

**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 Tuesday October 11, 2022, 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	Absent
Timothy Simmons	4th Ward	Present
Melissa Newhauser	4th Ward	Present
Stanley Siegel	Councilman-At-Large	Present
Mayor Decker	Mayor	Present

Also present :

City Clerk-Treasurer Laura Quick, Deputy Clerk Bobbie Jo Muller and Corporation Counsel Will Frank.  
Meeting opened at 6:30 pm by Mayor Kelly Decker.

**Pledge of Allegiance-**

Mayor Decker led all present in the Pledge of Allegiance to the Flag.

**Public Hearing-**

**Tax Lien Sale objections:** Mr. Hani Shihada discussed 75 Ball Street. Mr. Frank requested that his lawyer contact him.

6:40 pm – A motion was made by R. Foster to close the Public Hearing Second by T. Simmons  
AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED

**Local Law 9 of 2022: 2023 Cap Override -**

6:42 pm – A motion was made by S. Siegel open the Public Hearing Second by D. Livingston  
AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED

6:43 pm – A motion was made by T. Simmons to close the Public Hearing Second by S. Siegel  
AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED

**Public Comment-** None

**Executive Session- 6:44 pm**

A motion was made by T. Simmons second by D. Livingston to enter into executive session based on Public Officers Law Article 7 105.1f – Building Personnel (x4) invite Police Chief and Building Official 105.1h – Contractual (x1) Legal Counsel

The Council will also seek advice from legal counsel on issues regarding any other attorney client privileged matters as necessary.

AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED

7:46 pm A motion was made by T. Simmons to return from executive session second by M. Newhauser

AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED

**Executive Session Material-**

- Motion to approve retaining Thomas, Drohan, Waxman, Petigrow & Maule LLP as Labor Counsel for 2023 at an increase of \$5.00 per hour. Motion by R. Foster second E. Miller  
AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve retaining Blustein, Shapiro, Frank & Barone, LLP as Corporation council at 2022 rates . Motion by S. Siegel second T. Simmons  
AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED

**Approval of Minutes-**

- September 26, 2022, Motion by R. Foster seconded by D. Livingston  
AYE: 7 ABSENT: 1 NAYS: 0 ABSTAIN: 1 (Fuller) CARRIED
- September 27, 2022, Motion by E. Miller seconded by R. Foster  
AYE: 6 ABSENT: 1 NAYS: 0 ABSTAIN: 2 (Livingston, Fuller) CARRIED

**Regular Business-****R. Foster - ADA**

- Motion to approve the October 6, 2022, ADA committee meeting minutes. Seconded by S. Siegel  
AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED

The next ADA committee meeting February 6, 2022, at 5:30 pm

**R. Foster - Police -**

- Motion to appoint Jean Holland - Part time school crossing guard. Appointment effective October 12, 2022 as conditional pending successful completion of all background checks and training requirements. Second by D. Livingston  
AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to appoint Alexander Crus- part time police officer - School policing unit - Conditional appointment pending successful completion of a fingerprint criminal history check, psychological exam, medical exam, certification verification and required training. Second by E. Miller  
AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED

The next Police Committee meeting is October 13, 2022.

**E. Miller - Finance**

- Motion to approve the October 11 Bills second by M. Fuller  
AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve RESO 2022-1011-051 Watershed Property Taxation exemptions second by R. Foster  
AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED

The next Finance Committee meeting is on October 19, 2022, which will be a Budget Workshop starting at 5:30 pm

**M. Fuller - FEM -**

- Motion to approve Anthony J. Zaffino, Jr Probationary Driver for Tri State Hose Co #6 by T. Simmons  
AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to approve Christmas Fund Raiser in November and December 22 Delaware Engine 2 second by T. Simmons  
AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED

- Motion to approve Shane A. Fuller Probationary Driver for Excelsior Engine #5 Second by T. Simmons  
AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED

#### M. Mann - Tourism-

Tourism has not met since their last meeting.

Christkindlmarkt will be held downtown on Sunday November 27<sup>th</sup> from 10to 6pm applications are available on the cities website @ [www.portjervisny.gov](http://www.portjervisny.gov) the city clerk's office or email tourism chair Laura Meyer at [tourism@portjervisny.gov](mailto:tourism@portjervisny.gov).

The Halloween lighting contest applications are also available and are being accepted until October 19<sup>th</sup>.

Judging will be on October 20<sup>th</sup> in two categories scary and traditional. Prizes will also be awarded.

The next tourism meeting will be held on Wednesday October 12<sup>th</sup> at 7:00 pm here in the council chambers.

#### M. Mann - IDA-

Due to a lack of agenda items the IDA has not met.

#### M. Decker -Planning -

The Planning Board has not met since its last meeting. At this time there is no new business.

The next meeting is October 18, 2022, at 7pm

#### M. Decker -Zoning -

The Zoning Board did meet this month and the Public Hearing was closed and the variance for 36 Buckley Street above ground pool was approved.

