

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, November 12, 2013 at 7:00 p.m.

Regular Meeting

Mayor Potter and all members of the Common Council were present except Mr. McCarthy. Building Official Wayne Kidney, Director of Public Works Vincent Lopez, 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. Yvonne Duryea, City Assessor, gave an update on the Basic STAR program changes and requirements. Eligible property owners must re-register with the New York State Department of Taxation by December 31, 2013 to continue receiving the exemption. The purpose of making property owners re-register is to eliminate waste and fraud. The process is easy, and more information can be obtained in the Assessor's office. Mrs. Duryea spoke about some issues with letters sent to property owners and noted that new owners, as well as Enhanced STAR recipients, will continue to register in her office.

Public Information—STAR Program Update

Mrs. Waizenegger summarized the minutes from the October 28, 2013 regular meeting.

Minutes of the 10/28/2013 Regular summarized and approved

Motion by Mr. Waligroski, seconded by Mr. Ritchie, to accept the minutes of the October 28, 2013 regular meeting.

AYE: 8 ABSENT: 1 (MCCARTHY) NAY: 0 ABSTAIN: 0 CARRIED

Motion by Mr. Bell, seconded by Mr. Belcher, to approve the unpaid bills in the following amounts for payment: General Fund - \$97,090.41, Water Fund - \$14,258.77, and Capital Fund - \$51,724.30.

Committee Reports given—Finance Committee

AYE: 8 ABSENT: 1 (MCCARTHY) NAY: 0 ABSTAIN: 0 CARRIED

The next Finance Committee meeting will be November 18, 2013 after the Department of Public Works (DPW) and Fire and Emergency Management (FEM) Committees' meetings, and the proposed budget will be discussed.

Motion by Mr. Siegel, seconded by Mr. Bell, to approve the following Fire Department events for the companies stated:

Fire and Emergency Management

- November 25, 2013—Neversink Engine Company #1 and Maghogomock Hook and Ladder #1—Orange County Training Center for a Live Burn training
- December 7, 2013—Maghogomock Hook and Ladder Company #1—Roast Beef dinner
- December 8, 2013—Fire Department—42<sup>nd</sup> Rick Drew Holiday Parade
- December 18, 2013—Neversink Engine Company #1—Force Entry drill

AYE: 8 ABSENT: 1 (MCCARTHY) NAY: 0 ABSTAIN: 0 CARRIED

Motion by Mr. Siegel, seconded by Mr. Bell, to approve the inter-department transfer of Michael J. Cicalese and Jason Ward from Neversink Engine Company #1 to Howard Wheat Engine Company #4.

AYE: 8 ABSENT: 1 (MCCARTHY) NAY: 0 ABSTAIN: 0 CARRIED

The next FEM Committee meeting will be November 18, 2013 after the DPW Committee meeting.

Motion by Mr. Siegel, seconded by Mr. Ritchie, to approve Matthew Moore as an Emergency Driver for Truck 7.

AYE: 8 ABSENT: 1 (MCCARTHY) NAY: 0 ABSTAIN: 0 CARRIED

The Code Committee report was given and included the following: Building Official's report, Pike Plaza signage, Building Official's meeting with Garling Associates, Wine bar, Peddler's permits, Sidewalk Replacement Program, film industry local law, indoor RC racing, and taxi offices.

Code Committee

The next Code Committee will be December 4, 2013 at 7:00 p.m.

**DPW  
Committee**

Garbage and Recycling will be one (1) day later in all wards due to the Veterans' Day holiday on November 11, 2013. Third Ward paper recycling will be picked up November 15, 2013.

DPW crews are installing holiday decorations, working on the Orange Street Fire Station's catch basins and Truck 7's concrete driveway ramp, and will be working on the Beach Road Pump Station.

Motion by Mr. Oney, seconded by Mr. Bell, to approve Change Order #1 for a total of \$4,643.59 to Fred A. Cook Jr., Inc., contractor for the Flow Monitoring Sewer Line Cleaning and Televising Project, for additional footage completed under base contract and \$2,300.00 for work to be done at the Wagner Place pump station.

Monies are included in the 2009 Bond.

AYE: 8 ABSENT: 1 (MCCARTHY) NAY: 0 ABSTAIN: 0 CARRIED

Motion by Mr. Oney, seconded by Mr. Waligroski, to approve a construction inspection agreement with Stantec Consulting Services, Inc. for the Downtown Promenade Project for an amount not to exceed \$46,000.

This agreement is mandated under the grant and is a covered expenditure of the grant.

AYE: 8 ABSENT: 1 (MCCARTHY) NAY: 0 ABSTAIN: 0 CARRIED

Bagged leaves will continue to be picked up in all wards on Mondays. Loose leaves pick up will begin the last Monday in November.

The next DPW Committee meeting will be November 18, 2013 at 6:00 p.m. The proposed budget will be discussed.

**Police  
Committee**

The Police Committee report will be given at the November 25, 2013 Council meeting.

**Liaison Reports  
given—  
Community  
Development  
Agency (CDA)**

The next CDA meeting will be November 27, 2013 at 7:00 p.m. The topic to be discussed will be the use of administrative fees from grants and loans to repay monies owed the City. The reorganization of the CDA will be the topic of future discussions, and Mr. Ritchie again recommended Mayor Potter, Mayor-elect Decker, and Councilmembers create a committee to discuss the reorganization.

