

**City of Port Jervis  
Finance/Insurance Committee  
Minutes for Meeting June 27, 2018**

Present: Committee Members Kristin Trovei, David Bavoso and Dominick Santini. Also in attendance were: Stanley Siegel, Mayor Kelly Decker and Police Chief William Worden.

Absent: Lisa Randazzo

Finance meeting opened at 6:30 p.m. Chairperson Kristin Trovei opened the meeting with the pledge of allegiance.

**Public Comment** – Wayne Kidney came to ask about the revisions regarding the sewer fees.

Mrs. Trovei provided an update on sewer information obtained while applying for a CDBG grant for sewer repairs which indicates that the City of Port Jervis is not charging residents enough sewer and water fees to qualify for NYS grants. NYS requires that we must charge 1.5% of the median income for the area which they have given us as \$43,306 which means that we should be charging approximately \$1300 for utility services of water and sewer per residential services. This new information is changing our potential recalculation of charges. The City has sent some information to NYS to challenge the median income level.

Mrs. Trovei empathized with Mr. Kidney but now indicated that with these new rules we will have to re-work the fee schedule entirely.

We are applying for a planning grant and will make this rate recalculation a discussion item for that discussion.

Mrs. Trovei indicated that she will follow up with Mr. Rivera on the non-homestead data-base property issue.

Mr. Kidney also questioned the information regarding his FOIL request for the parcels being billed for vacant building fees.

**Tax Lien Sale** – Mrs. Waizenegger put this on the agenda just to notify the committee of the date. Lists for potential properties to be reserved by the City will be distributed beginning in September.

**Cash Flow** - Mrs. Waizenegger disseminated the actual results of the first five months and projections for the remaining 7 months. She specifically noted that the bridge project is not built into the projections as the City will be doing the BAN to use as cash flow for that project. She indicated that the next low spot for cash is September and then will get problematic again as usual from the end of January through April of 2019.

**Old Business** - Mrs. Waizenegger indicated that the City has used Capital Markets consistently for the past 15 years for the SEC filings and debt issuances but we must document same now through a contractual agreement to meet new regulations. Mayor Decker asked why we have used them. Mrs. Waizenegger indicated that they are one of the bigger players in the field and have consistently provided good service.

Mrs. Trovei questioned if we wanted to discuss the parking lot to set aside monies. Mayor Decker indicated that the DPW is still exploring the feasibility and he does not think it can be done time wise until next year. Also discussed was removal of median and patching as opposed to re-surfacing. Mrs. Trovei indicated that she wants to coordinate the installation of parking meters.

It was noted that we will probably have to do a bond issue in 2019 or 2020 to fund unfunded costs from the bridge.

Mrs. Trovei indicated that Mr. Belcher has suggested putting permanent garbage cans in downtown due to the cigarette butts downtown. The cost is approximately \$15,000 plus ongoing maintenance. It was noted that we maintain the promenade which is where the problem is in addition to the local businesses.

**New Business:** Mrs. Waizenegger indicated that she will begin notifications in July to department managers to begin building the 2019 budget.

Mrs. Waizenegger stated that she attended a briefing session by the Governor's office on the NYS Charitable trust program to allow taxpayers to write off their tax payments as charitable donations. This would require each municipality to open up a charitable trust. The taxpayer could then donate funds in advance of his tax billing to the trust (before the tax collection period is open). The taxpayer would then receive a voucher towards his City taxes for 95% of their donation. The City still has to bill the taxes and the property owner is still liable for full payment using a combination of money and trust vouchers. Each collection entity must open its own trust.

NYS has opened its own trust and will be making this available to taxpayers for their personal income tax payments but that the State is only going to give you credit for 85% of your donation towards your state tax. They also did comment that none of this has been formally approved by the IRS and that they are waiting for opinions and or regulations from the IRS. They also had no answer as to how this would impact employment tax withholdings.

Mrs. Waizenegger noted that this will only work for taxpayers that itemize deductions in excess of the new standard deduction limits, are in a taxation bracket higher than 15% on the taxable income (for NYS income taxes) and do not meet the limitations on itemized deductions based on their gross income. Therefore this will require the taxpayer to be very savvy or to have financial experts to guide and advise them.

Once a taxpayer uses their voucher the City would then apply to the trust to have those monies transferred.

The Governor's office will provide further updates and so will our associations.

Mrs. Waizenegger recommends waiting for the IRS opinions or regulations before the City set up a charitable trust. The committee discussed the possible legal ramifications if NYS's plan falls through and also the high level of administration to manage the program. It was noted that only two school districts showed to the meeting while all were invited.

Mrs. Trovei spoke briefly about place-making for our community through the use of photo opportunity statues but that right now the cost is prohibitive.

Mrs. Trovei also brought up a concern about a run-off brook from reservoir water treatment on Cedar near Elmendorf and Hudson. A cost estimate for repairs has been obtained at just over 5 million dollars which is not feasible this year. It seems that this project has been pushed to the side over the years. Mayor Decker indicated that CDA Director Maginsky should be advised. In addition DPW Director Jack Farr will also follow-up with the Army Corps of engineers. It was noted that SEMA and FEMA could also be approached but this may not qualify for their funds.

**Public Comment:** No additional comments

**Executive Session:** Personnel issues in the Police Department  
Adjourned to Executive session at 7:15 pm with an invitation to the Chief of Police.

The meeting was adjourned at 8:15 pm. Next month's meeting - July 18<sup>th</sup> at 6:00pm.