Next meeting is November 1, 2022, at 7pm

#### D. Livingston - DPW-

- Garbage and recycling will be pushed back one day for the week of October 10<sup>th</sup> due to the Holiday. on its normal schedule. The weeks of October 10<sup>th</sup> and October 17<sup>th</sup> paper pickup will be on its normal schedule.
- The 2022 Garbage schedule is available on the city website at [www.portjervisny.gov](http://www.portjervisny.gov) or by emailing the DPW office at [dpwclerk@portjervisny.gov](mailto:dpwclerk@portjervisny.gov) .
- Every Monday Leaf pickup will resume until completed
- Sidewalks on Pike St. started any question Please call 858 4000
- Sewer Relining in the fourth ward is ongoing
- A discussion was had in reference to the fence on the east side of the bridge
- Motion to approve Pike Street change order second E. Miller  
AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED

Next meeting October 6, 2022, at 6pm

#### D. Livingston - CDA

The next CDA meeting will be October 26, 2022, at 7pm

#### T. Simmons - Code-

- Motion to set public hearing for Local Law 10 of 2022 for October 24, 2022, at 6:31pm second S. Siegel  
AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED
- Motion to set public hearing for Local Law 11 of 2022 for October 24,2022 at 6:32pm second D. Livingston  
AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED

The next Code meeting will be November 2, 2022, at 6:30pm

**M. Newhauser - Recreation-**

- **74<sup>th</sup> Halloween Parade** - The 74<sup>th</sup> Annual Halloween Parade is scheduled for Saturday, October 29<sup>th</sup>. Line-up will be at City Hall at 3:00pm and the parade will kick off will be at 3:30pm. Once again, the Elks will be cohosting this event and will be awarding prizes for costumes and handing out candy to the participants. Refreshments will be offered at the conclusion of the parade. The parade starts on Hammond St., in front of City Hall and ends at Farnum Park.
- **Little Chefs at PJ REC** - The Recreation Department will once again be sponsoring a Little Chefs at PJ Rec cooking class this Fall. Classes start on Saturday, October 1<sup>st</sup> and will be held at the Youth Center on Saturday mornings. Class time is 10:00 am- 12:00 pm. This is a 5-week class for students ages 10-12 and will end on November 5<sup>th</sup>. Cost for this class is \$40.
- **Fall Clean-up** - This year's fall clean-up is scheduled for Saturday November 5, 2022, at 10:00 am. All volunteers are being asked to report to Veterans Park at Orange Square by 10 am. If we have a large turnout, we will send small groups to Farnum Park and possibly Church St. Park. If you would like to volunteer or know anyone that might be interested, please notify the Recreation office.
- **Youth Center** - The Youth/Community Center Recreation Room is now open under its Fall hours. The Rec Room is open 3:00pm-6:00pm. Teen Night made a comeback on October 7, after a two break. We plan to hold Teen Night every other Friday night. Teen Night will be held between 6-9 pm for Middle School students.
- The next Recreation Commission meeting is scheduled for Tuesday October 25, at 6:30 pm at the Youth Center.

**S. Siegel - Housing/Veterans**

- Seniors will meet on 10/12, and 10/26/2022 in the Fellowship Hall in West End
- The next Housing meeting will be on October 25, 2022, at 7pm Hillside Terrace
- Flu shots are available for veterans at the clinic

**Public Comment - None**

**Mayor Decker**

- Consideration of event: Ric Drew 50<sup>th</sup> Holiday Parade on December 3, 2022, Motion D. Livingston second E. Miller  
AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED
- The first 2023 Budget workshop will be held on October 19<sup>th</sup> at 5:30 pm.
- The Budget Public Hearing is set for November 14<sup>th</sup> at 6:31 pm. Motion D. Livingston second E. Miller  
AYE: 8 ABSENT: 1 NAYS: 0 ABSTAIN: 0 CARRIED
- The 2023 Budget was presented to the Common council for consideration

Motion to adjourn at 8:38 pm. Motion T. Simmons Second S. Siegel  
AYE: 8 ABSENT: 1 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

Tuesday, October 11, 2022 - 6:30 pm Regular Session:

Public Hearing:

Tax Lien Grievance  
LL 9 of 2022 Tax Cap Override

Public Comment:

5-minute limit per person

BASED ON PUBLIC OFFICERS LAW ARTICLE 7

Executive Session:

105.1f - Personnel (x4) invite Police Chief and Building Official  
105.1f - Legal Counsel

Approval of Minutes:

September 26, 2022 - Common Council Meeting Minutes  
September 27, 2022 - Special Common Council Meeting Minutes

Address Executive Session Material:

Business:

Foster: (POLICE/ADA) -

Police/ADA Update  
Consideration: Appt Jean Holland PT Sch Cross Gd Motion: Foster; 2<sup>nd</sup>  
Consideration: Appt Alex Cruz PT Pol Off School Pol U Motion: Foster; 2<sup>nd</sup>

Miller: (FINANCE) -

Bills to be Paid: Motion: Miller; 2<sup>nd</sup>  
Finance Update:  
Resolution Tax Exempt City Prop from Orange County Motion: Miller; 2<sup>nd</sup>

Fuller: (FEM) -

FEM Update:

Mann: (TOURISM/IDA)

Tourism / IDA Update:

M. Decker: (PLANNING/ZONING) -

Planning / Zoning Update:

Livingston: (DPW/CDA) -

Public Works Update:  
Consideration: Change Order Pike St Sidewalks Motion: Livingston; 2<sup>nd</sup>

Simmons: (CODE) -

Code Update:  
Set Public Hearing: LL 10 of 2022 MV Station Reg wNYS Motion: Simmons; 2<sup>nd</sup>  
Set Public Hearing: LL 11 of 2022 Cannabis Disp Amend Motion: Simmons; 2<sup>nd</sup>

Newhauser: (RECREATION)

Recreation Update:

Siegel: (HOUSING/VETERANS) -

Housing/Veterans Update:

Public Comment:

