

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, August 24, 2026, at 6:30 pm.

Attendance-

Jason Vicchiariello	1st Ward	Present
Colin O'Connell	1st Ward	Present
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	Present
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 Cicalese led all present in the Pledge of Allegiance.

Public Hearing - 2 public hearings

- Motion to open public hearing for amendment to Local Law 3 of 2026 amending article VI, Section C6-24 Tax sale redemption by C. O'Connell 2nd by M. Hockenberry
AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to close public hearing for amendment to Local Law 3 of 2026 amending article VI, Section C6-24 Tax sale redemption by M. Hockenberry, 2nd by J. Vicchiariello
AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to open public hearing on Local Law 4 of 2026 Amending chapter 535 of city code-zoning to permit multiple dwellings in the Tri States Commerce district. By J. Rhoades, 2nd by J. Dennison
AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to close public hearing on Local Law 4 of 2026 Amending chapter 535 of city code-zoning to permit multiple dwellings in the Tri States Commerce district. By J. Rhoades, 2nd by J. Vicchiariello
AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to set public hearing for local law #6 for September 14th at 6:31pm to update section C10-1 to update the charter stating that any Bond to exceed 5 million dollars would be subject to mandatory referendum, Motions by J. Vicchiariello, 2nd by S. Siegel
- AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED

Presentation – Mayor Cicalese and Recreation Director John Faggione presented Michael Cordisco with a certificate of appreciation for more than 40 years of service to the City of Port Jervis Recreation Center. Mike has done so much for the recreation department and the residence of Port Jervis. Mike grew up participating in activities with the youth center and continued since then.

Public Comment – Laura Meyer spoke about the Delaware River Cardboard Boat Regatta we had this past Saturday I would like to give a big shoutout to Sharon and Stan Siegel for commemorating the event. We had 14 cardboard boats,

and the fastest time went to an 18month old and her father in 2mins and 8sec. I would like to thank people who helped put the event together, Mike Meyer, Nicky Jones, Theresa Balough, and Tammy Predmore our boat inspector Dave Garcia, the Port Jervis Fire Dept special operations dive team the two young men at the launch and the Port Jervis Ambulance Squad, Port Jervis Police Dept and a special thank you to Michelle Taylor from Neversink Media Group for donating her time to announce the race. And thank you to everyone who came out for the event.

Executive Session - None

Executive Session Material- None

Approval of Minutes -

- Motion to approve August 10th, 2026, Common Council minutes by J. Rhoades, 2nd by C. O'Connell
AYE: 6 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 2 (J. Vicchiariello, M. Mazzara) CARRIED

Regular Business-

J. Vicchiariello- Code

- Motion to accept the July Building Official report, 2nd by C. O'Connell
AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to adopt Local Law #3 of 2026 amending article VI, Section C6-24 Tax sale redemption, 2nd by S. Siegel.
AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to adopt local law 4 of 2026 Amending chapter 535 of city code-zoning to permit multiple dwellings in the Tri States Commerce district. 2nd by M. Hockenberry
AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approved Resolution 68 of 2026 setting a public hearing on a proposed local law repealing section C4-9 of the city charter, 2nd by J. Dennison
AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Next code committee meeting will be on Sept 2nd in council chambers

J. Vicchiariello - Police

- Motion to approve the July Police report. 2nd C. O'Connell
AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve Resolution 69 of 2026 Authorizing the mayor to sign agreement for SRO contract for the 2026-2027 school-year inclusive of the 2026 summer school session. 2nd by J. Rhoades
AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to authorize the creation of a 2nd K-9 position 2nd by C. O'Connell
AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to authorize the purchase of an explosive/firearm detection K-9 not to exceed over \$10,000. 2nd by M. Hockenberry
AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to authorize the Chief of Police to appoint an office to the Explosive/firearm K-9 position and for the city to enter into an MOA with the PBA said position is subject to labor and corporate counsel review. 2nd by M. Hockenberry
AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED

C. O'Connell - Zoning -

- Has not met since its last meeting.
- Next meeting will be September 1, 2026, in council chambers

