

CODE COMMITTEE
City of Port Jervis
MINUTES – Wednesday September 3, 2014 5:30 – 6:30 pm
Common Council Chambers

Stan Siegel
Committee Chairman

Laurie Powrie
Building Official

Committee Members

David Bavoso
Carl Hendrick
Gerald Oney Jr.

Michael Reilly
Fire Inspector

- Meeting Called to Order 5:36 pm by Mr. Siegel
- Pledge of Allegiance
- Present: Councilman Siegel, Councilman Hendrick, Councilman Oney, Councilman Bavoso, Mrs. Powrie, Mayor Decker, City-Clerk Treasurer Robin Waizenegger
- Public Comment: None
- Reading of the Minutes- Reading and approval of the August 7, 2014 Minutes. Motion: Mr. Hendrick, Second: Mr. Siegel.
- Building Officials Report:

Mrs. Powrie presented board with the Building Department August 2014 Monthly Report

10	Building permits
17	Building/Construction Inspections
1	Planning Board Application
1	Zoning Board Application
90	Violation Notices
52	Other Inspections

Total amount collected: \$3,653.50 (month of August 2014)

- Fire Inspector's Report: Mr. Reilly was absent. Report read by Mr. Siegel.

Working on the Following Issues:

Kolmar Labs Alterations and renovations

Mad Dog Liquor progressing

Completed Fire Sprinkler And fire Alarm System review for 92 Front Street
 Bon Secours Hospital Updating Fire Plans and Fire Alarm System Planning
 Board comments Monitoring 2 Business relocations with Fire Alarm systems and
 kitchen Suppression systems Storm damage issues During the storm monitored
 high risk Alarm systems as well as investigating 34 Trouble alarms on Fire
 Alarm Systems Reminder that if a Business is creating grease laden vapors
 (COOKING and or Warming) a fire Suppression System is required!

Reminder to All People NO Standing or Parking In Fire Lanes! To Include Fire Department Personnel
Fire Alarm Call boxes will be done this month.

- Updates on Following Locations Reported Last Month:

100 Pike Street: (Rite Aid) – Mrs. Powrie stated that she is still waiting to hear from Ellicott Development. Ellicott Development sent letter to Planning Board informing them they would be unable to attend the July Planning Board Meeting.

4 Gordon Street: Mrs. Powrie stated that the real estate deal fell through. Mayor Decker stated that the City should move immediately to have the building demoed. Mayor Decker will be emailing DPW Director Jack Farr to award contract for demo.

Kolmar Laboratories Renovation: Mrs. Powrie stated that she is reviewing their “as built” list and once this is completed, she will issue a certificate of compliance for the renovation.

291 East Main Street: (Mad Dog Liquors) – Mrs. Powrie stated that construction has begun, but not progressing since last inspection.

29 Front Street: (Ruby Group) – Mrs. Powrie stated that she has not had plans submitted for review. Mrs. Powrie stated that she has spoken with owner Peter Berman and he is looking to start roofing repairs on building once he gets final financing in place.

29 East Main Street: (Midas Property) - Mrs. Powrie stated that Randy Coffill (attorney handling request for client) put in a letter to request a zoning change to service commercial zoning for property. Councilman Bavoso stated that corporation counsel is working on this request.

131 Hammond Street: Mrs. Powrie stated that she has not seen much activity on the property.

92 Front Street: (Pawn Shop) - Mrs. Powrie stated that the permit has been issued, but no activity as of yet.

In addition: Mrs. Powrie stated:

- She is putting the finishing touches on the vacant property registration form and will be sending off to Corporation Counsel for final approval. Once she receives approval, she will be sending out to owners of vacant properties informing them that they have to register with City.

- She received a phone call from Safeguard Properties informing her that they have listed several vacant properties for sale, and that they would not have to register those properties.