5-minute limit per person

Mayor Decker -

Present to Council 2023 Budget  
Set Workshop for Oct 19<sup>th</sup> and Budget Hearing Nov 14<sup>th</sup> Motion: ; 2<sup>nd</sup>  
Motion: ; 2<sup>nd</sup>

Adjournment:



**CITY OF PORT JERVIS**

Accounts Payable

10/11/2022

<b>1 General Fund</b>		\$121,149.99
<b>2 Water Fund</b>		\$16,066.57
<b>3 Sewer Fund</b>		\$2,154.76
<b>4 Capital Fund</b>		\$128,075.08
<b>5 Trust and Agency</b>		\$277,760.34
	<b>Total</b>	<u>\$545,206.74</u>

**GENERAL, WATER & SEWER FUNDS**

Global Montello Group Co	\$40,528.47
Magna5 MS	\$9,664.00
NYSIF Workers Compensation	\$23,995.64
10-75 Emergency Vehicles	\$7,156.67

**CAPITAL FUND**

Hufcut Concrete	\$108,180.00
Kandel Bros Inc.	\$13,074.23
Manufactured Technologies	\$4,219.92

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT JERVIS  
AUTHORIZING AN AGREEMENT WITH THE COUNTY OF ORANGE TO PROVIDE EXEMPTIONS  
FROM COUNTY TAXATION ON WATERSHED PROPERTY**

Whereas, the City of Port Jervis is presently exempt from County taxes on its watershed property located in the Town of Deerpark, and

Whereas, these lands are devoted solely to the public use as part of said City of Port Jervis water supply system, and

Whereas, under Section 406-3 of the Real Property Law, the City of Port Jervis can request that the real property listed on Schedule "A" and located in the Town of Deerpark be exempt from these taxes.

Now therefore be it resolved, that the Common Council of the City of Port Jervis requests the County Executive of Orange County enter into an agreement with said City of Port Jervis to exempt this real property located in the Town of Deerpark from County taxes for the year 2024.

Motion : E. Miller

Second by: R. Foster

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	ABSENT
Timothy Simmons	4th Ward	AYE
Melissa Newhauser	4th Ward	AYE
Stanley B. Siegel	Councilman-At-Large	AYE

DATED: October 11, 2022

  
City Clerk Treasurer



# 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  
**Rev. Matthew C. Newcomb**

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 October 2022

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: Appointment of Probationary Driver  
**Anthony J. Ziffino, Jr.**

Dear Mayor Decker and Members of the City Council,

It is hereby requested that the below named firefighter be approved as a Probationary Driver for the Company stated:

Anthony J. Ziffino, Jr. - Tri State Hose Company No. 6

Attached is a copy of the firefighter's Driver License duly issued by the New York State. This information was previously entered into the New York State, Department of Motor Vehicles, License Event Notification Service (LENS). This service will notify the Department upon the expiration and renewal of a driver license; the suspension, revocation and restoration of a driver license; changes to a driver license class and privilege; traffic convictions, reportable accidents; driver license suspension or revocation orders, completion of a training course to reduce insurance premiums; changes to Haz-Mat license endorsements; and changes to MedCert status.

This request was approved by the Board of Officers on 10/03/2022.

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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Deputy Chief  
**Jeffrey S. Rhoades**

Deputy Chief  
**Dominic M. Cicalese**

3 October 2022

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  
**Delaware Engine Company No. 2**

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:

**Delaware Engine Company No. 2 request to hold a Christmas raffle fundraiser during the months of November and December.**

Respectfully submitted,

William R. Werner  
Department Secretary

Approved:  Disapproved:  Date: \_\_\_\_\_ Initials: \_\_\_\_\_



<https://portjervisfire.org>  
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3 October 2022

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: Appointment of Driver  
**Shane A. Fuller**

Dear Mayor Decker and Members of the City Council,

It is requested that Firefighter Shane A. Fuller be approved as a Driver for Excelsior Engine Company No. 5. This firefighter was tested in accordance with the proper requirements such as EVOC, Pump Operator, Ladder Operations, etcetera, as appropriate to the respective vehicle by Deputy Chief Dominic M. Cicalese and was approved by the Fire Chief to operate this fire apparatus.

A copy of the member's driver license was provided on an earlier date. The firefighter's driver license information was previously entered into the New York State, Department of Motor Vehicles, License Event Notification Service (LENS). This service notifies the Department upon the expiration and renewal of a driver license; the suspension, revocation and restoration of a driver license; changes to a driver license class and privilege; traffic convictions, reportable accidents; driver license suspension or revocation orders, completion of a training course to reduce insurance premiums; changes to Haz-Mat license endorsements; and changes to MedCert status.

Respectfully submitted,

William R. Werner  
Department Secretary

Approved:  Disapproved:  Date: \_\_\_\_\_ Initials: \_\_\_\_\_



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





# CITY OF PORT JERVIS, NY

**Department of Public Works**  
1 Franklin Street, Port Jervis, NY 12771

**Steven R. Duryea**  
*Director*

**(845) 858-4006**  
Facsimile

**(845) 858-4000**  
Telephone

## **Common Council Update**

October 11<sup>th</sup> 2022

- 1. Garbage and recycling on the week of October 10<sup>th</sup> will be pushed back one day because of Holiday. The week of October 17<sup>th</sup> all garbage and recycling will be on its normal schedule. The weeks of October 10<sup>th</sup> and October 17<sup>th</sup> paper pickup will be on its normal schedule.**
2. The 2022 Garbage schedule is available on the city website at [www.portjervisny.gov](http://www.portjervisny.gov) or by emailing the DPW office at [dpwclerk@portjervisny.gov](mailto:dpwclerk@portjervisny.gov) .
3. Every Monday Leaf pickup will resume until completed
4. Sewer relining will continue in the 4<sup>th</sup> ward. Updates for lining schedule will be on Nixle
5. Pike St. sidewalk are ongoing any questions feel free to call 858 4001



