

CITY OF PORT JERVIS

P.O. BOX 1002
20 HAMMOND STREET
PORT JERVIS, NEW YORK 12771



Code Committee Meeting Minutes

Chairman – Timothy Simmons

Members – Stanley Siegel, Michael Decker, Elizabeth Miller

Also Present: Mr. Foster, Mrs. Fuller, Mrs. Mann, Mr. Livingston, Ms. Newhauser, Building Inspector David Rivera, and Fire Inspector Robert Brady

May 4th, 2022, at 6:30 PM

Pledge of Allegiance

Public Comment: None

Public Hearing: None

Approval of the Minutes:

Motion by Ms. Miller, seconded by Mr. M. Decker to approve the April 6th, 2022, Code Committee meeting minutes.

AYE: 4 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

Executive Session: None

New Business:

Update Code of Ethics:

Mr. Simmons stated that the code of ethics had not been updated since the 1970's. Members reviewed other municipalities standards.

Mr. Decker and Mr. Simmons agreed to gather additional information, formulate a rough draft, and bring back to committee members for suggestions.

HR Committee:

Mr. Simmons explained the committee is looking into various options in order to provide human resource services. He is awaiting Orange County guidance and members have a scheduled meeting with Civil Service Secretary, Cheryl Biccum, to discuss same.

Ethics Committee:

Members discussed committee structure.

Multiple Dwelling Inspections:

Currently, multiple dwelling inspections are completed every 3 years, committee is considering amending the code in order to perform inspections annually.

Mr. Rivera suggested tabling the topic until part time employees are hired.

Body Camera for Building Official:

Committee discussed; All footage would be accessible through the Freedom of Information Law (FOIL)
A policy to govern such cameras will be created with the help of Corporation Counsel.

Old Business -

Licensing for Motor Vehicle Repair Shops:

The committee, Building Inspector and Fire Inspector discussed issues and possible solutions. Mr. Simmons will gather information with Mr. Rivera for corporation counsel to review.

Building Official's Report:

Mr. Rivera provided updates, vacant registry was reviewed.

Mr. Siegel asked Mr. Rivera to investigate vacant commercial properties on Front Street and a commercial property located on Skyline Drive that has access issues and potentially hazardous building conditions.

Committee members asked Mr. Rivera to investigate 60 Sussex St and a property located on Glass St/Robert St - possible roof collapse.

Fire Inspector's Report:

Mr. Brady provided updates. He also discussed vacant commercial properties in relation to the vacant registration fee.

Public Comment: None

Adjournment:

Motion by Ms. Miller, seconded by Mr. M Decker to adjourn the meeting at 7:52 PM.

AYE: 4 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED