

March 25, 2014

30

The regular meeting of the City of Port Jervis Common Council was held in the Council Chambers, 20 Hammond Street, Port Jervis, New York on Monday, March 25, 2014 at 7:00 p.m.

Regular Meeting

Mayor Decker and all members of the Common Council were present. Recreation John Faggione, Assistant Building Official Laurie Powrie, Director of Public Works Vincent Lopez, Assistant Director of Public Works John Farr, Fire Chief Jeffrey Rhoades, City Clerk-Treasurer Robin Waizenegger, Police Lieutenant William VanInwegen, and Corporation Counsel William Bavoso were also present.

Attendance

Mayor Decker and Scouts Nicholas of Troop 67 and Victoria Fisher of Troop 229 led all present in the Pledge of Allegiance to the Flag.

Pledge of Allegiance

Mr. Andrew Weiss, of GHD, gave a presentation to update the Council on the Water Treatment Plant Clarifier project. He explained the purpose, process, and new equipment for the project. A final review of the project documents being done by the USDA Rural Development and the Health Department. Once complete, the new equipment will greatly reduce the load on the filters, saving energy and improving the function of the water treatment plant. The estimated cost is approximately \$3.6 million. The project will be going out to bid soon. Construction will be an estimated ten (10) to eleven (11) months, beginning this spring. Mr. Ritchie asked if there will be an expansion to water capacity. Mr. Weiss explained that the capacity will not be expanded but the improvements will allow the plant to reach near capacity.

The Youth Report included the following:

- A flower bulb fundraiser is being held.
- The National Honor Society inductions will be held soon.
- *Footloose* will be presented April 4, April 5, and April 6, 2014, with a special presentation on May 30, 2014 for senior citizens free of charge.
- Kindergarten registration has begun.
- The next Board of Education meeting will be April 1, 2014.
- The Recreation Department's cleanup day was cancelled. An alternate date will be selected and announced soon.

Youth Report given

The Senior Club had a guest speaker who discussed the importance of hearing screenings, and the corned beef and cabbage dinner was a success.

Senior Report given

The next Senior Club meeting will be held March 26, 2014 at 1:30 p.m. at the Farnum House.

Anyone wishing to provide the Council with the Veteran's Report can contact the Mayor's office.

Veteran's Report

Three (3) local businesses presented their proposals for a new City website. Mr. Tim Burns, of Burnsy Multimedia, Jessica Gardner and Matt O'Sullivan, of Media Solstice, and Niki Jones spoke about their proposed website designs for the City's website. They provided the Council with handouts and explained the sites' administrative background, security features, and functionality. A fourth company, owned by Debbie Schofield, will also be submitting a proposal.

Proposed Website Designs presented

No public comment was given.

Public Comment given

Motion by Mr. Ritchie, seconded by Mr. Bavoso, to accept the minutes of the March 10, 2014 regular meeting.

Minutes of the 3/10/2014 Regular approved

AYE: 8 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

Motion by Mr. Bell, seconded by Mr. Cunningham, to approve the unpaid bills in the following amounts for payment: General Fund - \$414,949.84, Water Fund - \$46,054.38, and Capital Fund - \$58,859.54.

Committee Reports given—Finance Committee

AYE: 8 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

The Finance Committee discussed the 2012 and 2013 Capital Note and 2013 Serial Bond review.

**Finance
Committee
(continued)**

Motion by Mr. Bell, seconded by Mr. Waligroski, to accept the Finance Committee's March minutes.

AYE: 8 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

Motion by Mr. Bell, seconded by Mr. Cunningham, to authorize the issuance of the 2014 Capital Note in the amount of \$103,636.

AYE: 8 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

Motion by Mr. Bell, seconded by Mr. Waligroski, to accept M&T Bank's bid of 1.78% for the 2014 Capital Note.

AYE: 8 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

Motion by Mr. Bell, seconded by Mr. Ritchie, to authorize the excess of \$3,631 from the 2012 Capital Note to be used for Police Equipment requested in the 2013 Capital Note and to authorize the closeout of the 2012 Capital Note.

AYE: 8 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

Motion by Mr. Bell, seconded by Mr. Cunningham, to authorize excess funds from the Tourism Board in the amount of \$4,099.64 to be used for the expansion of the Tourism Board's efforts and to authorize the closing entries for 2012.

AYE: 8 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

**Fire and
Emergency
Management
(FEM)
Committee**

The Fire Department will be working with the Police Department and other agencies to keep traffic flowing during the Interstate 84 construction.

New rescue tools have been received, and training on the equipment will be provided to firefighters.

The next FEM meeting will be April 21, 2014 after the Department of Public Works meeting.

**Executive
Session set**

Motion by Mr. Waligroski, seconded by Mr. Bell, to set Executive Session to discuss personnel for the Mayor's office, City Clerk-Treasurer's office, Fire Department, and Recreation, litigation, and tax liens.

