

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 10, 2023, at 6:30 p.m.

Attendance-

Regis Foster	1st Ward	Present
Elizabeth Miller	1st Ward	Present
Maria Mann	2nd Ward	Present
Misty Fuller	2nd Ward	Present
Denis Livingston	3rd Ward	Present
Michael Decker	3rd Ward	Present
Timothy Simmons	4th Ward	Present
Melissa Newhauser	4th Ward	Present
Stanley Siegel	Councilman-At-Large	Present
Mayor Decker	Mayor	Absent

Also present :

City Clerk-Treasurer Laura Quick, Corporation Counsel William Frank, Esq.

The meeting opened at 6:30 pm by Councilman-At-Large Siegel.

Pledge of Allegiance-

Councilman-At-Large Siegel led all present in the Pledge of Allegiance to the Flag.

Public Hearing- NonePublic Comment- NoneExecutive Session- 6:31 pm

A motion was made by T. Simmons second by R. Foster to enter executive session based on Public Officers Law Article 7

- 105.1f - Personnel (x1)

Inviting DPW Director and assistant Director. The Council will also seek advice from legal counsel on issues regarding any other attorney client privileged matters, as necessary.

Inviting

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

7:07 pm A motion was made by T. Simmons to return from executive session second by R. Foster

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

Executive Session Material-

- Motion to approve Resolution 2023-0410-034 - Appoint Open DPW Positions by D. Livingston second E. Miller.
- AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Regular Business-

R. Foster - ADA -The next ADA committee meeting May 1, 2023 5:30 pm

E. Miller - Finance

- Motion to approve Accounts Payable Warrant. Second by R. Foster
AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve Six Port Jervis No Littering signs for up to \$1,000 second M. Newhauser. Discussion - T. Simmons - will the money come out of the DRI Grant.
AYE: 7 ABSENT: 0 NAYS: 2 (Mann, Siegel) ABSTAIN: 0 CARRIED

The next Finance meeting will be on April 19, 2023 at 6:00pm

M. Fuller - FEM-

- Motion to approve event Wet Down in New City on 6/3/2023 Tri States second by T. Simmons .
AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve event Picnic on 8/26/2023 and baseball game on 9/16/2023 Excelsior second by T. Simmons .
AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve event County Parade 9/23/2023 in Washington Height and Middletown parade on 10/7/2023 second by T. Simmons .
AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Reminder - On April 16, 2023 the Fire Department will be washing down the sidewalks on Pike and Front Streets
The next FEM meeting will be April 17, 2023 at 6:30 pm

M. Mann - Tourism-

Thank you, Stanley

4/10/2023

Tourism has not met since their last meeting. The citywide yard sale will be held on Saturday May 6th from 9 to 4 with a rain date set for Sunday May 7th. There will be no fee to participate, sign ups or maps this year. The tourism board will continue to advertise the yard sale as they have done in the past.

The next tourism meeting will be held on Wednesday April 12th at 7pm here in the council chambers. Anyone with any further inquiries may email tourism chair Laura Meyer at tourism@portjervisny.gov

M. Mann - IDA-

IDA has not met since their last meeting. Their next meeting will be held on Monday April 17th at 6:30pm here in the council chambers.

M. Decker -Planning -

The next Planning Committee meeting is scheduled for April 18, 2023 at 7:00 pm including a Public Hearing for Treetop Companies Warehouse Facility.

M. Decker -Zoning -

Zoning has not met due to lack of agenda.

The next Zoning Committee meeting is scheduled for May 02, 2023 at 7:00 pm.

D. Livingston - DPW-

- Motion to approve Resolution 2023-0410-035 Towpath Road second T. Simmons
AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to set public hearing citizens participation CDBG 938PR4-20 for April 24, 2023 at 6:31 pm second E. Miller
AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

- Garbage and recycling on the week of April 24th will be on its normal schedule. The week of May 1st garbage and recycling will be on its normal schedule. The week of April 24th and the week of May 1st paper pickup will be on its normal scheduled day.
- The 2023 Garbage schedule is available on the city website at www.portjervisny.gov or by emailing the DPW office at dpwclerk@portjervisny.gov.
- Compost pile will be open every Saturday from 7 a.m. to 11:30 a.m. (tree limbs cannot be over 3 inches in diameter)
- Bag Leaves and brush will be picked up every Monday until finished.
- Door tags for updated city recycling rules have been distributed.
- City wide Street sweeping has begun.

