

October 28, 2013

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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, October 28, 2013 at 7:00 p.m.

Regular Meeting

Mayor Potter and all members of the Common Council were present. Building Official Wayne Kidney, Director of Public Works Vincent Lopez, Fire Chief Jeffrey Rhoades, Police Chief William Worden, City Clerk-Treasurer Robin Waizenegger were also present.

Attendance

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

Pledge of Allegiance

Mrs. Waizenegger read the published notice.

Public

Mr. Decker explained the reason for the law and new requirements for dumpster enclosures.

Hearing—
Proposed Local Law #8-2013

Mr. Belcher stated he had received a telephone call from a local business that has an enclosure. The owner recommended a chain link or wood type enclosure after experiencing damage to their masonry block done by a refuse truck.

Mr. Siegel stated that the Planning Board has been requesting applicants include concrete enclosures as a part of the site plan when necessary. He suggested ensuring large opening doors to prevent damage to the structure and commented that garbage might escape from chain link fencing.

Mr. Decker clarified that three (3) sides of the new structures must be concrete; the fourth side would be for the door.

Motion by Mr. Decker, seconded by Mr. Bell, to close the public hearing at 7:05 p.m.

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

Mrs. Waizenegger summarized the minutes from the October 15, 2013 regular meeting.

Minutes of the 10/15/2013 Regular summarized and approved

Two (2) corrections were noted: the water line project is on Berme Road, and Mr. O'Connell's position with the Police Department is dispatcher clerk.

Motion by Mr. Belcher, seconded by Mr. Waligroski, to accept the minutes of the September 23, 2013 regular meeting.

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

Motion by Mr. Bell, seconded by Mr. Ritchie, to approve the unpaid bills in the following amounts for payment: General Fund - \$225,730.10, Water Fund - \$31,859.92, and Capital Fund - \$5,276.34.

Committee Reports given—Finance Committee

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

The Finance Committee discussed the 2013 tax sale and the approximately 162 parcels that remain on the list to date, third quarter budget review, Orange County Youth Bureau funds, and Humane Society's contract with a 10% increase request and legal wording changes.

Motion by Mr. Bell, seconded by Mr. Belcher, to authorize the City Clerk-Treasurer to make budget changes necessary to reflect actual activity and expenditures which result in a \$31,958 negative impact.

The changes were reviewed and approved by the Finance Committee.

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

Motion by Mr. Bell, seconded by Mr. Decker, to authorize the City Clerk-Treasurer to make budget changes necessary to reflect actual activity and expenditures for professional planning services associated with a zoning change and reallocate funds from the Contingency to Account A.8020.449 (Planning Consulting's Fees) which will result in a \$3,600 negative impact.

The changes were reviewed and approved by the Finance Committee.

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

Finance
Committee
(continued)

Motion by Mr. Bell, seconded by Mr. Ritchie, to authorize the use of \$18,000 of the monies previously appropriated for firehouse heating and alarm systems from the 2009 Serial Bond appropriation for the purpose of improvements at the firehouses for driving ramp entryway construction.

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

Motion by Mr. Bell, seconded by Mr. Belcher, to accept the proposed funding of \$17,000 for the Port Jervis Youth Center and \$4,000 for the Juvenile Aid Bureau from the Orange County Youth Development Program Funding for the year 2014 and authorize the Mayor to execute the agreement on behalf of the City of Port Jervis with respect to any awarded funding.

Mr. McCarthy commented that the amount of the funds was doubled over last year.

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

Fire and
Emergency
Management
(FEM)
Committee

Motion by Mr. Siegel, seconded by Mr. Waligroski, to accept Michael Petronio, of Maghogomock Hook and Ladder Company #7, and Triston Richter, of Howard Wheat Engine Company #4, into active membership into the Port Jervis Fire Department.

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

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

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

The next FEM meeting will be November 18, 2013 after the Department of Public Works (DPW) Committee meeting.

Code
Committee

Motion by Mr. Decker, seconded by Mr. Siegel, to approve Local Law #8-2013.

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

The date of the next Code Committee meeting has been changed to November 7, 2013 at 7:00 p.m.

