
November 25, 2019

Regular Meeting-

The regular meeting of the City of Port Jervis Common Council was held in the Council Chambers, 20 Hammond Street, Port Jervis, New York on Monday November 25th, 2019 at 6:30 p.m.

Attendance-

All members of the Common Council were present except Lisa Randazzo. Also present were Deputy City Clerk Treasurer Bobbie Jo Muller and Corporation Counsel William Bavoso and Account Clerk Dorothy Braid.

Meeting opened at 6:30 pm by Mayor Kelly Decker.

Pledge of Allegiance-

Kelly Decker led all present in the Pledge of Allegiance to the Flag.

A motion was made by Regis Foster and seconded by David Bavoso for an executive session to discuss annexation agreements, Human Resources contract and addition or changes regarding the Fire Inspector office. Councilman elect Tim Simmons was invited to attend. The Council will also seek advice from legal counsel on issues regarding any other attorney client privileged matters as necessary.

AYE: 7 ABSENT: 1 (Randazzo) NAYS: 0 ABSTAIN: 0 CARRIED

Meeting adjourned to executive session at 6.31 pm.

Meeting reconvened from executive session at 7:15pm

Youth Report- Mallory Conklin gave the Youth report which included information as follows:

While not the outcome of the last football game that we wanted, what a season our Raiders gave us. We STILL believe in their greatness and how special this program is. Amazing season Raiders, the entire community is proud of you!

10 students from Port Jervis High School attended the second annual Emerging Leaders Youth Conference on Wednesday, November 20th, at Anthony's Pier 9 in New Windsor. Mr. Andrew Marotta, High School Principal, was the keynote speaker and opened the conference with a speech on leadership. The students then attended sessions about professional communication in the modern age and resources and resumes. The students each had a mock 8 minute interview with an industry professional to wrap up the day.

Congratulations to Port Jervis High School Seniors, Brianne Yennie and Tayanna Stephenson. Both ladies have been accepted to the Culinary Institute of America and were recently celebrated on campus. Both Brianne and Tayanna will be specializing in baking and credit their interest in the culinary arts to the Family and Consumer Science classes they took at Port Jervis.

Congratulations to the members of the Port Jervis High School Music Department who represented the high school at the Zone Nine Area All State festival this weekend. These students were invited to participate based on their NYSSMA vocal solo scores. Students who participated were Braeden Ross, Christian Rodriguez, Ethan Perkowski, all in the mixed choir and Makayla Parker, and Lorelei Clark who performed in the treble choir. The Port Jervis vocal students are under the direction of Ruth Gordon, high school music teacher.

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The Port Jervis High School Drama Club closed on their third annual Black Box Theater performance this past Sunday. The show was sold out for all five performances! The club performed "Snoopy!!! The Musical", based on the beloved Peanuts comic strip by Charles Schulz, a show sparkling with wit and warmth as it depicts life as seen through the eyes of Schulz's unforgettable characters. The show closed with a touching winter scene with the entire cast singing, "If Just One Person Believes in You."

If you would like to make an appointment to meet with your high school students teachers this Tuesday between 11 and 1:45 go to the high school website, create an account and make an appointment on the pick a time link.

Middle School Honor Society students recently encouraged student to participate in the galaxy of gratitude in honor of our character ed trait of the month "gratitude". Every student submitted a star stating what they were thankful for. NJHS members created planets to coordinate with our Star Wars theme.

The middle school hosted yet another Coffee and Conversation this past Tuesday. "Coffee and Conversation provides teachers with much needed social support in a casual environment. Allowing teachers to drop-in during their free time helps to reduce factors that often result in added stress; it demonstrates organizational and leadership support to their personal health and well-being and doesn't take time away from them meeting their academic demands in the classroom. This session's focus was being "sugar smart" with regards to how much sugar we should be consuming.

HBE and ASK 3rd grade students would like to send a special thank you to the Port Jervis Rotary Club for the wonderful gifts they distributed. Each student received their very own dictionary which will serve them well for years to come. This annual event of giving is appreciated by the students, teachers and community.

4th graders at ASK practiced Peer Pressure Refusal Strategies during their weekly Too Good for Drugs lesson last week. All 3rd and 4th grade students in the district will receive the Too Good for Drugs program in partnership with The Alcoholism & Drug Abuse Council of Orange County (ADAC) again this year. This evidence-based prevention curriculum is proven to reduce the likelihood of substance use in adolescence, and focuses on key life skills such as goal setting, decision making, recognizing and managing emotions, communication skills and creating healthy friendships. Parents and guardians are encouraged to talk with their students about the dangers of using alcohol or other drugs. For more information on ADAC visit their website at www.adacinfo.com or contact Prevention Coordinator MaryAlice Kovatch at mkovatch@adacinfo.com

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Kindergarteners at ASK are Super Readers and Writers!