On April 1, 2023, Orange County adopted updated recycling rules that will fine the City \$100 per load if recycling is not done properly.

D. Livingston - CDA

The CDA will meet on April 26, 2023 at the Pike Street location.

T. Simmons - Code-

- Motion to approve update to employee handbook "Chain of Command" second M. Decker
AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve City Clerk Treasurer applying for the Orange County Youth Summer employment program second R. Foster
AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

The next Code meeting will be May 3, 2023 at 6:30pm

M. Newhauser - Recreation-

- Motion to approve Resolution 2023-0410-033 2023 Youth Recreation and Juvenile Aid - second D. Livingston
AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Church St. Basketball Court and the Luann McCarthy Tennis Courts is now open daily. The courts will open at 7:30 am and close at 9:00 pm (lights are now on).
- Pt. Peter vehicle gate is now open daily and will be closed daily at sunset. Swings are up at all playgrounds and picnic tables are out.
- The 29th Delaware River 5K Run and Walk is set for Sunday May 7, 2023. Walkers will start at 8:30 am and runners will start at 9:00 am. You can register online at runsignup.com (then search Delaware River Run). Race day registration will also be available. Don't miss out on this fun and fast 5K! This is one of the longest running 5K races in Orange County!
- The Youth Center is open Monday-Friday between 3 pm- 6 pm. Our next Ten Night will be held on Friday April 21 between 6 pm- 9 pm. Teen Night is for Middle School and High School students only.
- HELP WANTED. The Rec Dept is hiring for the following summer positions: LABORERS, SR. RECREATION LEADER, RECREATION LEADERS, BEACH ATTENDANTS. Any questions please contact the Recreation Office at 845-858-4045 or recreationdirector@portjervisny.gov. If interested, applications can be picked up at the Recreation Office (134 Pike Street) or the Clerk's Office (20 Hammond Street).
- The next Recreation Commission meeting is scheduled for this Wednesday April 12 at 6:15 pm at the Youth Center.

S. Siegel - Housing/Veterans

- Housing will meet on April 25, 2023 at Hillside Terrace.
- Honor flights are on April 14 and April 20. For information visit www.hvhonorflight.com
- Orange County Veterans will hold a spring picnic on May 6, 2023 at 11am - 3pm.
- Senior club will meet on April 12, 2023 at Fellowship Hall

Public Comment - None**S. Siegel - Police -**

- Police Committee meeting for April 2023 is cancelled.
- The next meeting is on May 17, 2023 at 7pm

S. Siegel Announcements -

- Orange County DMV is back in Port Jervis beginning Monday April 17, 2023 and the mobile van will be there every Monday and Wednesday until further notice. A ceremony will take place at 10:30am.
- Corpus Christi procession on Sunday, June 11, 2023 at 6:30am at St Mary's Church. Motion D. Livingston second R. Foster
AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED
- Arbor Day Celebration on April 29, 2023 at 11am at City Hall

Motion to adjourn at 7:39 pm. Motion: D. Livingston Second R. Foster
AYE: 9 ABSENT: 0 NAYS: 0 ABSTAIN: 0 CARRIED

Respectfully,
Laura Quick
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, April 10, 2023 - 6:30 pm Regular Session:

Pledge of Allegiance / Roll Call



Public Hearing: NONE
Presentation: NONE
Public Comment: 5-minute limit per person

BASED ON PUBLIC OFFICERS LAW ARTICLE 7

Executive Session: 105.1f – Personnel (x1) – DPW Hiring – Invite DPW Director Motion: ;2nd
Out of Executive Session: TIME: _____ Motion: ;2nd

Address Executive Session Material:

Business:

