

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, April 22, 2013 at 7:00 p.m.

Regular Meeting

Mayor Potter and all members of the Common Council were present. Recreation Director John Faggione, Assistant Director of Public Works John Farr, Fire Chief Jeffrey Rhoades, City Clerk-Treasurer Robin Waizenegger, and Corporation Counsel Damian Brady were also present.

Attendance

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

Pledge of Allegiance

Mrs. Waizenegger summarized the minutes from the April 8, 2013 regular meeting.

Minutes of the 4/8/2013

Motion by Mr. Belcher, seconded by Mr. Decker, to accept the minutes of the April 8, 2013 meeting.

Regular Meeting

AYE: 9 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

summarized and approved

Motion by Mr. Bell, seconded by Mr. Belcher, to approve the unpaid bills in the following amounts for payment: General Fund - \$275,918.32, Water Fund - \$42,432.03 and Capital Fund - \$50,355.81.

Committee Reports given—Finance

AYE: 9 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

Committee

The first quarter sales tax exceeded the budgeted amount and will help to cover unexpected expenses such as the sewer breaks, which contingency funds were used.

The Finance Committee discussed the first quarter budget review, 2012 adjustments to be made, the City's audit, AIM/PARIS reporting, and a 2009 Bond funds change request by Mr. Lopez.

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

AYE: 9 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

Motion by Mr. Bell, seconded by Mr. Waligroski, to authorize the use of 2009 Bond funds previously designated as "engineering for water main replacement" for the purchase of raw water pumps for the water treatment facility.

AYE: 9 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

The next Finance Committee meeting will be May 20, 2013 at 7:00 p.m. after the Department of Public Works (DPW) and Fire and Emergency Management Committee meetings.

There will be a mandatory OSHA training for Fire Department personnel on April 27, 2013 at the Port Jervis Middle School.

Fire and Emergency Management Committee

This is National Volunteer Week; Mr. Siegel thanked Fire Department and EMS volunteers for their service to the community.

The next Fire and Emergency Management Committee meeting will be May 20, 2013 after the DPW Committee meeting.

The next Code Committee meeting will be May 1, 2013 at 7:00 p.m.

Code Committee

The next DPW Committee meeting will be May 20, 2013 at 6:00 p.m.

DPW Committee

Garbage and recycling pick-up is on a normal schedule for the next few weeks.

Hydrant flushing will continue for the next couple of weeks.

Bagged leaves and bundled branches will be picked up in all wards each Monday. Crews will continue to pick up yard waste on Tuesdays if necessary.

The next Police Committee meeting will be May 6, 2013 at 6:30 p.m.

Police Committee

The Police Department and City-wide Neighborhood Watch will host a crime prevention seminar on April 25, 2013 at 7:00 p.m. at the Drew Methodist Church. Several organizations will be represented. Everyone is invited to attend.