C. O'Connell - Planning -

At the August 18 Planning Board meeting, the Board extended the public hearing for the proposed mixed-use project at 37–39 Pike Street to September 15, subject to the applicant submitting revised site plans and documentation regarding their absence. The Board also reviewed a revised proposal for the former Flo Jean property on Water Street, now consisting of five residential duplex lots while keeping the Creamery and its parking area. A proposed parking lot for the Urgent Care/Little Pediatrics property at 69 Fowler Street was reviewed, with a public hearing scheduled for September 15. The Board also unanimously approved proposed Local Law #4 regarding zoning bulk requirements and accessory uses

- The next planning board meeting will be September 15th at 7pm in the council chambers

C. O'Connell - Recreation-

- I would like to thank John Faggione and the Rec department for setting up the trip to the Bronx Zoo a couple of weeks ago. My family and our friends had a blast.
- The Youth center rec room is now closed for the rest of the summer - Staff will reorganize and prepare the rec room for start of the school year. It will reopen the first day of school on Thursday, September 3, 2026. Our recreation room school hours are as follows: Monday – Thursday 2pm-6pm and Fridays 2pm-5:30pm.
- The splash pad at Church St Park is still open daily between 11am-7pm and will be open through Labor Day weekend.
- West End Beach is now closed for the season and swimming is prohibited
- The renovation project at Church St. Park has begun. The tennis court area is now closed and will remain closed. The basketball court and Splash Pad remain open until further notice. Thank you for your understanding and cooperation.
- Fall Special events this year include The Big Orange 10 Mile, 10K race on October 18, 2026, the 78th Annual Halloween Parade on October 24, 2026, and a NY Jets football game trip on October 25, 2026.
- Motion to approve Resolution 70 of 2026 authorizing the signing and submission of the financing commitment letter to subsidize the costs of the Church Street renovation project that are not covered by the previously awarded CREST grant. 2nd by S. Siegel
- AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- The next recreation meeting is scheduled for September 9, 2026, at 6:15pm at the rec center.

G. Oney- Finance

- Motion to approve Accounts Payable in the amount of \$759,593.15 2nd by J. Rhoades
- AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to accept Assessors report RP-6703, 2nd by M. Hockenberry
- AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Next Finance will be on Wednesday August 19, 2026

M. Mazzara - Tourism -

- The tourism board has not met since their last meeting.
- The Tourism board would like to thank everyone who joined them on Saturday to cheer on all the participants at the Delaware River Cardboard Boat Regatta and Beach Party. A special thank you to everyone who continues to support Port Jervis Tourism and the Port Jervis Fire Dept's Special Operations Dive Team.
- The 33rd Annual Fall Foliage Festival will be held downtown on Sunday September 27th from 10am -5pm, applications are available for vendors participation, the deadline is August 27th. You may pick up & drop off forms at the City Clerk's Office.
- The next tourism meeting will be held on September 8th at 7pm here in the council chambers.

G. Oney - IDA - IDA met recently but there are no updates on any major project.

G. Oney - ADA - NONE

J. Rhoades- FEM - NONE**J. Dennison - CDA-**

- The CDA last met on July 22, 2026, in the rec center
- The next meeting will be held on August 26, 2026, at 7 pm in the Rec center.

S. Siegel -HOUSING and VETERANS-

- The Housing Authority last meeting was on August 18th at Hillside Terrace; the next meeting will be on Sept 15th @ 6pm at Hillside Terrace
- The Senior Club meets on the 2nd and 4th Wednesday at 1pm at VFW 161.
- We are still looking for Veterans without homes to be interviewed for Rumshock Veteran village please call 845-248-1622 or 845-248-1743
- Veterans you may now view lab results and manage VA benefit overpayment debts directly in the VA health & benefits app.
- Senior picnic on Sept 16th from 11am-2pm at Shannon Park in Slate Hill
- If you are interested in cameras, editing, social media, photography, writing, interviewing people or helping at events please join us by contacting pjtv23.org
- Congratulations to Paul Hamilton on the 25th anniversary of Orange West Reality.
- Quote of the day "Your work is going to fill a large part of life, and the only way to be truly satisfied... is to do what you believe is great work. And the only way to do great work... is to love what you do." ... Steve Jobs

