

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, March 9, 2026, at 6:30 pm.

Attendance-

Jason Vicchiariello	1st Ward	Present
Colin O'Connell	1st Ward	Absent
Misty Fuller	2nd Ward	Present
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

Presentation - Laura Meyer from the Port Jervis Tourism board would like to thank everyone who participated and came out to watch the 8th Annual St. Patrick's Day Parade/ Blarney Blast. Trophy winner - Grand Marshal's Choice - Michael McCarthy Memorial award trophy: Victory Hill Therapeutic, First Responders: Matamoros Fire Dept, Best Float: Port Jervis Mayor and Council, Best Youth Group: Sullivan County Cadet Squadron of the Civil Air Patrol, Best Marching Unit: The Tappan Zee Bridgemen, Most Irish Spirit: Hudson Valley Regional Police Pipes and Drums.

Public Comment - None

Executive Session - NONE

Executive Session Material- NY Pub Off Law 105.1 (f) Personnel Matter, and a contractual matter.

- Motion to enter executive session 6:35pm by J. Rhoades 2nd by M. Mazzara.
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion to return from executive session 6:47pm by J. Rhoades 2nd by J. Vicchiariello.
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED

Approval of Minutes -

- Motion to approve February 9, 2026, Common Council minutes by J. Rhoades 2nd by J. Vicchiariello
AYE: 6 ABSENT: NAYS: 0 ABSTAIN: 1 (Mazzara) CARRIED

Regular Business-

J. Vicchiariello - Code

- Code last met on March 4th
- Motion to accept the monthly report for February from the Building Dept. 2nd by J. Rhoades
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion to accept the monthly report for February from the Fire Inspector. 2nd by J. Rhoades
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED

- Discussed updates and changes we would like to review and discuss.
- Next code meeting will be on April 1st @ 6:30 pm

J. Vicchiariello - Police

- The Police Committee met on February 24th, 2026.
- Motion to accept the monthly report for February from the Police Report. 2nd by M. Fuller
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion to approve hiring of part-time dispatcher effective March 10, 2026. 2nd by J. Dennison
- AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- The next meeting will be held on March 19, 2026, at 6 pm in the Council Chambers.

C. O'Connell - Planning- None

C. O'Connell - Zoning- None

C. O'Connell - Recreation-

- The Dog Yard, Church St. Park (lower level) and the vehicle entrance to Point Peter are all closed for the winter. They will reopen this spring.
- We are in the process of setting up the Sleigh Riding Hill at West End Beach. Hay bales will be placed along the guardrail for protection. Please no skis or snowboards- sleds only. Open during daylight hours.
- The Youth Center is open Monday- Thursday 2 pm- 6 pm and Fridays 2 pm- 5:30 pm. We will be closed on January 19, 2026- Martin Luther King Jr. Day.
- Thank you to Tim Simmons, the PJ Rec Department, all the volunteer and sponsors who help put on the Polar Plunge we raised over \$3,000 for the Port Jervis Special Operations Team
- The next Recreation Commission meeting will be held on Wednesday, January 14, 2026, at 6:15 pm at the Youth Center.

M. Fuller. - Finance -

- Motion to approve Accounts Payable in the amount of \$525,604.47 second M. Mazzara
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion to approve Resolution 16 of 2026 set - Grievance Day October 13, 2026, and Tax Lien sale Tuesday November 17, 2026. 2nd by M. Mazzara
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion to approve agreement and have mayor or his designee sign agreement with PFK O'Connor Davies through 12-31-2029 our accounting services 2nd by J. Rhoades
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion to authorize mayor or his designee to sign agreement with Mike Genito for accountant consultant services 2nd G. Oney
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion to approve Resolution 17 of 2026 Agreement with Orange County for the 2026 Orange County Youth Bureau Grant Program for the Port Jervis Youth Center. 2nd by J. Dennison
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Next meeting will be held March 18, 2026 @ 6pm

M. Mazzara - Tourism -

- The tourism board would like to thank everyone who attended the 8th annual St. Patrick's Day Parade on Sunday. All participants and our parade viewers and supporters. Trophy winner - Grand Marshal's Choice - Michael McCarthy Memorial award trophy: Victory Hill Therapeutic, First Responders: Matamoras Fire Dept, Best Float:

Port Jervis Mayor and Council, Best Youth Group: Sullivan County Cadet Squadron of the Civil Air Patrol, Best Marching Unit: The Tappan Zee Bridgemen, Most Irish Spirit: Hudson Valley Regional Police Pipes and Drums.