**ADA**

The next ADA meeting will be December 5, 2013 at 4:00 p.m.

**Housing  
Authority**

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

**Tourism Board**

The Tourism Board encourages businesses to decorate for the holidays.

Upcoming holiday events include the following:

November 30, 2013—Tree Lighting at Graeb Point at 6:00 p.m.

December 1, 2013—*Christkindlemarkt* with Santa Express from 10:00 a.m. to 6:00 p.m.

December 1, 2013—Methodist Church Holiday Bazaar and Concert

December 8, 2013—42<sup>nd</sup> Annual Rick Drew Holiday Parade at 2:00 p.m. beginning on Canal Street

December 14, 2013—String ensemble section of the Greater New York Symphony concert will be at the Deerpark Reformed Church at 7:00 p.m.

**Recreation  
Commission**

The Recreation Update was given and included the following:

- There will be a Fall Park Pride Day fall cleanup on November 16, 2013 from 10:00 a.m. to noon.
- Youth Center Thanksgiving week hours were given.
- Winter Youth Basketball registration will be December 7, December 9, December 10, and December 11, 2013. The cost will be \$35 per person.

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) approved applications for 24 Erie Street and 155 East Main Street. Two (2) pre-submissions, 100 Kingston Avenue and 9 West Main Street, were set for public hearings at the next meeting on December 3, 2013 at 7:00 p.m.

Zoning Board of Appeals and Planning Board

The next Planning Board meeting will be November 19, 2013 at 7:00 p.m.

The Plumbing Board held two (2) tests; one (1) applicant passed and one (1) failed the exam. The next Plumbing and Electrical Boards will meet December 4, 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

The Perez family, participants in the Farmer's Market, thanked the Council for waiving the vendor's license fee so that they could remain in Port Jervis and serve the community. The family is requesting the Council waive the fee in 2014 and also allow them to sell their goods at RC Racing events held in Riverside Park. The request will be discussed and determined by the new administration.

Mayor's Correspondence given

Mayor Potter spoke about his experience at the recent Veterans' Day Parade.

Mayor Potter commented on the efforts he will make to foster a smooth transition for the next administration.

The Mayor's proposed 2014 Budget was presented to the Council for their review. The proposed budget calls for a 3.9% tax increase, which includes a 5% increase for quarterly water billing. The City will borrow \$3.6 million in 2014 to refurbish the Water Treatment Plant.

No public comment was given.

Public Comment given

The 2013 Tax Lien Sale will be November 19, 2013 at 2:00 p.m. in the Common Council chambers.

The proposed 2014 Budget will be posted on the City's website beginning November 13, 2013 and copies will be available in the City Clerk-Treasurer's office. Work sessions will be November 18, 2013 for DPW/Fire Department/Administration, November 19, 2013 for Building Department/Assessor/Nutrition/Police Department/Recreation, and November 22 and November 26, 2013 will be alternate dates if needed.

City Clerk-Treasurer's Report given

Mr. Siegel and Mr. Decker thanked residents who voted in the recent election and thanked all those who participated in the Veterans' Day Parade.

Old Business discussed

Mr. Decker and Mr. Hendrick thanked the Mayor for promoting a smooth transition into 2014.

Mr. Decker congratulated Mr. Bob Dorn and the high school boys cross country team for their 3<sup>rd</sup> place finish in the finals.

The Council spoke about the importance of the budget process and encouraged the public to attend the work sessions so that they could provide input.

New Business discussed

Fall Park Pride Day fall clean-up on November 16, 2013 from 10:00 a.m. to noon.

Mr. Decker asked pet owners to clean up after their pets, citing a problem with dog feces at the Middle School.

Motorists were reminded to stop for pedestrians who are in crosswalks.

Residents who observe any suspicious activity were asked to contact the Police Department.

Motion by Mr. Oney, seconded by Mr. Bell, to set Executive Session for DPW and Administration personnel, Sale of City-owned property, and a contractual matter concerning City-owned property.

Executive Session set

AYE: 8 ABSENT: 1 (MCCARTHY) NAY: 0 ABSTAIN: 0 CARRIED

No comment was given.

Public Comment on Agenda Items given

The Council entered Executive Session at 7:52 p.m.

Meeting reconvened

The meeting reconvened at 8:38 p.m.

Motion by Mr. Bell, seconded by Mr. Siegel, to authorize Geba Realty to continue to market 33 Seward Avenue on behalf of the City of Port Jervis.

AYE: 8 ABSENT: 1 (MCCARTHY) NAY: 0 ABSTAIN: 0 CARRIED

Motion by Mr. Decker, seconded by Mr. Oney, to accept the resignation of Ms. Anna Tison, effective November 14, 2013, and to appoint Ms. Lisa Cirulli on a temporary per diem basis at the current salary of \$16.33 per hour, effective November 13, 2013.

AYE: 8 ABSENT: 1 (MCCARTHY) NAY: 0 ABSTAIN: 0 CARRIED

Meeting adjourned

Motion by Mr. Decker, seconded by Mr. Oney, to adjourn the meeting at 8:40 p.m.

AYE: 8 ABSENT: 1 (MCCARTHY) NAY: 0 ABSTAIN: 0 CARRIED

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Robin Waizenegger  
City Clerk-Treasurer