Foster: (ADA) - ADA Update
Miller: (FINANCE) – Bills to be Paid: Motion: Miller; 2nd
Finance Update:
Consideration: Port Jervis No Littering Signs 6 for \$1,000 Motion: Miller; 2nd
Fuller: (FEM) – FEM Update:
Mann: (TOURISM/IDA) - Tourism / IDA Update:
M. Decker: (PLANNING/ZONING) – Planning / Zoning Update:
Livingston: (DPW/CDA) – Public Works Update:
Consideration: Set Public Hearing Citizen Participation
CDBG 938PR4-20 'Trenchless 2' for 6:31pm on April 24, 2023 Motion: Livingston; 2nd
Consideration: Resolution to add Tow Path Road in
Port Jervis Street Inventory Motion: Livingston; 2nd
Simmons: (CODE) - Code Update:
Consideration: Update Employee Handbook –
Chain of Command Policy Motion: Simmons; 2nd
Newhauser: (RECREATION) - Recreation Update:
Consideration: Approval for Orange County Youth Bureau
Funding Agreement Motion: Newhauser; 2nd

Public Comment: 5-minute limit per person

Siegel: (HOUSING/VETERANS) – Housing/Veterans Update:
(POLICE) next meeting Police Update: - Police Committee for April is CANCELLED
May 17th at 7:00pm

Announce: Orange County DMV back in Port Jervis beginning Monday, April 17, 2023 and will there every Monday and Wednesday until further notice.

Announce: Corpus Christi procession on Sunday, June 11th 9:30am St Mary's Church

Announce: Arbor Day Celebration at City Hall at 11:00am Saturday; April 29th

Adjournment: Motion: ;2nd



"For the Good of the City" Comment Period
Common Council Meeting Date: 4/10/23

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 _____)

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
APPOINT OPEN DPW POSITIONS

WHEREAS, the City of Port Jervis Common Council approves the hiring of Michael J. DiClemente as a Laborer 1 ; and

WHEREAS, the City of Port Jervis Common Council approves the hiring of Alex Dechiara as a Laborer 1.

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Port Jervis hereby authorizes the Mayor and/or his authorized representative to execute any and all necessary documents to hire both Laborer 1 positions start date to be determined.

Motion : D. Livingston Second by: E. Miller

Regis Foster	1st Ward	AYE
Elizabeth Miller	1st Ward	AYE
Maria Mann	2nd Ward	AYE
Misty Fuller	2nd Ward	AYE
Denis Livingston	3rd Ward	AYE
Michael Decker	3rd Ward	AYE
Timothy Simmons	4th Ward	AYE
Melissa Newhauser	4th Ward	AYE
Stanley B. Siegel	Councilman-At-Large	AYE

DATED: April 10, 2023



City Clerk Treasurer



CITY OF PORT JERVIS

Accounts Payable

4/10/2023

1 General Fund		\$109,373.24
2 Water Fund		\$6,941.20
3 Sewer Fund		\$1,023.86
4 Capital Fund		\$138,220.22
5 Trust and Agency		\$41,144.93
	Total	<u>\$296,703.45</u>

GENERAL, WATER & SEWER FUNDS

Police Uniform Allowance	\$44,525.00
Magna5	\$9,572.00
Orange Co Sanitary Landfill	\$21,261.82
Frontier Communication	\$4,564.49

CAPITAL FUND

Tyler Technologies	\$115,012.00
Avenu Insights	\$6,740.00



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
(vacant)

Department Secretary
William R. Werner

Department Treasurer
Robert A. Waligroski

Deputy Chief
James W. Rohner, Jr.

Deputy Chief
Jeffrey S. Rhoades

Deputy Chief
Dominic M. Cicalese

3 April 2023

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

RE: Events
Tri States Hose Company No. 6

Dear Mayor Decker and Members of the City Council,

It is requested that the below events be approved for the Port Jervis Fire Department and Company stated:

Attend a Wet Down in New City on 06/03/2023

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>





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3 April 2023

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

RE: Events
Excelsior Engine Company No. 5

Dear Mayor Decker and Members of the City Council,

It is requested that the below events be approved for the Port Jervis Fire Department and Company stated:

Hold a Company picnic on 08/26/2023 and attend a baseball game on 09/16/2023

Respectfully submitted,

William R. Werner
Department Secretary

Approved: Disapproved: Date: _____ Initials: _____



<https://portjervisfire.org>
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3 April 2023