Hockenberry - DPW

- Garbage and Recycling on the week of August 24th and August 31st will be on its normal schedule. The week of September 7th garbage and recycling will be picked up one day late due to Labor Day.
- 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.
- Bag leaves and brush will be picked up every Monday if they don't finish, we will complete on Tuesday.
- City dump is open 7:30-11:30 every Saturday for residents in Port Jervis only. Dump tickets are available at the city clerk's office.
- In-House blacktop repairs in all wards are ongoing. If you see something that needs repair, please call the DPW office 845-858-4001
- Street sweeping will continue in all wards
- Main line sewer and catch basin maintenance has begun in all wards
- Pike Street underpass maintenance and cleaning is ongoing.
- Next DPW meeting will be Sept 7th at 6pm.
- Motion to approve Resolution 71 of 2026 Authorizing MHE engineering to prepare BID documents for the DPW Fueling Station project. 2nd by J. Dennison
AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve Resolution 72 of 2026 authorizing the continuation of professional engineering services by FARR Engineering and the issuance of a request for proposal for engineering services for the city reservoir No1 Dam, spillway and water transmission infrastructure improvements. 2nd by G. Oney
AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve Resolution 73 of 2026 authorizing the issuance of a request for proposals for professional engineering services in connection with the city reservoir No 1 Dam, spillway, and water transmission infrastructure improvements. 2nd by J. Dennison
AYE: 8 ABSENT: 1 (M. Fuller) NAYS: 0 ABSTAIN: 0 CARRIED

D. Cicalese - Mayor Notes

- I would like to commend our entire business district Summerween was a success and a wonderful event.
- Congratulations to Tom Faggione on his new position with Orange County Parks and good luck.
- The city will have a free electronic recycling event at the Orange County Transfer station on Toad path road on Sept 12 9-3

7:30 pm - Motion to adjourn by M. Hockenberry, second by J. Rhoades – all in favor.

Respectfully,
Stacey Hosking
City Clerk Treasurer

ROLL CALL VOTE

**THE CITY OF PORT JERVIS
COMMON COUNCIL**

The following was presented

By: J. Vicchiariello

Sec'd by: J. Dennison

Date of Adoption: 08/24/2026

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	8			1

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
SETTING A PUBLIC HEARING ON A PROPOSED LOCAL LAW REPEALING
SECTION C4-9 OF THE CITY CHARTER**

WHEREAS, there has been introduced before the Common Council of the City of Port Jervis, a local law entitled "A Local Law Repealing Section C4-9 of The Charter of The City of Port Jervis Entitled "Extraordinary Expenditures"; and

WHEREAS, the Common Council wishes to schedule a public hearing for September 14, 2026 at 6:30 pm to consider the adoption of the foregoing proposed Local Law; and

WHEREAS, said proposed Local Law is listed as a Type II Action under Section 617.5(c)(26) of the State Environmental Quality Review Act (SEQRA) and is not subject to further review under SEQRA

NOW, THEREFORE, IT IS HEREBY

RESOLVED, that a public hearing be held by the Common Council on September 14, 2026 at 6:30 p.m. with respect to the proposed Local Law; and it is further

RESOLVED, that the City Clerk-Treasurer is hereby directed to cause notice of the public hearing to be published in the official newspaper of the City in the manner required by law and to make a copy of the proposed local law available for public inspection.

PASSED AND ADOPTED on this 24th day of August, 2026.



Attest:


Stacey Hosking, Clerk-Treasurer

Resolution No.69_of 2026

ROLL CALL VOTE

**THE CITY OF PORT JERVIS
COMMON COUNCIL**

The following was presented

By: J. Vicchiariello

Sec'd by: J. Rhoades

Date of Adoption: 08/24/2026

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	8			1

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE
BOARD OF EDUCATION OF THE PORT JERVIS CITY SCHOOL DISTRICT AND
THE TOWN OF DEERPARK FOR THE SCHOOL POLICE OFFICER PROGRAM FOR
THE 2026–2027 SCHOOL YEAR, INCLUSIVE OF THE 2026 SUMMER SCHOOL
SESSION**

WHEREAS, the City of Port Jervis (the “City”), the Board of Education of the Port Jervis City School District (the “School Board”), and the Town of Deerpark (the “Town”) have established a School Police Officer Program for the purpose of providing for the safety and well-being of the students, faculty, staff, and visitors of the Port Jervis City School District (the “School District”); and

