

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, May 13, 2013 at 7:00 p.m.

Regular Meeting

Mayor Potter and all members of the Common Council were present except Mr. McCarthy and Mr. Ritchie. Recreation Director John Faggione, Director of Public Works Vincent Lopez, Fire Chief Jeffrey Rhoades, Police Chief William Worden, 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 22, 2013 regular meeting.

Minutes of the 4/22/2013

Motion by Mr. Belcher, seconded by Mr. Waligroski, to accept the minutes of the April 22, 2013 meeting.

Regular Meeting

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

summarized and approved

Motion by Mr. Bell, seconded by Mr. Siegel, to approve the unpaid bills in the following amounts for payment: General Fund - \$500,688.73, Water Fund - \$41,965.37 and Capital Fund - \$33,406.65.

Committee Reports given—Finance

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

Committee

Motion by Mr. Bell, seconded by Mr. Belcher, to authorize the 2012 Budget changes as reviewed and approved by the Finance Committee.

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

The Finance Committee reviewed revenue and expenses. Marshall and Sterling's insurance renewal proposal is not ready at this time.

Motion by Mr. Bell, seconded by Mr. Decker, to authorize the Finance Committee to make the final decision and act in regards to the City's upcoming insurance renewal so that there is no lapse in coverage.

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

Mr. Bell congratulated all those involved in the City receiving the certificate of completion for the Statewide Oil property.

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.

Fire Chief Rhoades thanked the Council, fire fighters, and the public for their support of the fire truck referendum.

Fire and Emergency Management

Mr. Siegel stated that over five hundred (500) votes were cast during the vote. He thanked the voters and stated that the truck should arrive in approximately ten (10) months.

Committee

Motion by Mr. Siegel, seconded by Mr. Belcher, to accept the Fire and Emergency Management Committee's April minutes.

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

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

The Code Committee discussed the Building Official's report, peddler's permits, zoning for a wine bar, dumpster enclosures, Animal Control Officer's peace officer status, underground utilities, Local Law corrections, sidewalk replacement, fire lane behind Front Street businesses, central business district zoning changes, and dilapidated businesses.

Code Committee

Motion by Mr. Decker, seconded by Mr. Siegel, to set a public hearing for May 28, 2013 at 7:00 p.m. for proposed Local Law #4-2013 to amend §535-55(D) of the City Code.

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

May 13, 2013

Motion by Mr. Decker, seconded by Mr. Belcher, to set a public hearing for May 28, 2013 immediately following the public hearing for proposed Local Law #4-2013 for proposed Local Law #5-2013 to add §535-55(F) to the City Code.

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

Mr. Decker thanked the Council, Building Official, and Assessor for their diligent work with these proposed local laws.

The Code Committee also discussed the 1995 tree law and a potential law to require garbage can lids to be secure. The issue of garbage can lids will be forwarded to the DPW Committee for input and recommendation.

The next Code Committee meeting will be June 5, 2013 at 7:00 p.m.

**DPW
Committee**

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

Garbage and recycling pick-up is on a normal schedule until the week of May 26, 2013. Pick up will be one (1) day later in all wards during the week of the Memorial Day holiday.

DPW crews are currently cleaning up throughout the City after the winter.

Grass clippings, bagged leaves, and bundled branches will be picked up in all wards each Monday and Tuesday.

Hydrant flushing will continue for two (2) more weeks.

**Police
Committee**

Motion by Mr. Oney, seconded by Mr. Siegel, to accept the Police Department's April report.

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

May 12 through May 18, 2013 is National Police Week. Officers Sargente and Vicchiariello, who are participating in the Police Unity Bike Tour for the second year, have collected over \$8,000 in the last two (2) years. Mr. Oney congratulated the officers and thanked them for their fundraising efforts.

**Executive
Session set**

Motion by Mr. Oney, seconded by Mr. Decker, to set Executive Session for the following topics of discussion: contractual, personnel, litigation, and City-owned property.

Chief Worden and Mr. Faggione were extended an invitation to attend.

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

**Liaison Reports
given—ADA**

There was no quorum for the ADA meeting, so it has been rescheduled for June 6, 2013 at 4:00 p.m.

**Housing
Authority**

The next Housing Authority meeting will be May 15, 2013 at 7:00 p.m. at Hillside Terrace.

Tourism Board

The Tourism Board had several guest speakers and discussed improvements in Tourism in the City, especially the Fire Museum, Minisink Valley Historical Society, and the Erie Railroad Preservation Society. They also discussed the success of the City-wide Yard Sale and upcoming Fall Foliage Festival.