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

RE: Events
Maghogomock Hook & Ladder Company No. 1

Dear Mayor Decker and Members of the City Council,

It is requested that the below events be approved for the Port Jervis Fire Department and Company stated:

Attend the County parade in Washington Heights on 09/23/2023 and attend the Middletown parade on 10/07/2023

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>



RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS ADDING TOWPATH ROAD TO THE CITY'S OFFICIAL INVENTORY OF PUBLIC ROADS AND ASSUMING LEGAL RESPONSIBILITY THEREFORE

WHEREAS, on or about January 10, 2022, a Revised Joint Resolution and Order of The Common Council of The City of Port Jervis and Town Board of The Town of Deerpark, Orange County, New York Annexing Certain Parcels of Property Into The City of Port Jervis was duly adopted (the "Annexation Resolution"); and

WHEREAS, multiple parcels of land were annexed from the Town of Deerpark into the City of Port Jervis pursuant to the Annexation Resolution; and

WHEREAS, as relevant here, by virtue of the Annexation Resolution, a public highway known as Towpath Road, which is 0.7 miles in length, twenty-three (23) feet wide and intersects with Canal Street, another public highway, on one end and has no outlet on the other end, was annexed from the Town of Deerpark into the City of Port Jervis; and

WHEREAS, it is necessary to add Towpath Road to the City's official inventory of public highways in order to maintain said highway and receive state funding for said maintenance,

NOW, THEREFORE, IT IS HEREBY

RESOLVED, that the Common Council of the City of Port Jervis hereby directs as follows:

1. That Towpath Road be formally added to the City's official list of public highways.
2. That the City of Port Jervis hereby assumes full legal responsibility for the care, maintenance, repair and replacement of Towpath Road as shall be deemed necessary and appropriate by the City Department of Public Works Director.
3. The City Department of Public Works Director and/or the City Clerk-Treasurer, shall take all steps necessary to add Towpath Road to the City's official list of public highways and take all steps necessary to implement the intent of this Resolution.
4. The City Department of Public Works Director is hereby authorized and directed to provide a certified copy of this Resolution to the New York State Department of Transportation in conjunction with the City's request for Towpath Road to be considered for funding under the New York State Consolidated Local Street and Highway Improvement Program (CHIPS)

PASSED AND ADOPTED on this 10rd day of April, 2023.

Motion : D. Livingston

Second by: T. Simmons

Regis Foster	1st Ward	AYE
Elizabeth Miller	1st Ward	AYE
Maria Mann	2nd Ward	AYE
Misty Fuller	2nd Ward	AYE
Denis Livingston	3rd Ward	AYE
Michael Decker	3rd Ward	AYE
Timothy Simmons	4th Ward	AYE
Melissa Newhauser	4th Ward	AYE
Stanley B. Siegel	Councilman-At-Large	AYE



City Clerk Treasurer



RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
2023 YOUTH RECREATION PROGRAM AND JUVENILE AID BUREAU

WHEREAS, the City of Port Jervis Common Council is desirous of continuing programs funded by the New York State Office of Children and Family Services through the Orange County Youth Bureau; and

WHEREAS, both the Youth Recreation program and the Juvenile Aid Bureau program are funded through the Orange County Youth Bureau; and

WHEREAS, the approved awards are \$19,000 for the Youth Recreation program and \$8,000 for the Juvenile Aid Bureau program.

NOW, THEREFORE, be it resolved that the Common Council of the City of Port Jervis hereby accepts the funding for 2023.

Motion by: M. Newhauser

Second by: D. Livingston

Regis Foster	1st Ward	AYE
Elizabeth Miller	1st Ward	AYE
Maria Mann	2nd Ward	AYE
Misty Fuller	2nd Ward	AYE
Denis Livingston	3rd Ward	AYE
Michael Decker	3rd Ward	AYE
Timothy Simmons	4th Ward	AYE
Melissa Newhauser	4th Ward	AYE
Stanley B. Siegel	Councilman-At-Large	AYE

DATED: April 10, 2023



City Clerk Treasurer