WHEREAS, through the School Police Officer Program, the City of Port Jervis Police Department and the Town of Deerpark Police Department provide qualified police officers to serve as School Police Officers (“SPOs”) within the School District; and

WHEREAS, the Common Council has determined that the continued provision of SPOs will advance important public-safety objectives, including reducing incidents of school violence, maintaining a safe and secure environment on school grounds, preventing criminal activity, and fostering positive relationships between law enforcement officers and students; and

Resolution No.69_ of 2026

WHEREAS, the City is willing to continue participating in the School Police Officer Program, provided that the assignment of City police officers to the program does not interfere with normal police operations and patrols within the City; and

WHEREAS, the Common Council has determined that entering into an agreement with the School Board and the Town for the continuation of the School Police Officer Program is in the best interests of the City and its residents;

NOW, THEREFORE, BE IT HEREBY

RESOLVED, that the Common Council of the City of Port Jervis hereby authorizes the Mayor, or his designee, to execute and deliver an agreement with the Board of Education of the Port Jervis City School District and the Town of Deerpark for the City's continued participation in the School Police Officer Program for the 2026–2027 school year, inclusive of the 2026 Summer School session, effective July 1, 2026, which agreement shall be subject to the review and approval of the City's Corporation Counsel as to form and content.

PASSED AND ADOPTED on this 24th day of August 2026.



Attest:


Stacey Hosking, Clerk-Treasurer

Resolution No. 70_of 2026

ROLL CALL VOTE

**THE CITY OF PORT JERVIS
COMMON COUNCIL**

The following was presented

By: C. O'Connell

Sec'd by: S. Siegel

Date of Adoption: 08/24/2026

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	8			1

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
AUTHORIZING THE SIGNING AND SUBMISSION OF A FINANCING
COMMITMENT LETTER TO SUBSIDIZE THE COSTS OF THE CHURCH
STREET RENOVATION PROJECT THAT ARE NOT COVERED BY THE
PREVIOUSLY AWARDED CREST GRANT**

WHEREAS, the City of Port Jervis has been approved by the State to receive a Community Resiliency, Economic Sustainability, and Technology Program ("CREST") Grant #30302 to be administered by the Dormitory Authority of the State of New York ("DASNY") for the purpose of undertaking renovations of the Church Street Park, including, but not limited to, the demolition of the existing tennis courts, basketball court and hitting wall area. Two new tennis courts, four new pickle ball courts and two new basketball courts will be constructed (the "Project"); and

WHEREAS, DASNY is requiring the City to provide a commitment letter confirming that the costs to complete the Project in the approximate amount of \$440,000.00 which are not covered by the CREST Grant will be funded by the City; and

WHEREAS, the Common Council intends to issue a bond for multiple ongoing improvements, including those which constitute the Project, and said bond will cover the costs to complete said Project; and

WHEREAS, the Common Council believes that it is appropriate to issue the commitment letter required by DASNY with respect to the Project;

NOW THEREFORE, IT IS HEREBY

RESOLVED, that the Common Council of the City of Port Jervis hereby authorizes the Mayor or his designee to complete, sign, and submit a commitment letter to the Dormitory Authority of the State of New York confirming that the costs to complete the Project in the approximate amount of \$440,000.00 which are not covered by the CREST Grant # 30302 will be funded by the City as part of an upcoming bond package, and it is further

RESOLVED, that the Mayor or his designee is authorized to submit any other necessary documentation to DASNY in connection with the Church Street CREST Grant process.

PASSED AND ADOPTED on this 24th day of August, 2026.