An invitation was extended to Mrs. Waizenegger, Chief Rhoades, and Ms. Carole Gallagher.

AYE: 8 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

**Code
Committee**

The next Code Committee meeting will be April 2, 2014 at 7:00 p.m., and Code revisions will be discussed.

**Department of
Public Works
(DPW)
Committee**

Motion by Mr. Cunningham, seconded by Mr. Bell, to accept the DPW Committee's March minutes.

AYE: 8 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

The DPW Update included garbage and recycling will be on a normal schedule for the next three (3) weeks and crews have been repairing City-owned properties, painting the Recreation building, and grinding tree stumps.

The Department of Transportation has approved the Promenade project, and the project will be sent out to bid soon.

The Water Treatment Plant Clarifier project will also be sent out to bid shortly.

The next DPW Committee meeting will be April 21, 2014 at 6:00 p.m.

**Police
Committee**

Motion by Mr. Hendrick, seconded by Mr. Ritchie, to accept the Police Department's 2013 Annual Report.

AYE: 8 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

Motion by Mr. Hendrick, seconded by Mr. Bell, to authorize the permanent appointment of Police Officers Jessie Clune, Michael Muller, Stephen O'Donnell, Jr., and Richard Santini to be effective March 24, 2014.

Police Committeee (continued)

AYE: 8 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

The next Police Committee meeting will be April 7, 2014 at 6:30 p.m.

The CDA appointed Mr. Matthew Witherow as CDA Counsel and Ms. Valerie Maginsky as the agency's new executive director. Ms. Kathy Hendrickson briefly spoke about the final drawdown of the Small Cities Block Grant funds for the completed Beach Road Pump Station, which must be completed by May 5, 2014.

Liaison Reports given—Community Development Agency (CDA)

Ms. Hendrickson, who will be retiring at the end of March, welcomed Ms. Maginsky to the CDA. Mayor Decker and Mr. Cunningham thanked Ms. Hendrickson for her many years of service to the City and welcomed Ms. Maginsky.

The next CDA meeting will be March 26, 2014 at 7:00 p.m. at the Pike Street offices.

The IDA discussed how to pursue the collection of the delinquent Future Homes PILOT payments.

Industrial Development Agency (IDA)

The April date for the ADA meeting will be announced at a future meeting.

ADA

A problem with the entry doors is being addressed by the Housing Authority. The next meeting will be April 16, 2014 at 7:00 p.m. at Hillside Terrace.

Housing Authority

The Recreation Update was given and included the following:

- Port Pride Clean Up was cancelled, and no make-up date has yet to be scheduled.
- Parks may be open by April 7, 2014, depending on weather conditions.
- The Easter Candy Dash is scheduled for April 19, 2014 at 10:00 a.m. at Church Street Park.
- The 21st Annual Delaware River 5K Run is scheduled for May 4, 2014 at 9:00 a.m.
- The Youth Center spring break schedule was given.

Recreation Commission

The next Recreation Commission meeting will be April 23, 2014 at 7:30 p.m. at the Youth Center.

The City-wide Yard Sale will be held May 3, 2014, with a rain date of May 4, 2014. Individuals and businesses can sign up on the Tourism Board's website or through the Mayor's office. Registration forms are due by April 18, 2014. Those who wish to have a spot in the community area or businesses who wish to participate must register by April 11, 2014.

Tourism Board

The next Tourism Board meeting will be April 8, 2014 at 6:30 p.m. in the Conference Room.

The next Zoning Board meeting is tentatively scheduled for April 1, 2014.

Zoning Board of Appeals and Planning Board

The Planning Board held a public hearing for Dunkin' Donuts, and the application was approved. The application for Zahra Realty LLC was withdrawn by the applicant. There were two (2) pre-submissions on the agenda—The Ruby Group and RC World. The Ruby Group's application was set for public hearing on May 20, 2014. The RC World application was withdrawn. A conditional use permit was renewed for one (1) year for 116-122 Franklin Street. The Board accepted the resignation of Mr. Michael Cicalese.

The next Planning Board meeting is tentatively scheduled for April 15, 2014 at 7:00 p.m.

The next Plumbing and Electrical Boards will be held April 2, 2014 beginning at 6:30 p.m.

Plumbing and Electrical Boards

Mr. Siegel met with representatives and senior residents. There were no issues to report.

Senior Advisory

Mr. Siegel extended the Council's condolences to the Reilly family.

Access 23 TV thanked Mr. Belcher for his efforts to resolve the signal issues with Time Warner Cable.

Access 23 TV report

Security cameras are being installed, and the telethon and fundraisers were discussed.

Access 23 TV
(continued)

The station still seeks volunteers and is looking to obtain videos of events to broadcast.

Mayor's
Correspondence
reviewed

The Mayor will be attending Drew United Methodist Church on March 30, 2014 at 11:00 a.m. Anyone wishing to attend can meet the Mayor on Sussex Street at 10:50 a.m.