DPW
Committee

Garbage and recycling will occur on a normal schedule for the next two (2) weeks. The week of Veterans' Day, November 11, 2013, pickup will be one (1) day later in all wards, and paper recycling in the Third Ward will be November 15, 2013.

Bagged leaves will be picked up in all wards each Monday until further notice. There is no date set as yet for loose leaf pick up.

The Beach Road Pump Station project is progressing, and DPW crews are preparing equipment for the winter season.

Police
Committee

A reminder was given for the Halloween Curfew, which began October 21, 2013 and will end November 11, 2013.

The October 26, 2013 drug take-back program, sponsored in part by the Port Jervis Police Department and PJ Pride, netted 48.7 pounds of prescription medication. Mr. McCarthy, on behalf of the Police Department, thanked all those involved.

Motion by Mr. McCarthy, seconded by Mr. Decker, to authorize the Rick Drew Holiday Parade on December 8, 2013 at 2:00 p.m.

Line-up will begin at 1:00 p.m. Police Chief Worden reviewed and approved the request.

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

Liaison Reports
given—
Community
Development
Agency (CDA)

The CDA approved bills and discussed the monies owed the City. Funds can be used from Revolving Loan Funds administrative fees the CDA received to repay the amount owed the City. Audit Fees owed will be discussed with the CDA Counsel. Mr. Ritchie suggested the Mayor create a committee to oversee the CDA's reorganization.

The next CDA meeting will be November 27, 2013 at 7:00 p.m.

No report was given for ADA.

ADA

The Housing Authority update included new apartment numbers being installed at Hillside Terrace, a thank you to those who participated in the fire evacuation drill, the installation of new insulated entry doors, and work to begin on the replacement of a fuel tank.

Housing Authority

The next Housing Authority meeting will be held November 20, 2013 at 7:00 p.m.

The next Tourism Board meeting will be October 29, 2013.

Tourism Board

The Recreation Update was given and included the following:

Recreation Commission

- Halloween Youth Center hours were given.
- Annual park clean-up will be November 16, 2013 from 10:00 a.m. to noon.
- The 67th Annual Halloween Parade was held October 27, 2013. The Recreation Department thanked everyone for their assistance and participation.
- The 1st Annual Halloween Skate Jam was held with over one hundred (100) participants.

The next Recreation Commission meeting will be November 20, 2013 at 7:00 p.m. at the Youth Center.

The Zoning Board of Appeals (ZBA) set a public hearing for 24 Erie Street for its next meeting on November 5, 2013 at 7:00 p.m.

Zoning Board of Appeals and Planning Board

The Planning Board set a public hearing for 21 East Main Street for its November 19, 2013 meeting at 7:00 p.m. Mr. Michael Weeks, of McGoe, Hauser and Edsall Consulting Engineers spoke about the SEQR forms that will be used by Planning Board and ZBA applicants.

The next Plumbing and Electrical Boards will meet on November 6, 2013 beginning at 6:30 p.m.

Plumbing and Electrical Boards

Mr. Siegel met with managers from each facility. There were no items to report.

Senior Advisory

There was no report given.

Access 23 TV

Mayor Potter thanked Fire Department personnel for their work at a recent Orange Street structure fire.

Mayor's Correspondence given

Fire Inspector Keith Brown, who was recently approved for training in Montour Falls, notified the Council that the course was filled prior to his application being submitted. He will attend next year.

The groundbreaking for Rite-Aid, located at 100 Pike Street, will be October 29, 2013 at 11:00 a.m. on site. The new building will be on the west side of the parking lot and offer a drive-thru window for the pharmacy.

No public comment was given.

Public Comment given

The Tax Lien Sale will be November 19, 2013 at 2:00 p.m.

City Clerk-Treasurer's Report given

A reminder was given that half-rate water is available for those property owners as the single occupants in their properties. Those who qualify can contact the City Clerk's office to complete an affidavit.

The proposed 2014 budget is due from the Mayor to the Common Council by November 15, 2013. Budget meetings will be scheduled and open to the public. The meeting dates and proposed budget will be posted on the City's website.

Mr. Siegel reminded pedestrians to use caution in intersections with traffic signals, especially with the upcoming colder weather and possible icy conditions.