4 October 2012

Mayor Kelly Decker and Common Council  
Port Jervis City Hall  
20 Hammond St.  
Port Jervis, NY 12771

Re: Pike St. Sidewalk Project Phase 1 and 2 Change Order to Include Phases 3 and 4  
(Change Order Extends the Sidewalk Project from Port Jervis Library through Banach Circle)

Dear Mayor Decker and Common Council,

DPW Director Steve Duryea has asked me to issue a change order to the Common Council for consideration for the continuation of the Pike St. Sidewalk Project. Phase 1 and 2 of the project is under construction and includes the construction of sidewalks along the west side of Pike St. from approximately the West Main St. intersection to the Port Jervis Library. The change order would authorize the contractor, Hufcut Concrete Corp., to continue the sidewalk replacement project from the Port Jervis Library to the intersection of Pike St and Hammond Street with stamped concrete (Phase 3) and around Banach Circle with broom finished concrete (Phase 4). The scope of work would be the same with the DPW doing the removal and disposal of the existing sidewalks and Hufcut Concrete Corp. installing the sidewalks.

The stamped concrete would be at the same per square foot price as Phases 1 and 2. The broomed finished concrete around Banach Circle would be at a reduced price per square foot since there is less labor and material costs associated with the work. The change orders are in the following amounts:

1. Pike St.- Phase 3 Sidewalks ( Port Jervis Library to Hammond St.) Stamped Concrete	\$102,000.00
2. Banach Circle – Broomed Finished Concrete	\$ 36,000.00
	<hr/>
TOTAL	\$138,000.00

The same conditions of the original contract would apply for the change order work.

The change order would increase the project contract price from \$203,400 (Phases 1 and 2) to \$341,400 (To include Phases 3 and 4).

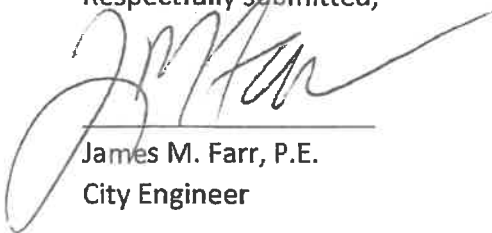
DPW Director Steve Duryea advised me that the same NYS CHIPS funding would be used for Phases 3 and 4 that are being used for Phases 1 and 2 and that there are sufficient funds available to complete Phases 3 and 4.

I have attached the change order costs from Hufcut Concrete Corp.

I recommend that the Council vote on the change order at your next meeting.

Should you have any questions, please contact me at (914) 474-1980 or [JFarr@Farr-Engineering.com](mailto:JFarr@Farr-Engineering.com).

Respectfully submitted,



James M. Farr, P.E.  
City Engineer

Cc: Mr. Steve Duryea, DPW Director ([DPWDirector@portjervisny.gov](mailto:DPWDirector@portjervisny.gov))  
Ms. Laura Quick, Clerk Treasurer ([ClerkTreasurer@portjervisny.gov](mailto:ClerkTreasurer@portjervisny.gov))

# HUF CUT CONCRETE CORP

**337 Seaman Rd • Circleville, NY 10919  
(845) 361-4278 • Cell (845) 234-3454**

## PROPOSAL AND ACCEPTANCE

PROPOSAL SUBMITTED TO: <b>Port Jervis Dept. of Public Works</b>		PHONE # <b>845-858-4001</b>	DATE <b>4-Oct-22</b>
ADDRESS: <b>1 Franklin Street</b>		MAIL: <b>dowdirector@portjervisny.gov</b>	
<b>Port Jervis, NY 12771</b>		JOB TYPE: <b>Pike Street Phase 3</b>	
ON SITE CONTACT:	ON SITE CONTACT PHONE: <b>845-858-4001</b>	Proposal ID: PJ100422B	

WE HEREBY SUBMIT SPECIFICATION AND ESTIMATES FOR:

Concrete, labor, and material for:

Description	Amount
<b>Pike Street (Phase 3)</b>	
400 feet of stamped sidewalk installed	\$ 102,000
<b>Total</b>	<b>\$ 102,000</b>

\*Price includes all concrete, labor, and material.

<p>ALL WORK TO BE COMPLETED IN A WORKMANLIKE MANNER ACCORDING TO STANDARD PRACTICES. ANY ALTERATION OR DEVIATION FROM THE ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS WILL BE DONE ONLY UPON A WRITTEN CHANGE ORDER. THE COSTS WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THIS ESTIMATE.</p> <p>THE ESTIMATE DOES NOT INCLUDE MATERIAL PRICE INCREASES OR ADDITIONAL LABOR AND MATERIALS WHICH MAY BE REQUIRED SHOULD UNFORSEEN PROBLEMS ARISE AFTER THE WORK HAS STARTED.</p> <p><small>Upon having concrete delivered to job site, because cement trucks are heavy it is possible that driving over blacktop, concrete &amp; lawns will cause damage to such surfaces. Huffcut Concrete Corp. will not assume the risk of any damage caused by cement trucks. No guarantee against concrete cracking. No guarantee against concrete color variations.</small></p>	<p><b>WE PROPOSE</b> hereby to furnish material and labor - complete in accordance with above specifications for the sum of:</p> <p style="text-align: center;">one hundred two thousand (\$102,000) dollars</p> <hr/> <p>Authorized Signature: _____</p> <p><b>PAYMENT IS TO BE MADE AS FOLLOWS:</b>            30% deposit            20% upon 50% completion            50% upon completion</p> <p><small>Note: This proposal may be withdrawn if not accepted within 30 days.</small></p>
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**ACCEPTANCE OF PROPOSAL:** The above prices, specifications and conditions are satisfactory and are hereby accepted. Payment will be made as outlined above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# HUF CUT CONCRETE CORP