G. Oney, Jr. - IDA -

- The IDA last met on February 18, 2026
- The IDA has one application and one that will soon be submitted. Lots of things to come for the IDA.

G. Oney - ADA -

- ADA met on March 2nd to discuss the Jersey Street scape project.

J. Rhoades - FEM -

- Motion for Resolution 18 of 2026 sale of surplus equipment (55 Scott SCBA packs and 110 Scott SCBA Cylinders) 2nd by S. Siegel
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion for Resolution 19 of 2026 sale of surplus equipment (Scott RIT Pak) 2nd by S. Siegel
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion for Excelsior Engine Company No 5 to travel to Kaplan house on date approved by chief. 2nd by S. Siegel
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion for Howard Wheat Engine Co #4 to hold Cory's Pickle Fundraiser during March and April 2nd by S. Siegel
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion for Maghogomock Hook & Ladder Co #1 to hold Roast Beef Dinner on 3/28/26 from 4:30-6:00pm 2nd by S. Siegel
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion for Port Jervis Fire Dept to hold annual coin toss on 05/22/26 (4-7), 05/23/26 (10-1), 09/04/26 (4-7) & 09/05/26 (10-1). 2nd by S. Siegel
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion for Port Jervis Fire Dept to host a shuffleboard tournament to benefit the Nick McKeon scholarship fund on 10/10/26 & 10/17/26. 2nd by S. Siegel
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion for Port Jervis Fire Dept to hold inspection day parade on 07/11/26 and associated activities the week leading up to the parade. 2nd by S. Siegel
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion for Port Jervis Fire Dept to allow members to attend Bridge the Gap with Jeremy Donch seminar at PJ high school on 04/11/2026 from 9am-12pm. 2nd by S. Siegel
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion for transfer request for Dominic Cicalese engine 2 to engine 1. 2nd by G. Oney
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion for transfer request for William Conklin Jr. engine 6 to engine 4. 2nd by J. Dennison
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion for transfer request for Frank Felter engine 2 to engine 4. 2nd by G. Oney
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion for transfer request for Richard Galloway engine 2 to engine 6. 2nd by G. Oney
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion for transfer request for Kenneth Howell engine 4 to engine 1. 2nd by J. Dennison
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion for transfer request for Wendy Howell engine 4 to engine 1. 2nd by J. Dennison
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion for transfer request for Russell Potter engine 2 to engine 6. 2nd by J. Dennison
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED

- Motion for transfer request for Jeffrey Rohrer engine 2 to engine 4. 2nd by J. Dennison
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion for transfer request for Peter Sigreto engine 2 to engine 6. 2nd by J. Dennison
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion to appoint Jeffrey Bodensiek as probationary driver for Neversink Engine Co No 1. 2nd by J. Dennison
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Motion to nominate for active membership for Robert Padgett Jr. Neversink Engine Co No1. 2nd by J. Dennison
AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- Next meeting will be on March 16th @ 6:30 in Council Chambers.

J. Dennison - CDA-

- The CDA Last met on February 25, 2026, in the Rec center
- Under section 8 the waitlist is now open through March 13th, 2026. Instructions and applications are available for download on the City's website under notices. During regular business hours, paper copies may be collected from the City Clerk's office at 20 Hammond St, or at the Port Jervis Housing Authority at 39 Pennsylvania Ave.
- With the contract extension approved, the WQIP grant acquisition of the second and final property has been completed.
- Resolution 20 of 2026 authorizes the Port Jervis CDA to provide administrative services to the city for the NY state housing trust fund office of community renewal's community development block grant for water filtration plant improvements Project # 938PW123-24 2nd by S. Siegel
- AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED
- The next meeting will be held on March 25, 2026, at 7 pm on the 2nd floor of the Rec center.

S. Siegel -HOUSING and VETERANS-

- The Housing Authority last meeting was cancelled the next meeting will be on March 24th @ 6pm at Hillside Terrace
- The next Senior Club meeting is Jan 24th @ 1:30pm at Fellowship Hall in West end.
- VFW Post 161 - will Host a Welcome home celebration on Sunday March 29, 2026 @ 12pm. At the Naval Ship.
- On a personal note, I hope that the organizers of the "No Kings" protest pick another location other than Veterans Park. Many Veterans as well as our 2 Veterans Organizations have expressed concern that our park which recognizes those that served our county is not the proper place to protest our government.
- PJTV23 is looking for volunteers to become a member and learn television broadcasting and community involvement. Contact me at 845-248-1622
- Quote of the day "A dream is just a dream until you make it real" ... Attributed to Bill Whetsel