Police Committee (continued)	<p>The Police Department is offering a prescription drug “take-back” program on April 27, 2013 from 10:00 a.m. to 2:00 p.m. Expired and/or unwanted prescription drugs can be dropped off at the Police Department.</p> <p>A 1<sup>st</sup> Ward Neighborhood Watch reorganization meeting will be held on June 4, 2013 at 7:00 p.m. at Hose 5’s firehouse. Other Neighborhood Watch groups and City department heads are invited to attend.</p> <p>Mr. McCarthy reminded residents of the importance of reporting suspicious activity to the Police Department.</p>
Liaison Reports given—CDA	<p>The next Community Development Agency (CDA) meeting will be April 24, 2013 at 7:00 p.m. in the CDA offices on the second floor of the Recreation building.</p>
ADA	<p>The next ADA meeting will be May 2, 2013 at 4:00 p.m.</p>
Housing Authority	<p>The Housing Authority is researching replacing doors at Hillside Terrace for added security and energy efficiency.</p> <p>The Housing Authority received eighty percent (80%) of its operating subsidy.</p> <p>The next Housing Authority meeting will be May 15, 2013 at 7:00 p.m. at Hillside Terrace.</p>
Tourism Board	<p>The City-wide Yard Sale will be held May 4, 2013 from 9:00 a.m. to 4:00 p.m. There are one hundred four (104) participants, which is a significant increase over the number of last year’s participants.</p> <p>The Tourism Board thanked Mr. Paladino, of Ellicott Development, for taking into consideration the Board’s recommendations for their 100 Pike Street property.</p> <p>The Tourism Board discussed the upcoming Fall Foliage Festival and <i>Christkindlmarkt</i>.</p>
Recreation Commission	<p>The Recreation Update was given and included the following:</p> <ul style="list-style-type: none"> <li>▪ The 20<sup>th</sup> Annual Delaware River Run will be held on May 5, 2013 at 9:00 p.m.</li> <li>▪ The 2<sup>nd</sup> Annual Hershey Track and Field games will be held May 19, 2013 from noon to 3:00 p.m.</li> <li>▪ Rotary Skateboard Park and City parks are now open for the season. A reminder was given that dogs are not permitted in City parks.</li> </ul> <p>The next Recreation Commission meeting will be May 15, 2013 at 7:30 p.m. at the Youth Center.</p>
Zoning and Planning Boards	<p>The next Zoning Board of Appeals meeting will be May 7, 2013 at 7:00 p.m. The Board expects to have two (2) pre-submissions.</p> <p>The pre-submission for Ellicott Development was continued at the April Planning Board meeting. The next meeting will be May 21, 2013 at 7:00 p.m.</p>
Plumbing and Electrical Boards	<p>The next Plumbing and Electrical Boards will meet May 1, 2013 beginning at 6:30 p.m.</p>
Senior Advisory	<p>No date has been set for the next Senior Advisory meeting.</p>
Mayor’s Correspondence reviewed	<p>The Mayor noted that he and Mr. McCarthy will be unable to attend the 1<sup>st</sup> Ward’s Neighborhood Watch reorganization meeting due to a prior commitment and thanked the group for hosting the meeting.</p> <p>A veterans’ ceremony will be held in Veterans’ Park in Matamoras, Pennsylvania on May 18, 2013 at 2:00 p.m. The Council and public are invited.</p> <p>The Port Jervis Veterans’ Committee will be holding the Memorial Day Parade on May 27, 2013, the Veterans’ Day Parade on November 11, 2013, and the Pearl Harbor Day Parade on December 7, 2013. All parades begin with lineup at 9:30 a.m. at the Port Jervis Middle School. In the case of inclement weather, the events will be held at the Tri-States Naval Ship on Barcelow Street.</p>

Mrs. Donna Castrignano spoke about an April 13, 2013 incident involving the Assistant Building Official. Mrs. Castrignano, who has a valid vendor's permit issued by the City, stated that she was harassed by the City official during this incident, and police were called to the scene. She commented that she would like to be told if she was doing something wrong, and if not, she would like the harassment to stop. Mayor Potter noted that neither he nor the Council can comment on this incident due to pending litigation. He and Mr. Decker recommended the Castrignano's attend the Code Committee meeting on May 1, 2013 at 7:00 p.m. to discuss this issue.

Public  
Comment given

Mr. Peter Grech, a 4<sup>th</sup> Ward resident, commented on his disappointment with the City for destroying viable infrastructures in the conversion of multi-family dwellings into single family dwellings.

Mrs. Robin Waizenegger, member of the Port Jervis Rotary, thanked all those who donated blood during the recent blood drive in honor of former Mayor Ross Decker. They collected 65 pints, 120% over their goal, which will benefit approximately 195 patients.

With assistance from the Building Official's and Assessor's offices, a review of the City's water accounts began approximately six (6) months ago. The accounts are being reevaluated and reclassified as necessary, and the project should be complete prior to the July billing.

City Clerk-  
Treasurer's  
Report given

The Office of the State Comptroller will be releasing a fiscal stress ratings report shortly. Mrs. Waizenegger noted that the City of Port Jervis, as with many other municipalities, is experiencing financial stress in this economy.

Mr. Siegel congratulated Mr. John Bell on the honor given to him during the Little League Championships. He also inquired on the progress the CDA has made on the sidewalk replacement program. Mr. Ritchie stated that the issue will be discussed during their meeting on April 24, 2013, noting that the project will take time but is moving forward. Mayor Potter noted that the Children's Park in Tri-States and Church Street Park, on the Seward Avenue side, do not have sidewalks and should be made a priority in this project. Mr. Decker added that the Church Street sidewalk was an item in the Capital Note.

Old Business  
discussed

The Council and Mayor Potter encouraged everyone to support the Fire Department's ladder truck referendum on May 7, 2013. Voting will be at Hose 2's firehouse from noon to 9:00 p.m. There will be no impact to taxes due to the retirement of debt. Anyone needing a ride can call members of the Council or the Mayor's office.

Mr. Decker, on behalf of his family, thanked all those who donated blood at the Rotary's blood drive.

Mr. Decker reminded motorists to stop for pedestrians in crosswalks.