337 Seaman Rd • Circleville, NY 10919  
(845) 361-4278 • Cell (845) 234-3454

## PROPOSAL AND ACCEPTANCE

PROPOSAL SUBMITTED TO: Port Jervis Dept. of Public Works		PHONE # 845-858-4001	DATE 4-Oct-22
ADDRESS: 1 Franklin Street		MAIL: dpwdirector@portjervisny.gov	
Port Jervis, NY 12771		JOB TYPE: Pike Street Phase 4	
ON SITE CONTACT:	CN SITE CONTACT PHONE: 845-858-4001	Proposal ID: PJ100422C	

WE HEREBY SUBMIT SPECIFICATION AND ESTIMATES FOR:

Concrete, labor, and material for:

Description	Amount
<b>Pike Street (Phase 4)</b>	
300 feet of broom finish sidewalks installed	\$ 36,000
<b>Total</b>	\$ 36,000

\*Price includes all concrete, labor, and material.

<p>ALL WORK TO BE COMPLETED IN A WORKMANLIKE MANNER ACCORDING TO STANDARD PRACTICES. ANY ALTERATION OR DEVIATION FROM THE ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS WILL BE DONE ONLY UPON A WRITTEN CHANGE ORDER. THE COSTS WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THIS ESTIMATE.</p> <p>THE ESTIMATE DOES NOT INCLUDE MATERIAL PRICE INCREASES OR ADDITIONAL LABOR AND MATERIALS WHICH MAY BE REQUIRED SHOULD UNFORSEEN PROBLEMS ARISE AFTER THE WORK HAS STARTED.</p> <p><small>Upon having concrete delivered to job site, because cement trucks are heavy it is possible that driving over blacktop, concrete &amp; lawns will cause damage to such surfaces. Hufcut Concrete Corp. will not assume the risk of any damage caused by cement trucks. No guarantee against concrete cracking. No guarantee against concrete color variations.</small></p>	<p><b>WE PROPOSE</b> hereby to furnish material and labor - complete in accordance with above specifications for the sum of:</p> <p style="text-align: center;">thirty six thousand (\$36,000)                      dollars</p> <p>Authorized Signature: _____</p> <p><b>PAYMENT IS TO BE MADE AS FOLLOWS:</b> 30% deposit 20% upon 50% completion 50% upon completion</p> <p>Note: This proposal may be withdrawn if not accepted within 30 days.</p>
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ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. Payment will be made as outlined above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



CITY OF PORT JERVIS

P.O. BOX 1002  
20 HAMMOND STREET  
PORT JERVIS, NEW YORK 12771  
(845) 858-4000

### 2022 APPLICATION FOR PUBLIC ASSEMBLY PERMIT

Pursuant to provisions of Chapter — "Public Assembly" of the City of Port Jervis City Code, the following application is made. Completed application shall be submitted to the City Council, City of Port Jervis, at least thirty (30) days for 1-49 persons, sixty (60) days for 50-100 persons, ninety (90) days for 100-250 person, or one hundred twenty (120) days for over 250 persons prior to the date of the gathering. There is **NO** fee for this permit.

**Please note:** Certificate of Insurance and supplemental information are required. See page 3 for Insurance Information.

#### SECTION 1. APPLICATION INFORMATION

Name of Applicant: Tri State Chamber of Commerce

Address: \_\_\_\_\_

City: Port Jervis State: NY Zip Code: 12771

Phone: Home: 845-856-11294 Business: \_\_\_\_\_ Cell: 914-443-2684

Email: info@tristatechamber.org

Sponsoring Organization (if Any): \_\_\_\_\_

Address of Sponsoring Organization: PO Box 121 Port Jervis NY 12771

City of Sponsoring Organization: Port Jervis

What is Applicant's relationship to sponsoring organization? Community Liaison

Is the applicant a professional fund raiser? (As defined in Section 171-a of the New York Executive Law):  Yes  No

#### SECTION 2. NATURE OF EVENT

What is the Nature or Purpose of this Assembly, Gathering, or Event? 50<sup>th</sup> Holiday Parade

Location of this Assembly, Gathering, or Event? Matamoras - Pike / E. Main / Douglas to Kroyer Ave

Map Number of Premises for this Assembly, Gathering, or Event? (obtainable through the Port Jervis Assessor's Office): \_\_\_\_\_



Description of Premises (include whether it is commercial, residential, or city property and approximate size of parcel to be used): City Roads

Ownership of premises: Who owns the premises Assembly, Gathering, or Event will take place?  Applicant  Other

IF APPLICANT DOES NOT OWN PREMISES, DOES APPLICANT HAVE CONSENT OF OWNER TO HOLD GATHERING?  Yes  No

(Attach written consent of owner or copy of lease agreement)

**SECTION 3. PERTINENT INFORMATION**

Date(s) of gathering: Dec 3rd 2022 Number of Persons Expected: 300

Will there be a rain date?  Yes  No If you answered Yes, what date would you like your rain date? Dec 2022

Time of Gathering: 4pm Expected Duration: 2 hours

Will you need a street or streets to be closed?  Yes  No. If you answered Yes, what streets will you need closed?

police & barracks

What time will the streets need to be closed? 4pm What time can the streets be reopened? 6pm

Do you need temporary cardboard "No Parking" signs posted?  Yes  No

If yes will you be providing the signs?  Yes  No Will you put up the temporary "No Parking" signs?  Yes  No

Do you need barricades?  Yes  No. If you answered Yes, where do you need the barricades?