Attest:


Stacey Hosking, Clerk-Treasurer

ROLL CALL VOTE

**THE CITY OF PORT JERVIS
COMMON COUNCIL**

The following was presented

By: M. Hockenberry

Sec'd by: J. Dennison

Date of Adoption: 08/24/2026

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	8			1

**RESOLUTION AUTHORIZING MHE ENGINEERING, D.P.C. TO PREPARE BID DOCUMENTS
FOR THE DPW FUELING STATION PROJECT**

WHEREAS, the City of Port Jervis desires to undertake improvements to its Department of Public Works fueling station, including the relocation of the existing fuel tank and the installation of a new fuel tank, fuel dispenser, associated piping, electrical service and concrete work; and

WHEREAS, the City requires professional engineering services to review the proposed improvements and prepare the plans, specifications and other documents necessary to publicly solicit bids for the project; and

WHEREAS, MHE Engineering, D.P.C. ("MHE") has submitted an agreement to provide such professional engineering and bidding-phase services for a lump-sum fee of \$20,000.00, plus authorized reimbursable expenses; and

WHEREAS, the Common Council finds that retaining MHE to perform these services is in the best interests of the City;

NOW, THEREFORE, IT IS HEREBY

RESOLVED, that the Common Council of the City of Port Jervis hereby authorizes MHE to review the City's concept plans and project scope and to prepare the plans, specifications and public bid documents for the DPW Fueling Station Project, together with the bidding-phase services described in MHE's proposed agreement; and it is further

Resolution No.71_ of 2026

RESOLVED, that the compensation payable to MHE for such services shall not exceed \$20,000.00, plus authorized reimbursable expenses, without further approval of the Common Council; and it is further

RESOLVED, that construction-phase services are not authorized by this Resolution and shall require separate authorization by the Common Council; and it is further

RESOLVED, that the Mayor is hereby authorized to execute an agreement with MHE consistent with this Resolution, in a form acceptable to the Corporation Counsel, and to take all actions reasonably necessary to effectuate the purposes of this Resolution; and it is further

RESOLVED, that this Resolution shall take effect immediately.

PASSED AND ADOPTED on this 24th day of August, 2026.



Attest:


Stacey Hosking, Clerk-Treasurer

ROLL CALL VOTE

**THE CITY OF PORT JERVIS
COMMON COUNCIL**

The following was presented

By: M. Hockenberry

Sec'd by: G. Oney

Date of Adoption: 08/24/2026

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	8			1

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
AUTHORIZING THE CONTINUATION OF PROFESSIONAL ENGINEERING
SERVICES BY FARR ENGINEERING AND THE ISSUANCE OF A REQUEST FOR
PROPOSALS FOR ENGINEERING SERVICES FOR THE CITY OF PORT JERVIS
RESERVOIR NO. 1 DAM, SPILLWAY AND WATER TRANSMISSION
INFRASTRUCTURE IMPROVEMENTS**

WHEREAS, the City of Port Jervis is advancing a project known as the City of Port Jervis Reservoir No. 1 Dam, Spillway and Water Transmission Infrastructure Improvements (the "Project"); and

WHEREAS, the Project has advanced to the next phase of design, and the City must retain qualified engineering services for final design, permitting, and related services; and

WHEREAS, based upon the anticipated scope and cost of those engineering services, the Common Council has determined that it is in the best interests of the City to solicit proposals through a competitive Request for Proposals ("RFP") process consistent with the City's procurement policy and all applicable funding and regulatory requirements; and

WHEREAS, Farr Engineering has previously provided local engineering and planning services for the Project under its existing agreement at the rate of \$110.00 per hour, and the City desires to continue utilizing Farr Engineering for local engineering assistance with the RFP process; and

WHEREAS, it is in the best interests of the City to assign Farr Engineering to assist with the development, issuance, evaluation, and recommendation associated with the RFP process for the Project;

NOW THEREFORE, it is hereby

RESOLVED, that the Common Council of the City of Port Jervis hereby authorizes the Mayor to continue the engagement of Farr Engineering under the City's existing agreement to provide professional services in connection with the engineering RFP process for the Project; and

BE IT FURTHER RESOLVED, that the scope of services shall include, but not be limited to, updating and preparing the engineering RFP, assisting the City with distribution of the RFP to qualified engineering firms, reviewing submitted proposals, assisting with any interviews authorized by the City, and providing a recommendation concerning the selection of an engineering firm; and

BE IT FURTHER RESOLVED, that compensation to Farr Engineering for such services shall be at the rate of \$110.00 per hour pursuant to the existing agreement not to exceed \$20,000.00 , subject to review and approval by the Clerk-Treasurer and available appropriations; and