There were ninety (90) participants in the recent Honor Flight.

Although the Bon Secours Community Hospital maternity ward is closed, transportation vouchers are available to expectant mothers and their families to go to Orange Regional.

The Soap Box Derby fundraiser was well-attended, and four (4) \$1,000 scholarships will be given.

Mr. Belcher spoke about the Humane Society's new TNR program for feral cats. The Animal Control Officer and Humane Society will work together to trap, neuter and, then, release the cats. The Humane Society is requesting contributions for the program.

Mr. Waligroski thanked the DPW staff for the repairs to the Tri-States and Kingston Avenue traffic lights.

The USDA loan application materials for the Water Treatment Plant Clarifier have been sent to GHD for filing.

Mr. Belcher commented on the need for the new ladder truck.

New Business  
discussed

Mr. Hendrick invited everyone to the 1<sup>st</sup> Ward Neighborhood Watch reorganization meeting on June 4, 2013 at Hose 5's firehouse at 7:00 p.m.

Mr. Belcher reviewed the City's electric and natural gas usage and savings.

April 22, 2013

Mr. Decker reviewed upcoming events in the City, which include the following:

April 25—Crime Prevention seminar at 7:00 p.m.

April 27—Arbor Day at 10:00 a.m. at Farnum House

April 27—Prescription drug turn-in from 10:00 a.m. to 2:00 p.m.

May 4—City-wide Yard Sale

May 5—Delaware River Run

May 7—Fire Truck Referendum

May 7—High School Health Fair

May 8—Evacuation Drill at the Port Jervis Middle School beginning at 1:00 p.m. (some road closures will be in effect during the drill)

May 11—A Port Jervis Fitness Loop, 2.6 miles, will be opening along portions of East Main Street and Jersey Avenue

Motion by Mr. Decker, seconded by Mr. Siegel, to accept the donation by Mr. Jim Blanton of eight (8) tree and shrub items for DPW staff to plant at City Hall.

Mr. Waligroski asked if the items to be planted will replace the snow fence. Mr. Decker stated that a railing will be installed to replace the snow fencing currently in place.

AYE: 9 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

Mr. McCarthy reminded everyone of the Youth Bicycle Safety Day on May 18, 2013 from 10:00 a.m. to 2:00 p.m. in the Sav-A-Lot parking lot.

Mr. McCarthy reminded participants of the Delaware River Run to pre-register or arrive early the day of the event to register.

Executive Session  
set

Motion by Mr. McCarthy, seconded by Mr. Decker, to set Executive Session.

The topics to be discussed are City-owned property, Attorney-Client privilege, and Fire Department personnel.

AYE: 9 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

Mr. Ritchie encouraged everyone to attend the 20<sup>th</sup> Annual Delaware River Run.

Mr. Oney and Mr. Waligroski commented on the rate of deaths among World War II and Korean War veterans.

Mr. Oney spoke about the memorial event offered by a national organization for police officers killed in the line of duty.

A spaghetti dinner fundraiser will be June 12, 2013 for the Honor Flight.

Mr. Siegel thanked Mr. Blanton for his donation of the trees for City Hall and thanked the Police Department for their 4<sup>th</sup> Ward walking patrols.

Mr. Siegel encouraged everyone to celebrate Earth Day and to attend the Arbor Day celebration on April 27, 2013.

Public Comment  
on Agenda Items  
given

No comments were given.

The Council entered Executive Session at 8:23 p.m.

Meeting  
reconvened

The Council reconvened at 9:18 p.m.

Motion by Mr. Bell, seconded by Mr. Decker, to enact the following hiring policy effective May 1, 2013: a criminal background check must be done on all employees to be hired within the Recreation Department to ensure that any applicant has no previous criminal history that could possibly endanger the children to be served.

AYE: 9 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

**Motion by Mr. Oney, seconded by Mr. Waligroski, to hire A Plus Striping Company to perform the striping of City streets per the contract.**

**AYE: 9 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED**

**Motion by Mr. Siegel, seconded by Mr. Ritchie, to authorize the Mayor and Corporation Counsel to sign an agreement with Mr. Fernandez and RC World once paperwork is reviewed and accepted and any profit split is agreed upon.**

**AYE: 9 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED**

**Motion by Mr. Oney, seconded by Mr. Waligroski, to adjourn the meeting at 9:20 p.m.**

**Meeting  
adjourned**

**AYE: 9 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED**

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**Robin Waizenegger  
City Clerk-Treasurer**

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