**Recreation
Commission**

The Recreation Update was given and included the following:

- The 2nd Annual Hershey Track and Field games will be held May 19, 2013 from noon to 3:00 p.m. at the Port Jervis High School track.
- The Port Jervis Fitness Loop, co-sponsored by the Recreation Department, will have a kickoff ceremony will be May 16, 2013 at 4:30 p.m., beginning at Bon Secours Hospital.
- Youth Center Memorial Day holiday hours were given.
- The 20th Annual Delaware River Run had 546 participants. The Recreation Department thanked all those who participated and volunteered at this successful event. A correction in the female winners in age 13-15 was made. Port Jervis High School student Kobie Lane was the overall winner of this year's event.

The next Recreation Commission meeting will be May 15, 2013 at 7:30 p.m. at the Youth Center.

Mr. Regis Foster, Chairman of the Tourism Board, thanked Board members, Ms. Debbie Schofield, and participants for the successful City-wide Yard Sale, which raised \$1,077.20. He noted that the Fall Foliage and *Christkindlmarkt* are upcoming events on September 22, 2013 and December 1, 2013 respectively. Mayor Potter commented that the Tourism Board is doing a great job.

Tourism Board continued

The Community Development Agency (CDA) discussed April bills, certificate completion of the City's Statewide Oil property, and sidewalk upgrade project.

Community Development Agency

Ms. Kathy Hendrickson, CDA Director, spoke about submitting an application and the use of CDBG grant funds for the sidewalk replacement project. The City had used funds in the past for residential rehabilitation before moving to the downtown area. She spoke about the different entitlement criteria for such municipalities as Middletown and Newburgh, New York versus Port Jervis. The City would be competing with approximately 200 other communities for funds and must demonstrate a need and impact in a low- to moderate-income area. Ms. Hendrickson suggested highlighting a target area for the application to show a substantial need and greatest impact.

Mr. Siegel asked if the City would ever be an HUD entitlement community, such as Newburgh, New York. Ms. Hendrickson stated that the City would not meet those parameters. He spoke about safety issues and the frustrations in trying to obtain grant funds for this project. Ms. Hendrickson stated that she will research for other possible funding sources.

Mr. Oney noted that the City has over seventy (70) miles of sidewalk and replacing it would cost approximately \$10 million.

Mr. Bell commented that the City may not score high enough in the competitive process to receive funding and should seek other sources.

Ms. Hendrickson gave an overview of the CDBG program's rules and regulations that govern the grant award process.

Mr. Siegel suggested a 50/50 program where the property owner would pay one-half of the cost to replace or repair the sidewalk.

Mr. Siegel and Mr. Belcher spoke about the safety hazards of some sidewalks throughout the City.

Ms. Hendrickson added that the program to be used must be designed to be fair and equitable.

Mayor Potter requested Ms. Hendrickson research other funding sources and keep the Council updated on her findings.

The next CDA meeting will be May 22, 2013 at 7:00 p.m. in the CDA offices on the second floor of the Recreation building.

The Zoning Board of Appeals held two (2) pre-submissions and set public hearings for 136 Jersey Avenue and 21 Liberty Street. The next meeting will be June 4, 2013 at 7:00 p.m.

Zoning Board of Appeals and Planning Board

The next Planning Board will be May 21, 2013 at 7:00 p.m.

There were no items on the May agenda for the Plumbing and Electrical Boards. The next meeting will be June 5, 2013 at 6:30 p.m.

No date has been set for the next Senior Advisory meeting.

Senior Advisory

Ms. Susan Clayton, on behalf of the Artful Gardeners of Port Jervis, requested the week of June 2 through June 8, 2013 be designated as Artful Gardeners' Week in the City. The gardening club meets monthly at the Port Jervis Library and welcomes new members.

Mayor's Correspondence reviewed

Motion by Mr. Hendrick, seconded by Mr. Oney, to authorize St. Mary's Church's Corpus Christi Procession on June 2, 2013.

Authorization is pending approval of DPW and Police Department. Council members were invited to attend.

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

**Mayor
Correspondence
review continued**

Mayor Potter reminded everyone of the May 16, 2013 kick off of the Port Jervis Fitness Loop at 4:30 p.m. at Bon Secours Community Hospital.

The Youth Safety Day will be held May 18, 2013 from 10:00 a.m. to 2:00 p.m. in the Sav-A-Lot parking lot.

Line-up for the Memorial Day Parade will be at the Port Jervis Middle School at 9:30 a.m. on May 27, 2013.

Applications for Business of the Week can be obtained at the Mayor's office.

Mayor Potter thanked the Tourism Board for the success of the City-wide Yard Sale and Mr. John Bell and Mr. Faggione for their work and dedication to the 5K race.

Access 23 TV

Mr. Belcher stated that there is no camera operator for the second Council meeting. Mr. Siegel noted that the station may have a volunteer.

**Public Comment
given**

No public comment was given.

**City Clerk-
Treasurer's
Report given**

Notifications had been mailed to commercial property owners concerning the change in water billing from residential to commercial.

Motion by Mr. Waligroski, seconded by Mr. Bell, to authorize moving the May 27, 2013 Council meeting to May 28, 2013 due to the Memorial Day holiday.