On Friday, November 15th, the students in Mrs. Wadeson, Mrs. Buzzelli and Mrs. Conklin's kindergarten class were visited by the 4th graders from Mrs. Bartsh and Mrs. Eichele's class. The kindergarteners have been writing Show and Tell books as part of their writing workshop. Recently, the children have been learning that writers talk about their writing. The 4th graders partnered up with the kindergarteners to talk about their writing. The fourth graders gave the kindergarteners compliments on their writing pieces. Both classes loved working with each other and the kindergarteners were so happy to have an audience for their writing!

On Monday, November 18th, the kindergarteners were surprised by their first Mystery Reader of the school year. Physical education teacher and author of three books, Mr. Puopolo, read one of his books

to the kindergarteners. Mr. Puopolo talked to the students about becoming an author and writing about things that you love! We look forward to many more Mystery Readers throughout the school year!

HBE's performance of Peter Pan jr will be

December 6-8.

Senior and Veterans Report- Councilman Siegel announced that the Naval Ship at 46 Barcelow Street will be open for Thanksgiving Day from noon until 2:00pm for eat in or take out dinners. Seniors can call 856-6289 for a meal delivery. He offered tips for healthy Thanksgiving for seniors.

He reminded both seniors and veterans about the importance and availability of flu and pneumonia shots.

Public Hearing: Motion by David Bavoso seconded by George Belcher to open the Public Hearing for Proposed Local Law #12 of 2019.

AYE: 7 ABSENT: 1 (Randazzo) NAYS: 0 ABSTAIN: 0 CARRIED

Presentation: Robert Murphy from Barton & Loguidice gave a brief overview of the changes and updates to the zoning code and why they were made. The changes are necessary to coincide with the comprehensive plan that was just adopted.

- Revised zoning map
- Consolidate and update the definitions
- Service commercial and residential/office districts have been combined into an overhead mixed use district
- Established the waterfront mixed use district
- Changed the name of the Mountain Residence District to the Mountain Conservation District
- There were also changes to some district boundaries
- They streamlined the use and bulk tables
- They added a pre-submission site plan conference
- They added some special topics
- They added zoning purpose statements to the districts

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David Bavoso also advised that they added the Jersey Avenue overlay district and gave an explanation of the uses. He also reviewed the waterfront mixed use district and the way it effects the existing uses. He also stated that the zoning code should be updated every 3 to 5 years. He then opened the hearing to the public for comments.

Tim Simmons, 4th Ward and Zoning Board Member, applauded the efforts of the council and people that took part in comprehensive plan and the zoning code update. It will make things much easier for further growth and will be a huge benefit to the City.

Carol Zalek asked if the zoning change impacts her neighborhood over on Lane Street. David Bavoso replied that this zoning change covers the whole City and is not related to the previous zoning that was already done near Lane Street.

Marisa Storms, 4th Ward, questioned when the construction project would be done because it is causing problems with turning into the church. Kelly told her it should be done by the end of the year.

Stanley Siegel stated that the committee worked better than any he has every sat on and that Bob and Jessica made it a pleasant experience.

Elaine Burns stated that she was not happy to find that the zoning change to light industry for the property near her was changed and that she did not get to vote. Mayor Decker explained that the council votes for changes and the council is elected by the public. She said what they did was very unfair.

David Bavoso reviewed a change to a portion near the bottom of the map along the Neversink river to neighborhood mixed use.

David Bavoso made a motion seconded by Stan Siegel to adjourn the Public Hearing and leave it open until the next council meeting.

AYE: 7 ABSENT: 1 (Randazzo) NAYS: 0 ABSTAIN: 0 CARRIED

David Bavoso made a motion seconded by George Belcher for the Common Council to serve as lead agency for the SEQR Act Review of the Proposed Action.

WHEREAS, Pursuant to the State Environmental Quality Review Act ("SEQRA") and 6 NYCRR 617.6(b)(3)(i), please be advised that the City of Port Jervis intends to establish itself as Lead Agency for the purposes of fulfilling the SEQRA requirements relative to the proposed Port Jervis Comprehensive Code Update Project (Project). The Project pertains to the City of Port Jervis, Orange County, New York.

WHEREAS, the proposed action is not exempt from review pursuant to the NYS SEQR Act and applicable SEQR Regulations; and a SEQR review must be conducted prior to any action being taken to implement the proposed project; and

WHEREAS, the Common Council proposes intent as Lead Agency for the SEQRA review of the proposed action pursuant to SEQR Regulations, 6 NYCRR Section 617.6;

NOW THEREFORE BE IT

RESOLVED, that pursuant to the NYS SEQR Act and Regulations, the Common Council of the City of Port Jervis determines to serve as Lead Agency for the purpose of conducting an environmental review of the proposed Port Jervis Comprehensive Code Update Project (Project). The Project pertains to the City of Port Jervis, Orange County, New York.