BE IT FURTHER RESOLVED, that the selection of an engineering firm, the award of any contract arising from the RFP, and the authorization of any related expenditure shall be subject to further approval by the Common Council; and

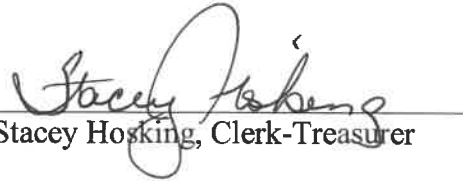
BE IT FURTHER RESOLVED, that all actions taken pursuant to this resolution shall comply with New York State General Municipal Law, the City's procurement policy, applicable New York State Homes and Community Renewal and Department of Environmental Conservation requirements, and any applicable grant or funding conditions; and

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

PASSED AND ADOPTED on this 24th day of August, 2026.



Attest:


Stacey Hosking, Clerk-Treasurer

Resolution No.73 of 2026

ROLL CALL VOTE

**THE CITY OF PORT JERVIS
COMMON COUNCIL**

The following was presented

By: M. Hockenberry

Sec'd by: J. Dennison

Date of Adoption: 08/24/2026

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	8			1

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS
AUTHORIZING THE ISSUANCE OF A REQUEST FOR PROPOSALS FOR PROFESSIONAL
ENGINEERING SERVICES IN CONNECTION WITH THE CITY OF PORT JERVIS
RESERVOIR NO. 1 DAM, SPILLWAY AND WATER TRANSMISSION INFRASTRUCTURE
IMPROVEMENTS**

WHEREAS, the City of Port Jervis has undertaken planning and preliminary design for improvements to the Reservoir No. 1 dam and spillway and the realignment of water transmission infrastructure through technical assistance provided under New York State's Resilient Investments through Support and Capital (RISC) program through the Office of Resilient Homes and Communities and the Housing Trust Fund Corporation (the "Project"); and

WHEREAS, the initial plan will advance the estimated \$18.1 million project to approximately 30% design, and advancement of the project to at least 90% design will better position the City to pursue additional funding for construction; and

WHEREAS, the Project has advanced to the next phase of design, and the City requires qualified professional engineering services for final design, permitting, and related services; and

WHEREAS, due to the nature, scope, and anticipated cost of those professional engineering services, the Common Council has determined that it is in the best interests of the City to solicit proposals from qualified engineering firms through a competitive Request for Proposals ("RFP") process; and

Resolution No.73_ of 2026

WHEREAS, the Common Council desires to authorize the issuance and publication of an RFP for professional engineering services for the Project in accordance with the City's procurement policy and all applicable funding and regulatory requirements;

NOW THEREFORE, it is hereby

RESOLVED, that the Common Council of the City of Port Jervis hereby authorizes the issuance and publication of a Request for Proposals for professional engineering services for the City of Port Jervis Reservoir No. 1 Dam, Spillway and Water Transmission Infrastructure Improvements that will bring the City of Port Jervis Reservoir No. 1 Dam, Spillway and Water Transmission Infrastructure Improvements Project to 90% design; and

BE IT FURTHER RESOLVED, that the professional engineering services to be solicited shall include final design, permitting, and such related services as are more particularly set forth in the RFP; and

BE IT FURTHER RESOLVED, that the RFP is authorized to be issued and published on or about August 25, 2026, with proposals to be received on or about September 22, 2026, subject to such non-material adjustments to the schedule as may be necessary; and

BE IT FURTHER RESOLVED, that the Mayor, Clerk-Treasurer, and such other City officials as may be necessary are authorized to finalize and distribute the RFP, receive the proposals, and take all other administrative actions necessary to carry out the intent of this resolution; and

BE IT FURTHER RESOLVED, that the selection of an engineering firm, the award of any contract arising from the RFP, and the authorization of any related expenditure shall be subject to further approval by the Common Council; and

BE IT FURTHER RESOLVED, that all actions taken pursuant to this resolution shall comply with New York State General Municipal Law, the City's procurement policy, applicable New York State Homes and Community Renewal and Department of Environmental Conservation requirements, and any applicable grant or funding conditions; and

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

PASSED AND ADOPTED on this 24th day of August, 2026.

Attest:


Stacey Hosking, Clerk-Treasurer