The April Ward meetings will be as follows: First Ward—April 30, Second Ward—April 24, Third Ward—April 23, and Fourth Ward—April 8. All meetings will be at 7:00 in the Council Chambers.

Cruzin' Port will be held the first Tuesday of each month beginning in April at Riverside Park. Traffic on Front and Ball Streets will be one-way during the event.

Fort Decker, the Fire Department Museum, and Tri-State Railroad Preservation Society will be open the last Saturday of each month from 1:00 p.m. to 4:00 p.m. from May through October.

Motion by Mr. Cunningham, seconded by Mr. Oney, to appoint Assistant Director of Public Works John Farr as Temporary Director of Public Works to be effective April 26, 2014 at his existing salary with a two hundred dollar (\$200) stipend.

AYE: 8 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

The City of Port Jervis was named a Tree City USA for 2013.

The Department of Environmental Conservation has approved the East Main Street Bridge project, and the City awaits a response from the Fish and Wildlife Service.

Mayor Decker appointed Mr. Henry Dunn to the Planning Board, with a term to expire January 31, 2016.

Mayor Decker stated that the Employee Handbook was complete. Uniformed officers of the Police Department will not be included in the handbook, and there has been no response to date by the City's CSEA unit.

Motion by Mr. Cunningham, seconded by Mr. Bavoso, to approve the City's Employee Handbook.

AYE: 8 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

Applications for the Recreation Department's 5K race are available in the Recreation and Mayor's offices.

City Clerk-
Treasurer's
report given

Internal auditors are in the City Clerk-Treasurer's office this week.

Orange and Rockland Utilities and Pike County Light and Power asked that anyone needing to report an unusual gas odor to call the hotline at 1-800-533-5325.

Mrs. Waizenegger noted that the Employee Handbook can be changed as needed, and any recommended changes can be brought to the Council.

The 2014 City taxes are due by April 30, 2014 in full or the first half. The second half is due by June 30, 2014. The second quarter water bills will be mailed April 1, 2014 and also be due by April 30, 2014.

Old Business
discussed

Mr. Siegel gave reminders to residents concerning walking in the street and crosswalk safety.

Sav-A-Lot delivers groceries free of charge for senior and disabled customers.

Mr. Oney, Mr. Ritchie, and Mr. Cunningham thanked Ms. Hendrickson for her years of service to the CDA and wished her well in her retirement. They also welcomed Ms. Maginsky and wished her success in her role as director.

Mr. Ritchie cautioned residents about the increased in automobile traffic in the City due to the Interstate 84 construction.

Mr. Bavoso thanked the Mayor and department heads for their work on the Employee Handbook. Old Business
(continued)

Mr. Cunningham congratulated Mr. Aaron Aumick on achieving Eagle Scout and Mr. Vincent Lopez on his retirement.

The Food For Thought program will hold a cooking demonstration at Sav-A-Lot from 4:00 to 7:00 p.m. on March 25, 2014. The program will teach, in part, how to eat healthy on a limited budget. New Business
discussed

Mr. Bell also congratulated Ms. Hendrickson on her retirement and welcomed Ms. Maginsky.

Motion by Mr. Cunningham, seconded by Mr. Ritchie, to authorize Corporation Counsel to prepare the agreement in the amount of \$46,750 for Fusco Engineering and Land Surveying PC to complete the engineering assessment of City dams.

AYE: 8 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

Interviews done by Delaware Valley School student television staff will be aired on TLC March 30, 2014 at 9:00 p.m.

Mr. Siegel congratulated Mr. Aumick for achieving Eagle Scout.

Mr. Siegel commented on the importance of the Employee Handbook and commended the Mayor for his efforts in getting the handbook approved.

Mr. Adam Scopino, Jr. inquired about the emergency coverage of Interstate 84 during the construction. Public
Comment given

Mr. Belcher expressed his appreciation for and extended his well wishes to Ms. Hendrickson and Mr. Lopez.

Motion by Mr. Bavoso, seconded by Mr. Hendrick, to enter Executive Session at 8:40 p.m. Council Enters
Executive
Session

AYE: 8 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

The meeting was reconvened at 10:08 p.m. Meeting
reconvened

Motion by Mr. Waligroski, seconded by Mr. Cunningham, to approve the following seasonal employees for the Recreation Department:
Laborers—Ricky Crown, April 7, 2014, 25 weeks and Terry Schafer, April 7, 2014, 18 weeks
Recreation Specialist/Skate Park Supervisor—Tim Crown, April 7, 2014

AYE: 8 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

Motion by Mr. Siegel, seconded by Mr. Ritchie, to accept the agreement between the City of Port Jervis and McGoey, Hauser, and Edsall Consulting Engineers for services based on agreement.

AYE: 8 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

Motion by Mr. Bavoso, seconded by Mr. Cunningham, to adjourn the meeting at 10:10 p.m. Meeting
adjourned

AYE: 8 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

Robin Waizenegger
City Clerk-Treasurer