

**CODE COMMITTEE**  
City of Port Jervis  
Common Council Chambers  
**Minutes – Wednesday, July 10<sup>th</sup>, 2019 – 6:00pm**

**Lisa Randazzo**  
Committee Chairman

**Jim Farr**  
Building Official

**Kristin Trovei**  
**David Bavoso**  
**Stanley Siegel**  
Committee Members

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Pledge of Allegiance:

Roll Call: Mrs. Randazzo – Mrs. Trovei – Mr. Belcher - Mr. Bavoso – Mrs. Mann – Mrs. Powrie – Mr. Siegel – Corporation Counsel – Ms. Maginsky – Mayor Decker

**Also, Present:** Jeff Rohrer

**Public Comment:** Beth Hoeffner, Orange County Dept. of Health, provided the committee with a lead hazard update.

**Old Business:**

1. Review Proposed Local Law for C-Pace Energize New York –  
Committee discussed draft local law. Mrs. Trovei wanted to ensure the City holds zero liability for the clean energy finance program. Corporation Counsel clarified that the City has zero liability. Mrs. Randazzo stated that proposed local law #6 of 2019 will be brought to the next council meeting for the purpose of setting a public hearing.

Motion by Mr. Bavoso, seconded by Mrs. Trovei to bring proposed local law #6 of 2019 to the next council meeting.

AYE: 6 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

2. Review Proposed Local Law on City Marshalls –  
Committee discussed draft local law and the changes that were made. Mr. Siegel and Mr. Rohrer provided insight into the fees currently being charged and the flexibility of the fee schedule. Corporation Counsel suggested removing the fee schedule from the draft local law. It was decided to remove the fee section and bring the proposed law to the next council meeting for the purpose of setting a public hearing. Corporation Counsel noted he will would make necessary changes and send to members prior to the next council meeting.

Motion by Mr. Bavoso, seconded by Mrs. Trovei to bring proposed local law #7 of 2019 to the next council meeting.

AYE: 6 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

3. Follow up on Small Cell Tower Law –  
Mrs. Trovei explained that the FCC is changing laws to make it easier for cell phone carriers to place towers throughout municipalities. She encouraged the committee to review, revise and update the code to ensure the language is detailed and comprehensive in order to protect the city. Committee discussed an application for such work, fees that should be associated and other details.  
Mrs. Powrie suggested having plans reviewed by the City Engineer and setting up escrow accounts for permit holders.

Corporation Counsel will confer with the conference of Mayors on the topic, will gather more information and present it at the next meeting.

4. City Park Rules & Dog Yard Fees–

Mayor Decker distributed his proposed law that outlined rules and fees for the new Dog Yard. Committee will review and bring to the next council meeting, if no changes are needed.

**New Business**

1. Discuss Chapter 280 of the Port Jervis City Code-Fees –

Committee discussed current code relating to notary fees. Corporation Counsel read a letter from a representative from NYS noting that notary fees should not exceed \$2.00 and referenced the executive law. The city currently charges \$5.00 for nonresidents. Members discussed eliminating notary services all together and charging residents and nonresidents the same fee. Corporation Counsel stated he would draft a proposed local law for committee review.

**Building Officials Report: Attached**

Mrs. Powrie asked the committee for clarification on sandwich boards and if her department should be collecting a fee relating to the same.

The committee decided to hold off on any fees and will revisit next year.

Mrs. Powrie provided the committee with an update on various projects.

**Public Comment:** *About Topics Covered in Tonight's Meeting*

Motion by Mr. Bavoso, seconded by Mrs. Trovei to adjourn the meeting at 7:12 pm.

AYE: 6 ABSENT: 0 NAY: 0 ABSTAIN: 0 CARRIED

Next Scheduled Code Meeting: **August 7<sup>th</sup>, 2019 @ 6:00 pm - Council Chambers**