

**City of Port Jervis**  
**Finance/Insurance Committee**  
**Minutes for Meeting February 17, 2016**

Present: Frank Bell, Sarah Hendry, Kristin Trovei, David Bavoso, Stanley Siegel, Mayor Kelly Decker and Robin Waizenegger, City Clerk Treasurer

Absent: None

Finance meeting opened at 7:00 p.m.

**Capital Note:** Mrs. Waizenegger presented to the committee the revised requests for the 2016 Capital Note along with a copy of the requests from 1/13/2016. The committee reviewed each item and eliminated the improvements to the caretakers house citing the desire to eliminate same in the future, the lease buyout of the DPW vehicle choosing instead to extend the lease one more year and the replacement window in the Recreation center barring other compelling reasons to replace as they expressed other plans for the entire building and suggested plastic be applied to the window as a temporary measure. The approval of the double door replacements was noted as needing more information before finalizing.

**Sewer Fee:** Mrs. Waizenegger reviewed the results of the meeting of the sub-committee on sewer fees with the finance committee. Mrs. Hendry voiced her total opposition to any increase in sewer fees, claiming that treatment costs nothing. Mrs. Waizenegger informed the committee that the sewer fee was not done for the purpose of treatment. It was done to pay for the on-going maintenance costs and future replacement of the infrastructure. Mrs. Waizenegger informed the committee that the 2016 budget was predicated on this additional revenue and should the revenue not come through this increase to sewer fees there must be an alternative revenue source sought or cuts made to equate to the total sewer income anticipated. She also indicated that part of the sewer fees are to be used for our maintenance costs and part is to be set aside as capital reserve for future infrastructure costs. The failure to generate these revenues will also impact the capital reserve goals.

Mr. Bell presented additional information regarding other communities. Mrs. Hendry indicated that she is not opposed to a fee but she feels that because we the City cannot afford to replace or raise the funds that some other source of revenue should be available simply because we cannot afford to do this from fees to the residents. She also expressed her desire for consumption based billing for water and she felt that residents can afford to pay for water but too many entities are getting behind because of the sewer.

Mrs. Waizenegger indicated that the biggest complaint when it was instituted was that it was felt that the residential properties was bearing more of the burden than the commercial which is why the focus was put on the commercial rates.

Mr. Siegel expressed his concerns with respect to the affordable housing projects not being able to absorb the increases if fees.

The work of the subcommittee will be referred to Code for continued debate.

**Old Business:** Mrs. Waizenegger informed the committee that she is extremely concerned about meeting the cash needs until the City Tax bills start collection. She indicated that she had to take emergency measures with Frank's knowledge to pay the retirement payment. She informed the committee that she will have to postpone paying some bills including NYS health insurance and that the Mayor and Council should expect negative feedback and know that we have to make payroll a priority over vendors.

Insurance renewal were discussed. Mrs. Waizenegger informed the committee that the VFIS renewal is in at virtually same cost and that Marshall and Sterling are working to provide multiple bids as one of our former carriers is expressing renewed interest in bidding on our coverage. She also discussed the problem with the limited option for insuring the dams.

Mrs. Waizenegger also informed the committee that she is actively working with Marshall & Sterling to find lower cost comparable health insurance coverage. She explained that we have received lower costs quotes with respect to the active employees but are having difficulty placing the retiree coverages. We have provided more information to Marshall & Sterling on that population and are awaiting results.

**New Business:** Mrs. Waizenegger reviewed the City Tax bill calculation with the committee inclusive of the additions for rollbacks, re-levy of water & sewer delinquent as of 12/30/2016 and unpaid municipal bills.

There was some discussion regarding the re-evaluation of rates billed for labor to ensure they are sufficient to cover our costs.

There was discussion regarding the functionality of Civil Service.

There was discussion regarding the Energize NY program with the members expressing their reservations regarding long-term collections and if the City would actually qualify from a financial standpoint based on our financial position.

**Public Comment:** None

**Executive Session:** It was noted that there are still no results back from the testing for Deputy City Clerk-Treasurer.

Meeting adjourned at 8:45 p.m.

**Next Meeting:** Wednesday March 16, 2016 at 6:45 p.m.