed Management Plan is ready for final committee review.
- E.D. Maginsky will bring the NYS Pro-Housing Communities program to the PJCC’s attention.
- Two quotes for shredding have been received and clarifying questions are following. An independent contractor inspector job description is in process.
- NYS is encouraging participation in Climate Smart Community projects. The Hudson Valley Regional Council has two upcoming webinars about the new grants available.
- In the 2024 PJCDA budget, hiring of a part-time CDA staff will be pursued in the coming months.

NEW BUSINESS:

- The NYS Consolidated Funding Applications are now open.
- The NYS Office of Parks, Recreation and Historic Preservation and the Dormitory Authority of the State of New York have funding available in the New York Statewide Investment In More Swimming (NY SWIMS) Initiative. This program offers grants between \$50,000 and \$10 million to acquire, design, construct or reconstruct facilities, provide major renovations, improvements, and modernization or rehabilitation of swimming facilities and natural swimming areas. The first round and application period will open on June 13, 2024, and applications must be submitted by July 12, 2024. Award announcements are expected by August 28, 2024. A 20% match is required.
- E.D. Maginsky reviewed a 5/16/24 webinar on funds available through the Bipartisan Infrastructure Law (BIL) for water projects through the EPA and NYS DOH and NYS Environmental Facilities Corporation (EFC). If the City is interested, engineering reports are necessary for Intended Use Plan (IUP) application.

PUBLIC COMMENT

No member of the public was present.

EXECUTIVE SESSION

A motion was made to go into Executive Session at 7:31 PM to discuss loans and contractual issues:

Motion: Mr. Talmadge 2nd: Mr. O’Connell All Others in Favor

The PJCDA Board of Directors came out of Executive Session at 7:39 PM.

Motion: Mr. Rhoades 2nd: Ms. Dennison All Others in Favor

ACTIONS AS A RESULT OF EXECUTIVE SESSION:

None

NEXT MEETING will

The next meeting of the PJCDA Board of Directors is scheduled for June 26, 2024, at 7:00 p.m. at 134 Pike St., 1st Floor, Port Jervis, NY 12771. With prior notification to the PJCDA by tel.: 845-858-4024, or email: Director@PJCDA.org, ADA access is available.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:40 PM.

Motion: Mr. Rhoades 2nd: Mr. O’Connell All Others in Favor