- Storm Damage Rea: 24-32 Front Street: Mrs. Waizenegger stated that she has been in contact with the bank and was informed that the Principal at the bank who makes the decision is not there today. She also stated that the bank is checking to see if the property is covered under their insurance policy and that the bank knows understands the sense of urgency to move forward. She also informed them of the date of the next Council meeting.

- She is following up with owner of Flo-Jean regarding damage to building.

- The owner of the HUNT Building is very diligent about starting repairs to building right away.

- 8 New Street – Car vs. House accident – contractor is getting permit tomorrow for final repairs.

- She is working on list of 291 Violations given to her by Mayor Decker.

- Old Business:

Dumpsters: (No dumpsters allowed in front yards, if no other option they must be enclosed from sight with a closable gate: Requirement of the lids on all dumpsters must be in a closed condition, Must allow ADA space requirements and PJ Codes, No “grandfathering”). Mr. Siegel will follow up with Corporation Counsel on the legality of the issue. Mr. Siegel stated he will get a copy of Milford, PA’s local law so that the City can model their policy after Milford. Mr. Siegel will present this to Corporation Counsel to draft local law.

A time frame for tarps on the roof: Mr. Siegel will discuss with Corporation Counsel on how to add a time stipulation for permanent roof repairs, ie. 90 days to section 319.11 of City Code.

Curb cuts must be done properly and driveway surfaces must be an impervious surface like blacktop, asphalt, concrete, brick, paver stone, etc.: Mrs. Powrie will search for section in City Code to add this stipulation and will email to Code Committee.

Permit Parking: Comments / Suggestions: Mrs. Waizenegger reported on behalf of her workgroup that they have determined there to be a total of 70 Regular spaces and 4 Handicap spaces. These 4 proposed locations are as follows: Millennium Park (base of Pike Street/near Royal Furniture) – 22 Regular Spaces, 2 Handicap Spaces; Lower Pike Street (7 Parking Spaces across from Sacco's Liquor) – does not currently have SBL designation or name (City Assessor working on); Pike and Front Street (next to AV outlet) – 16 Regular, 1 Handicap; Ball/Front Street – (Across from Erie on H&R Block Side) 25 Regular, 1 Handicap. Materials are to be ordered by end of week. Material Costs: \$484.75. The workgroup has put together an information sheet, a Parking Permit Application, an Excel tracking log, and action plan, and a press release. The signs are scheduled to be in by 3rd week in September for DPW to install them.

- New Business:

All utilities underground in the City of Port Jervis by January 2040 (25 years). All new services or replacement services for Commercial or Residents must be run underground: Mayor Decker stated that the City should look into mandating that the utilities must be run underground under sidewalks and shift the responsibility of the sidewalks to the utility company. Mayor Decker will investigate.

Sewer Use Fee: Mrs. Waizenegger stated that there is a timing issue with developing this to implement into the 2015 Budget. She stated that the fee needs to be codified by the Department of State by January 1st and that the turnaround for this is approximately 60-90 days. Therefore, this must be done by 1st meeting in October to meet deadline.

Sidewalks 464-8 - Transfer of Liability: Regarding Slip & Fall Litigation. Mrs. Waizenegger stated that the City has two ongoing defenses for slip and fall litigation: prior notice; obligation of maintenance to owner. Mrs. Waizenegger stated that the attorneys are strongly recommending that the City change Code to allow transfer of liability within Code to add this to section 464-8. Mrs. Waizenegger also stated that NYCOM has done work on this and that the Mayor can contact them to get verbage.

- Public Input: None
- Motion by Mr. Hendrick for Executive Session @ 6:30 pm. Second by: Mr. Siegel
- Meeting reconvened @ 6:44 pm.
- Next Meeting: **Wednesday October 1st, 2014 5:30 pm – 6:30 pm**
- Motion to Adjourn: Motion: Mr. Hendrick Second: Mr. Siegel
Meeting adjourned at 6:45 pm: Mr. Siegel