Old Business discussed

Mr. Siegel thanked all those who participated in the prescription drug take-back program.

Mr. Siegel and Mr. Waligroski complimented the Fire Department on the "save" at the Orange Street fire. Mr. Siegel thanked Mr. Waligroski for rescuing two (2) dogs at the scene.

**Old Business
(continued)**

The next DPW Committee meeting will be November 18, 2013 and include a budget review session, as will the FEM and Finance meetings also that evening.

Mr. Ritchie commented on the number of out-of-town license plates he observed at the recent Skate Jam event and the positive effect of visitors to the community.

Mr. Decker congratulated local churches on the success of the Crop Walk. He also noted the monies raised by the Skate Jam will be donated to the Recreation Department for the Skateboard Park.

Mr. Decker spoke about the impact of the Orange County Safe Homes Clothesline Project and domestic violence. Mr. Belcher added that he was able to take photographs of the event.

Motion by Mr. Bell, seconded by Mr. Decker, to accept the Finance Committee minutes.

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

The next Finance Committee meeting will be November 18, 2013 after the DPW and FEM Committees' meetings.

Motion by Mr. Bell, seconded by Mr. Belcher, to permit the installation of a park bench by a private citizen overlooking West End Park and to allow the Director of Public Works to review and authorize any future similar requests.

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

**New Business
discussed**

Mr. Bell and Mr. Siegel encouraged everyone to vote on Election Day.

Mr. Waligroski and Mr. Decker reminded parents and children to be safe and careful while celebrating Halloween.

Mr. Decker gave a brief update of school sports.

Motion by Mr. Decker, seconded by Mr. Bell, to change the date for the first Common Council meeting in November to November 12, 2013 due to the Veterans' Day holiday.

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

Mr. Decker reminded everyone of the ongoing classes and services being offered by Empowering Port Jervis and thanked them for supporting the community.

Mr. McCarthy thanked everyone for their support of the Breast Cancer fundraiser held by the Port Jervis Junior Varsity and Varsity cheerleaders and commented on his daughter's battle with breast cancer and her \$5,200 donation.

Mr. McCarthy reminded residents to report any suspicious activity to the Police Department—"if you see something, say something".

**Executive
Session set**

Motion by Mr. Oney, seconded by Mr. Waligroski, to set Executive Session for Police and DPW personnel, Sale of City-owned property, and Beach Road Pump Station litigation.

An invitation was extended to Mr. Lopez and Chief Worden.

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

The Third Ward will be the site of a test area for the Trap, Neuter, and Return (TNR) Program. Cat owners were asked to keep their pets indoors November 5, 2013. Volunteers are needed. The Humane Society will accept donations for the program; the Humane Society's cost to administer the services is \$40 per cat. Mr. Siegel added that residents need to stop feeding the feral cats in and around the turntable property.

Mr. Siegel invited everyone to attend the Veterans' Day parade on November 11, 2013 and the upcoming budget meetings.

**Public
Comment on
Agenda Items
given**

Ms. Anne Horsham thanked Empowering Port Jervis for the services they provide.

The Council entered Executive Session at 8:07 p.m.

The meeting reconvened at 8:51 p.m.

Meeting
reconvened

Motion by Mr. Bell, seconded by Mr. Belcher, to authorize the Mayor to sign the acceptance letter for \$49,000 in grant funds from the New York State Department of State Division of Coastal Resources for the Whitewater Park.

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

Motion by Mr. McCarthy, seconded by Mr. Ritchie, to authorize Chief Worden to promote Employee #347 to Detective. The promotion will be effective November 11, 2013.

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

Motion by Mr. Oney, seconded by Mr. Siegel, to authorize Mr. Lopez and City Engineer Eugene Ruzanski, of McGoey, Hauser, and Edsall Consulting Engineers, to have a meeting with Pioneer to discuss expense claims provided by the contractor and to authorize expenditures for the limits agreed upon as a result of that meeting.

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

Motion by Mr. Decker, seconded by Mr. Siegel, to adjourn the meeting at 8:53 p.m.

Meeting
adjourned

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

Robin Waizenegger
City Clerk-Treasurer