Do you need a PA System?  Yes  No. If you answered Yes, where do you need the PA System?

Music:  Yes  No If Yes, please state the source that is to be provided: (e.g. live band, DJ, Pre-Recorded Source) - All Music Must End at 11:00pm. Marching Band

Do you need a Podium?  Yes  No. If you answered Yes, where do you need the Podium?

Do you need the city portable stage?  Yes  No. If you answered Yes, where do you need the stage?

Do you need folding chairs?  Yes  No. If you answered Yes, how many folding chairs do you need?

Where do you need the folding chairs?

Do you need additional garbage cans placed out?  Yes  No. If you answered Yes, how many additional garbage cans do you

Where would you like the additional garbage cans?

Details for refuse removal and provisions for sanitation facilities:

Electric: Will you need electric service? \_\_\_ Yes  No. If you answered Yes we will need a map of locations and needs. Also be advised that a city electrician must be on hand during the entire time this electric service will be needed.

Lighting: Indicate all lighting other than house or street lights used as well measures to be taken to prevent any source of exterior lighting from becoming visible across property lines.

Will you need the City Tent (20'x40')? \_\_\_ Yes  No (Please Note there is an additional charge for setup, take down, as well as use of this tent at \$500.00)

Will a tent (or tents) be provided in connection with the proposed Assembly, Gathering, or Event?  Yes  No If yes, please have the attached Tent Permit application completed and approved by the Fire Inspector.

Will there be an Admission Charge for the event? \_\_\_ Yes  No Will the Event Include Sales of any kind? \_\_\_ Yes  No

Parking: Attendant? \_\_\_ Yes  No Number of cars expected? 50 Location to park vehicles for the event? \_\_\_

Will there vendors? \_\_\_ Yes  No How much is each vendor being charged? \$ \_\_\_\_\_

Will your event need a Street Sweeper to clear the road before the event? \_\_\_ Yes  No. After the event? \_\_\_ Yes \_\_\_ No

NOTE: Police Officers are available on an overtime wage to direct traffic and staff intersections as well as for security within the event. Will your event need police officers? \_\_\_ Yes \_\_\_ No. How many police officers? \_\_\_\_\_

Is there an admission charge to this Assembly, Gathering, or Event? \_\_\_ Yes  No If so, how much \$ \_\_\_\_\_

Will your Assembly, Gathering, or Event require City of Port Jervis employees?

	How Many	Hours
Police	_____	_____
DPW	_____	_____
Electrician	_____	_____
Fire	_____	_____

Note: Cost for police is (contact city clerk office) per hour per officer, DPW (contact city clerk office) per hour per employee, Electrician (contact city clerk office) per hour per employee, and there is no per hour fee for Fire or Fire Police but can only be used on an as available status as they are volunteer. (These rates are good until the end of this calendar year)

Banners placed in locations permitted by the city? \_\_\_ Yes  No. If so, it can only be displayed 20 days prior to the event and must be removed directly following the event. How many banners do you have? \_\_\_ There are a maximum of 5 banners throughout the city allowed for events and banners and all must conform to the following dimensions 30" wide and include corner eyehooks. Will you place and remove these banners? \_\_\_ Yes \_\_\_ No. If you answered Yes and then you will be advised when and where to place your banners by the Director of DPW. You must also remove banners given by the DPW Director. There will be an additional charge to have the city put up and take down the banners. There will be a charge should banners not be taken down on specified date. (NOTE: The City may temporarily remove your banners from the locations for any one day city events to promote their event)

Will you have any off premise signs (besides banners on city poles)? \_\_\_ Yes  No. If so, it can only be displayed 10 days prior to the event and signs must conform to the City of Port Jervis Local Law on signage.



**Insurance:**

Do you, your organization, or 3<sup>rd</sup> party have your own insurance policy to cover this event?  Yes  No - The City of Port Jervis needs to be named as a covered party under any policy for an event that occurs within the city and must have a minimum level of coverage of \$1,000,000 per occurrence / \$5,000,000 aggregate for liability. Additionally the policy must be from a licensed New York State insurer, contain a 30 day notice of cancellation, and agree to indemnify the municipality for any applicable deductibles.

The additional questions below as well as those above MUST be answered for review by the city's insurance company before your event is approved. Any questions left blank will result in a denial of this requested Assembly, Gathering, or Event.

1. Estimated Maximum Attendance at Any One Time? 300
2. Are any bleachers being used?  Yes  No
3. Capacity of bleachers if being used: \_\_\_\_\_
4. List Sponsors and Co-Sponsors of this Assembly, Gathering, or Event Tre State Chambers
5. Are independent contractors being used to provide any service?  Yes  No
  - a. If so, what services? \_\_\_\_\_
6. How is security being provided for this event? No Security

Be sure to attach your insurance policy for this Assembly, Gathering, or Event to this packet for approval.