Oney - DPW

- Garbage and Recycling on the week of March 9th and March 16th 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 Nixile were sent out with your last bill. They will be sent out with the next water bill for the last time. Most of city correspondence is done through there.
- Residents have received lead inventory letters. If you have already complied to this letter disregard if not, please follow instructions to complete.
- Pothole repairs in all wards have begun. If you see something that needs repair, please call the DPW office at 845-858-4001.
- Street sweeping has also begun in all wards.
- Jersey Ave Streetscape project will tentatively start at the end of March or beginning of April weather permitting.

D. Cicalese - Mayor Notes

- Motion to approve the public assembly permit for the Soapbox Derby (multiple dates) By J. Vicchiariello 2nd by J. Rhoades
- AYE: 7 ABSENT: 2 (Hockenberry, O'Connell) NAYS: 0 ABSTAIN:0 CARRIED

7:17 pm - Motion to adjourn by J. Rhoades, second by S. Siegel - all in favor.

Respectfully,
Stacey Hosking
City Clerk Treasurer

Resolution No.16 of 2026

ROLL CALL VOTE

**THE CITY OF PORT JERVIS
COMMON COUNCIL**

The following was presented

By: M. Fuller

Sec'd by: J. Rhoades

Date of Adoption: 03/09/2026

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. 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	7			2

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
2025 TAX LIEN SALE**

WHEREAS, the City of Port Jervis Common Council has reviewed a listing presented by the City Clerk Treasurer of all properties with outstanding amounts due for property taxes and any charges as re-levied to the tax bills from the year 2025 and earlier as applicable within the City of Port Jervis; and

WHEREAS, it is also recognized that these outstanding amounts are subject to tax lien sale as per the Charter and Code of the City of Port Jervis; and

WHEREAS, the tax lien sale **Grievance Day** is set for the Common Council meeting on **Tuesday, October 13, 2026**.

It is hereby **RESOLVED**, that the Common Council of the City of Port Jervis

Authorizes the City Clerk Treasurer to proceed with a **Tax Lien Sale** on all properties with outstanding taxes and re-levied charges resulting from 2024 or earlier as of July 1, 2025 as prescribed in the City Code and Charter with all notifications as necessary and final lien sale to occur on **Tuesday, November 17, 2026** at 2pm in the Council Room at 20 Hammond Street, Port Jervis, New York.

PASSED AND ADOPTED on this 9 day of March, 2026.



Attest: Stacey Hosking
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. 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	7			2

The following was presented
 By: M. Fuller
 Sec'd by: J. Dennison
 Date of Adoption: 03/09/2026

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH THE COUNTY
OF ORANGE FOR THE 2026 ORANGE COUNTY YOUTH BUREAU GRANT
PROGRAM FOR THE PORT JERVIS YOUTH CENTER**

WHEREAS, the County of Orange has awarded funding to the City of Port Jervis Recreation Department to operate the City of Port Jervis Youth Center, which provides a positive environment for City youth; and

WHEREAS, in order to obtain the required funding, the County of Orange requires that the City execute an agreement under which the City would be required to utilize said funds as indicated above; and

WHEREAS, the Common Council of the City of Port Jervis believes it is in the best interest of the City of Port Jervis to authorize the Mayor to execute the aforesaid agreement,

NOW, THEREFORE, IT IS HEREBY

RESOLVED that the Common Council of the City of Port Jervis hereby authorizes and directs the Mayor, or his designee, to execute and submit a grant contract with the County of Orange to operate the City of Port Jervis Youth Center to effectuate said funding, subject to the approval of the Corporation Counsel.

Resolution No.17 of 2026

PASSED AND ADOPTED on this 9 day of March, 2026.



Attest: Stacey Hosking
Stacey Hosking 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. 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	7			2

The following was presented
 By: J. Rhoades
 Sec'd by: S. Siegel
 Date of Adoption: 03/09/2026

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
DECLARING EQUIPMENT AS SURPLUS AND AUTHORIZING THE SALE
OF CERTAIN EQUIPMENT**

WHEREAS, the Common Council of the City of Port Jervis wishes to declare certain equipment owned by the City and utilized by the City Fire Department as surplus property upon the recommendation of the Chief of the Fire Department, who has advised the Common Council that the equipment is no longer needed by the Department,

NOW THEREFORE, IT IS HEREBY

RESOLVED, that the following equipment is hereby declared as surplus and may be disposed of by the City in accordance with all applicable laws, rules and regulations:

1. 55 Scott SCBA (Self-Contained Breathing Apparatus) Packs
2. 110 Scott SCBA High Pressure Cylinders, and it further

RESOLVED, that the Chief of the Fire Department is authorized to dispose of 15 SCBA's and 15 SCBA Cylinders by selling same to the Hancock Fire Department for the total sum of \$4,000.00, which is permissible without an auction or competitive bidding.