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

**Old Business
discussed**

Council members congratulated and commended the Tourism Board for their work and the success of the City-wide Yard sale.

Mr. Siegel, Mr. Oney, and Mr. Belcher extended their condolences to the McCarthy family for the passing of Mr. McCarthy's mother-in-law.

Council members thanked the voters for supporting the fire truck referendum.

Mr. Decker, Mr. Waligroski, and Mr. Bell thanked all those who participated and volunteered in the Recreation Department's 5K race.

Mr. Decker thanked the Fire and Police Departments for their efforts during the Middle School evacuation drill.

The Middle School Health Fair and *Alice in Wonderland, Jr.* performance were well-attended.

There will be a First Ward meeting on June 4, 2013 at 7:00 p.m. at Hose 5's firehouse. This meeting will include a reorganizational meeting for the Neighborhood Watch.

**New Business
discussed**

Motion by Mr. Bell, seconded by Mr. Belcher, to authorize a special Finance Committee meeting at 6:30 p.m. on May 28, 2013 for the purposes of a presentation on the audit.

The public is welcome to attend.

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

There will be a 3rd Ward meeting on June 25, 2013 at 7:00 p.m. at Maghogomock Hook and Ladder #1's firehouse on Orange Street.

The new electric and natural gas contract rates became effective in April. Mr. Belcher reviewed usage and cost savings.

Mr. Decker extended his condolences to the McCarthy family.

Mr. Decker reminded everyone of the Port Jervis Fitness Loop, Youth Safety Day, Drug Task Force meeting, Memorial Day Parade, and Soap Box Derby practices.

Mr. Decker commented on the Orange County Emergency Preparation Drill and asked everyone to support the School Board vote. He also encouraged everyone to attend upcoming school concerts.

New Business
discussion
continued

Mr. Decker asked that the County's Community Health Survey be placed on the City's website so those interested could participate in the survey.

Motion by Mr. Bell, seconded by Mr. Belcher, to accept the referendum vote on the Fire Department's ladder truck.

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

Motion by Mr. Bell, seconded by Mr. Decker, to authorize the purchase of a new ladder truck for the Fire Department.

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

Mayor Potter thanked the Police Department for the recent arrests in connection with a prescription drug ring from New York City.

Mr. Siegel spoke about the importance of community participation and thanked those in the audience for attending the meeting.

Mr. Siegel had spoken to Mr. Kidney concerning the condition of grass and weeds on City properties. He asked that the issue be discussed at the next DPW Committee meeting.

Mr. Siegel encouraged everyone to attend the Memorial Day Parade on May 27, 2013.

Mayor Potter displayed a Tampa, Florida newspaper with an article about their stray cat problem and commented that other communities also have this problem.

Ms. Alexa LaGrecca commented on her interest in Port Jervis and asked how she could get more involved in the community on the issue of vendors. Council members suggested she attend the Code Committee meeting.

Public
Comment on
Agenda Items
given

The Council entered Executive Session at 8:31 p.m.

The Council reconvened at 9:27 p.m.

Meeting
reconvened

Motion by Mr. Hendrick, seconded by Mr. Waligroski, to authorize the Community Development Agency to administer the grant for the Beach Road Pump Station Project.

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

Motion by Mr. Decker, seconded by Mr. Oney, to apply for the 2013 COPS hiring grant program, which is a 3-year program done in cooperation with the Port Jervis School District and, possibly, with an inter-municipal agreement with the Town of Deerpark, for a Student Resource Officer.

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

Motion by Mr. Decker, seconded by Mr. Siegel, to approve payment of one-half of the grant writing costs for the 2013 COPS grant to be payable to Sonya Roach in the amount of \$1,500.00.

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

Motion by Mr. Bell, seconded by Mr. Belcher, to hire a Katarzyna Mroz as a paid courier for the Nutrition Program to be effective May 28, 2013 at a rate of pay of \$11 per hour plus mileage to replace a retiring employee.

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

May 13, 2013

Motion by Mr. Belcher, seconded by Mr. Bell, to approve the hiring of the following seasonal employees for the Port Jervis Recreation Department:

Recreation Leaders—Jackie Avoydan, Alex Cordisco, Sarah Beirne, Joran Drew, Lia Matz, and Cory Puopolo

Youth Center Summer Leader—Nicole Stellato

Lifeguards—Scott Reed, Danielle Reed, Shayna Reichert, and Kimberly Smith Tennis Instructor—Teddy Wolf

All positions have been budgeted.

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

**Meeting
adjourned**

Motion by Mr. Waligroski, seconded by Mr. Hendrick, to adjourn the meeting at 9:30 p.m.

AYE: 7 ABSENT: 2 (MCCARTHY, RITCHIE) NAY: 0 ABSTAIN: 0 CARRIED

**Robin Waizenegger
City Clerk-Treasurer**