**Fee Schedule:**

Please initial this fee schedule so that you are aware of the potential costs of what you are requesting.

Police Officer per hour (contact city clerk office) per officer \_\_\_\_\_ (Initial)

DPW Employee per hour (contact city clerk office) per employee \_\_\_\_\_ (Initial)

City Electrician per hour (contact city clerk office) per employee \_\_\_\_\_ (Initial)

Fire Department / Fire Police per hour free as available per volunteer \_\_\_\_\_ (Initial)

**CITY FACILITIES USE REGULATION**

The undersigned is over 21 years of age, has read this form, and attached regulations and agrees to comply with same. He/She agrees to be responsible to the municipality for the use and care of any public facilities that might be used. He/she, on behalf of \_\_\_\_\_ or their organization, does hereby covenant and agree to defend, indemnify, and hold harmless the municipality from \_\_\_\_\_ any and all liability, loss, damage, claims, or actions (including cost and attorney fees) for bodily injury and/or \_\_\_\_\_ damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of the \_\_\_\_\_ property, facilities, and/or services by this person or organization. \_\_\_\_\_ consent further consents and agrees to abide by any and all ordinances of the City of Port Jervis, including, but not limited to \_\_\_\_\_ 389 "Parks and Recreation", Chapter 381 "Noise", and Chapter 505 "Vehicle and Traffic" of the City of Port Jervis City \_\_\_\_\_ of the above mentioned ordinances are available upon request.