Resolution No. 18 of 2026

PASSED AND ADOPTED on this 9th day of March, 2026.



Attest: Stacey Hosking
Stacey Hosking

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. Vicchiarriello	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	7			2

The following was presented
 By: J. Rhoades
 Sec'd by: S. Siegel
 Date of Adoption: 03/09/2026

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
AUTHORIZING THE SALE OF SURPLUS PROPERTY**

WHEREAS, the Common Council of the City of Port Jervis previously declared certain equipment owned by the City and utilized by the City Fire Department as surplus property pursuant to a duly adopted resolution of the Common Council; and

WHEREAS, the Chief of the Fire Department has received bids from neighboring fire departments to purchase the aforesaid equipment, which sale may be accomplished without the need to engage in the public bidding process; and

WHEREAS, the Common Council, upon the recommendation of the City Fire Chief, deems it appropriate to accept the bid received for the aforesaid equipment as set forth below in order to recoup funds to be used for City Fire Department purposes.

NOW THEREFORE, IT IS HEREBY

RESOLVED, that the Mayor, Fire Chief or their designee is authorized to dispose of the surplus equipment as follows:

Resolution No. 19 of 2026

Equipment

Accepted Bid

Purchaser

Scott RIT Pak
Product # 804310-04
Serial # 706000140

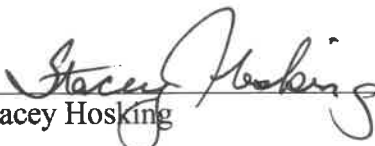
\$500.00

Sparrowbush Fire Department

PASSED AND ADOPTED on this 9 day of March, 2026.



Attest:


Stacey Hosking

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. 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	7			2

The following was presented
 By: J. Dennison
 Sec'd by: S. Siegel
 Date of Adoption: 03/09/2026

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
AUTHORIZING THE PORT JERVIS COMMUNITY DEVELOPMENT AGENCY TO
PROVIDE ADMINISTRATIVE SERVICES TO THE CITY FOR THE NEW YORK
STATE HOUSING TRUST FUND OFFICE OF COMMUNITY RENEWAL’S
COMMUNITY DEVELOPMENT BLOCK GRANT FOR WATER FILTRATION PLANT
IMPROVEMENTS PROJECT #938PW123-24 AS A PROFESSIONAL SERVICE**

WHEREAS, the City of Port Jervis was awarded a \$1,500,000 Grant #938PW123-24 from the New York State Housing Trust Fund Office of Community Renewal for improvements to the City’s water filtration plant with the soft costs including engineering and administration to be paid separately by the City under its professional services procurement procedures; and

WHEREAS, separate from the \$1,500,000 million grant request, the grant application budget included an additional \$313,000 in estimated costs for engineering and administrative services, of which \$15,000 is allocated to administrative services; and

WHEREAS, the Port Jervis Community Development Agency is extremely knowledgeable in the administration of Community Development Block Grants and has been instrumental in the planning, writing, submission and acquisition and subsequent grant requirement work of this grant portion of the water filtration plant improvements, and this resolution formalizes execution of the professional services contract between the Port Jervis Community Development Agency and the City of Port Jervis beginning November 25, 2024 through the end of the completion of the project and monitoring,

NOW, THEREFORE, LET IT BE HEREBY

RESOLVED, that the Common Council hereby approves an administrative professional services contract totaling \$15,000 between the City and the Port Jervis Community Development Agency, retroactive to November 25, 2024, through the end of the grant project, inclusive of all required monitoring and administration of the \$1,500,000 Grant #938PW123-24 from the New York State Housing Trust Fund Office of Community Renewal for improvements to the City's water filtration plant; and it is

FURTHER RESOLVED, that the Common Council hereby authorizes and directs the Mayor, or his designee, to execute documents and take all actions necessary to effectuate the intent of this resolution as well as the administration of the Grant, all of which shall be subject to review and approval by the Corporation Counsel.

PASSED AND ADOPTED on this 9th day of March 2026.



Attest: Stacey Hosking
Stacey Hosking