

**City of Port Jervis
Finance/Insurance Committee
Minutes for Meeting June 25, 2015**

Present: Committee Members Frank Bell, Kevin Cunningham and David Bavoso. Also in attendance were: Kelly Decker, George Belcher and Robin Waizenegger City Clerk-Treasurer .

Absent: Stanley Siegel

Finance meeting opened at 6:02 p.m. Chairperson Frank Bell opened the meeting and referred to the agenda.

Audit – Mrs. Waizenegger informed the committee that the audit firm conducted their fieldwork in June. However they are not complete and they may need to come back in July to finish up. Mrs. Waizenegger indicated that she is working to the AUD for NYS and finding some additional areas that need adjustment as part of the audit so she will be submitting more adjustments to Bonadio & Co..

Tax Lien Sale – Mrs. Waizenegger explained that the tax lien sale will take place November 17, 2015 and as it starting with in excess of 300 parcels represents a large amount of work within her department. Letters will go out July 1st and the complaint day to the council will be July 27th at the Council Meeting. Credit cards have been issued as approved payment thru October 31st to try and assist with diminishing the amount of parcels going to sale.

Cash Flow – Mrs. Waizenegger informed the committee that cash flow is terrible and that inter-fund borrowing has been more prevalent to meet the general fund cash needs. Without drastic cuts or greatly improved collections she does not see it improving in the near future with possible major issues as soon as fall of this year rather than March of next year due to cash flow issues.

Old Business: Mrs. Waizenegger informed the committee that as part of the sewer use law work Carole Gallagher wrote a section applicable to the re-levy of sewer charges which is applicable to water as well. As it is very well written Mrs. Waizenegger is suggesting that we use it to update our city code section for water as well.

Tax deeded properties owned by the City are going to have a review done by Jim Millspaugh of Record Search to validate if his firm will cover them for title insurance purposes to make sales of these properties eligible for bank financing and make them more readily available for sale. This is being done in lieu of bar claim actions through the courts.

New Business: Mrs. Waizenegger shared with the committee recent networking information from other cities regarding parking ticket collection and “booting” of cars by the local PD/DPW for delinquent parking tickets. She also indicated that we do have to get a new collection company as well. Mayor Decker brought up the idea of impounding cars as a revenue source as well. Mrs. Waizenegger said that she would run the idea by the Police Chief.

Public Comment: none

Executive Session: Meeting adjourned to Executive session at 6:17 pm and reconvened at 6:40.

The meeting was adjourned at 6:40 p.m. Next month’s meeting - July 23rd at 6:00pm.