*Virginia Schortis*  
Signature of Applicant

10/6/22  
Date

Date Application Received by City Clerk Office: \_\_\_\_\_

**Department Review / Approval**

PERMIT #: \_\_\_\_\_

**POLICE:** DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_

DISAPPROVED: \_\_\_\_\_

REASON(S) DENIED: \_\_\_\_\_

**DPW:** DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_

DISAPPROVED: \_\_\_\_\_

REASON(S) DENIED: \_\_\_\_\_

**RECREATION:** DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_

DISAPPROVED: \_\_\_\_\_

REASON(S) DENIED: \_\_\_\_\_

**BUILDING DEPARTMENT:** DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_

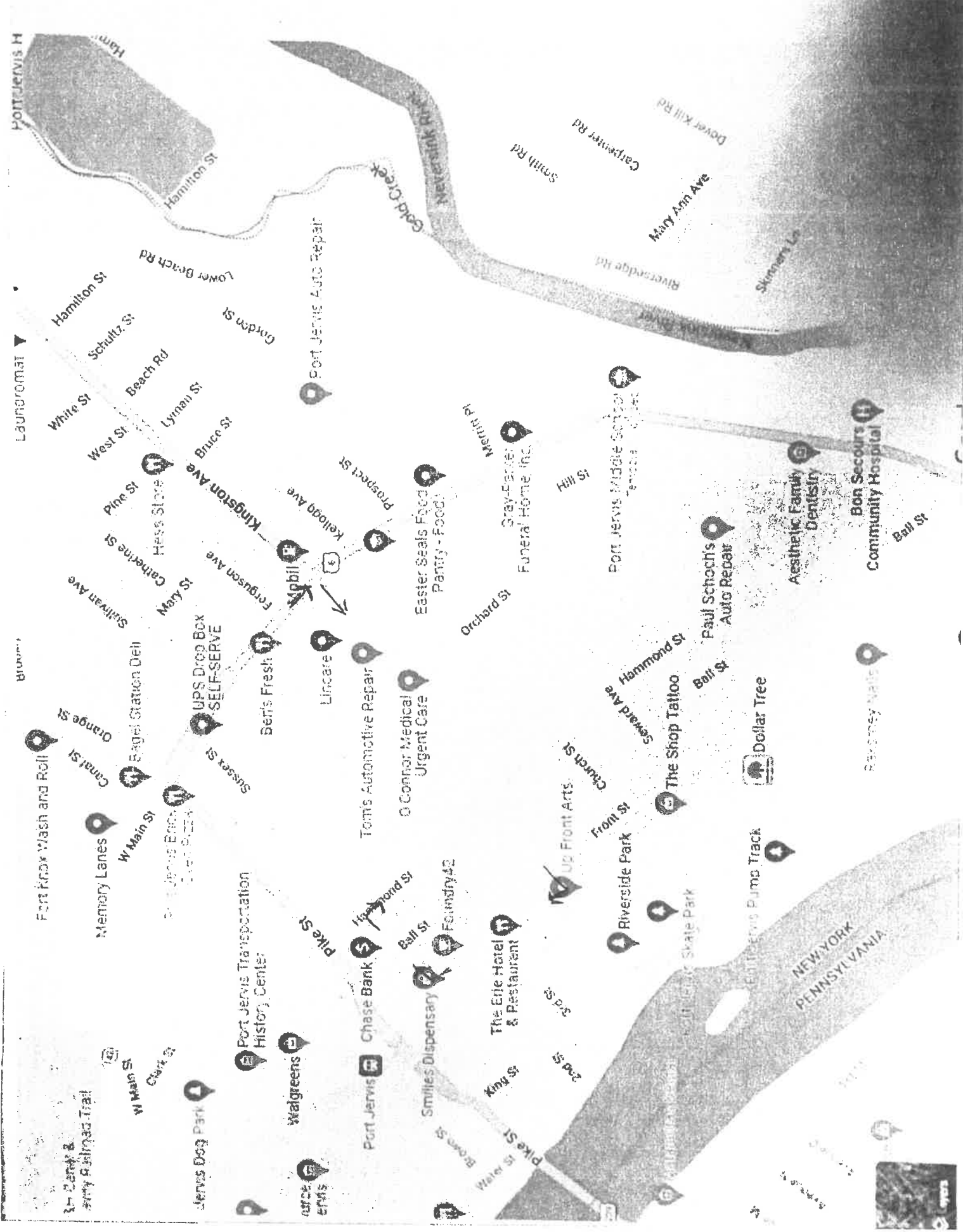
DISAPPROVED: \_\_\_\_\_

REASON(S) DENIED: \_\_\_\_\_

**COUNCIL:** DATE: \_\_\_\_\_

\_\_\_\_\_  
Signature  
City Clerk

\_\_\_\_\_  
Signature  
Mayor



PORT JERVIS NY

LAUGROMAT

BROADWAY

WATER ST

Streets shown include: Hamilton St, Lower Beach Rd, Gordon St, White St, Schantz St, West St, Beach Rd, Lyman St, Bruce St, Prospect St, Kellough Ave, Kington Ave, Catherine St, Hays Store, Pine St, Mary St, Ferguson Ave, Sullivan Ave, Orange St, Canal St, W Main St, Susex St, Lincave, Tom's Automotive Repair, O Connor Medical Urgent Care, Hammond St, Seward Ave, Church St, Front St, Pike St, Water St, Broad St, 2nd St, 3rd St, 4th St, 5th St, 6th St, 7th St, 8th St, 9th St, 10th St, 11th St, 12th St, 13th St, 14th St, 15th St, 16th St, 17th St, 18th St, 19th St, 20th St, 21st St, 22nd St, 23rd St, 24th St, 25th St, 26th St, 27th St, 28th St, 29th St, 30th St, 31st St, 32nd St, 33rd St, 34th St, 35th St, 36th St, 37th St, 38th St, 39th St, 40th St, 41st St, 42nd St, 43rd St, 44th St, 45th St, 46th St, 47th St, 48th St, 49th St, 50th St.

Fort Knox Wash and Roll

3-Zone & Jerry's Highway Trail

Memory Lanes

Wagreen's

Port Jervis Dog Park

Port Jervis Transportation Histor. Center

UPS Drop Box SELF-SERVE

Ser's Fresh

UPS Store

Port Jervis Auto Repair

Easter Seals Food Pantry - Food

Funeral Home Inc.

Paul Schock's Auto Repair

Aesthetic Family Dentistry

Bon Secours Community Hospital

Paul Schock's Auto Repair

Dollar Tree

The Shop Tattoo

Up Front Arts

Riverside Park

Port Jervis Skate Park

Port Jervis Pump Track

The Erie Hotel & Restaurant

Smiles Dispensary

Chase Bank

Smiles Dispensary

Smiles Dispensary

Smiles Dispensary

Smiles Dispensary

Smiles Dispensary

Smiles Dispensary

Smiles Dispensary

NEW YORK PENNSYLVANIA





## 2023 Proposed City of Port Jervis Budget Council Explanation

**Bottom line:** How much? The average City of Port Jervis resident pays \$1,700.00 in city taxes. If the council were to accept this budget 'as is' the 8.9% increase on the average resident would be \$151.30 per year or \$12.60 a month.

Additionally, in order to stay within the state consent order on repairing the sewer system an additional \$50.00 per quarter has been added to sewer. That comes to \$200.00 per year or \$16.67 a month.

The average resident total increase would be \$351.30 per year or \$30.00 per month.

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### Why?

1. Cost of living adjustment in 2023 will be 8.7% based on the latest government inflation figures. *(NY Times 2022 Oct 9 'Retirees are expected to get the biggest Social Security cost-of-living increase in decades' Miller, Mark)*
  2. Almost all of our costs are up at least 30% since last year
  3. The city not only must follow the DEC consent order and continue relining our city sewers that we are doing in-house at a fraction of the cost. To continue this, we will need to buy product and equipment if not available by grant. The EFC 0% interest loan will be where the largest purchases are made (e.g.: Vac Truck and larger trailer since the supplier is much further away) and that loan needs to be paid back with funds not currently available to the city.
  4. Over 90% of our city budget goes to salaries and benefits. We already have contractual obligations on both (which equates to about 4.4% of this years increase) plus the increase for the health insurance provided to employees next year will not be realized until early December, this year, so that number is a guesstimate.
  5. Aid such as projected AIM for the city to remain flat from the state: (NYS 2023 Executive Proposed Budget:  
<https://www.budget.ny.gov/pubs/archive/fy23/ex/local/aim/fy23aim-cities.pdf> )
- 

### How are other municipalities doing it?

1. Town of Deerpark – Using their ARPA Funds and sold off large portions of Town property. – As you are aware we already used the ARPA funds and we don't have the luxury to sell off city property (especially at full market value and without paying back taxes owed on the property)



2. Others are using fund balance to offset this year's budget gaps. – we don't have this luxury either.

Ultimately for both selling property, using ARPA funds, and using fund balance there will come a time their residents will see an increase and unfortunately it might be a hefty sum. I believe this budget is reasonable given the anomalies presented.

Lastly, if we could take away the DEC Sewer Consent order and eliminate the sewer increase and if we used the 8.7% inflation rate as predicted in 2023, this budget actually looks good as in a normal year we would be only looking at a 0.2% increase.

I hope this helps you when determining how to move forward for next year's budget.