RESOLVED, that the City's Attorneys, Engineers and City Departments are instructed to prepare such notices, studies, applications and other documents as may be necessary: to notify other interested and involved agencies of the Common Council's intention to serve as Lead Agency to conduct the SEQR review of the proposed action; to solicit the cooperation, agreement and/or comments of other agencies regarding the request to serve as Lead Agency and regarding the environmental review and to prepare all SEQR – related documents necessary to assist the Common Council in making its final determinations regarding the proposed action.

AYE: 7 ABSENT: 1 (Randazzo) NAYS: 0 ABSTAIN: 0 CARRIED

Public Hearing: Motion by Kristin Trovei seconded by Regis Foster to open the Public Hearing for Proposed 2020 Budget.

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AYE: 7 ABSENT: 1 (Randazzo) NAYS: 0 ABSTAIN: 0 CARRIED

The proposed budget has a 2.38% increase in the tax rate and \$8.00 per quarter increase in the sewer rate. At the November 20th Budget Workshop we met with and reviewed the Recreation, DPW and Police budget requests. They also reviewed the other contracted services lines. At this time the council working budget has been reduced to a 1.95% tax rate increase. This budget is not final. There is 2nd Budget Workshop scheduled for December 5th at 6:30 in the council room to review the remaining departments.

Public Comment: None

Council Comment: Stan Siegel would like to review the additional personnel for parks at the next workshop.

Motion to adjourn the public hearing for the Proposed 2020 Budget by Kristin Trovei seconded by George Belcher

AYE: 7 ABSENT: 1 (Randazzo) NAYS: 0 ABSTAIN: 0 CARRIED

David Bavoso made a motion seconded by George Belcher for the Common Council to serve as lead agency for the SEQRA Act Review of the Proposed Action.

WHEREAS, Pursuant to the State Environmental Quality Review Act ("SEQRA") and 6 NYCRR 617.6(b)(3)(i), please be advised that the City of Port Jervis intends to establish itself as Lead Agency for the purposes of fulfilling the SEQRA requirements relative to the proposed Port Jervis Zoning Code Update Project (Project). The Project pertains to the City of Port Jervis, Orange County, New York.

WHEREAS, the proposed action is not exempt from review pursuant to the NYS SEQRA Act and applicable SEQRA Regulations; and a SEQRA review must be conducted prior to any action being taken to implement the proposed project; and

WHEREAS, the Common Council proposes intent as Lead Agency for the SEQRA review of the proposed action pursuant to SEQRA Regulations, 6 NYCRR Section 617.6;

NOW THEREFORE BE IT

RESOLVED, that pursuant to the NYS SEQRA Act and Regulations, the Common Council of the City of Port Jervis determines to serve as Lead Agency for the purpose of conducting an environmental review of the proposed Port Jervis Zoning Code Update Project (Project). The Project pertains to the City of Port Jervis, Orange County, New York.

RESOLVED, that the City's Attorneys, Engineers and City Departments are instructed to prepare such notices, studies, applications and other documents as may be necessary: to notify other interested and involved agencies of the Common Council's intention to serve as Lead Agency to conduct the SEQRA review of the proposed action; to solicit the cooperation, agreement and/or comments of other agencies regarding the request to serve as Lead Agency and regarding the environmental review and to prepare all SEQRA – related documents necessary to assist the Common Council in making its final determinations regarding the proposed action.

AYE: 7 ABSENT: 1 (Randazzo) NAYS: 0 ABSTAIN: 0 CARRIED

Minutes Approved-Motion by George Belcher seconded by Regis Foster to approve the minutes of the November 12th, 2019 regular meeting.

AYE: 6 ABSENT: 1 (Randazzo) NAYS: 0 ABSTAIN: 1(Santini) CARRIED

For the Good of the City –

Laura Myer reviewed the Port Jervis Tourism upcoming events

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Guy Patocnick-Waters Edge is holding his security deposit and it was supposed to be returned to him in 14 days. He stated their fire and sprinkler systems are not being inspected properly. He wanted to make the City aware that they are taking advantage of the seniors at Waters Edge. He has filed a claim in court. His time ran out. The Mayor advised him that we would have the Fire Department check out the situation at Waters Edge.

Ed DeGroat -Passed

Mr. Peter Grech - Stated that he mis-spoke at the last meeting about the length of the Mayor's term. He asked about the executive session for business with Harold Richards, HR, then he realized that HR was Human Resources and suggested that we not use abbreviations.

Carol Zalek –Since the previous zoning was passed over by Lane Street, is Lane Street is still zoned residential? The Mayor told her yes. She asked if Ryan Street is still Residential? He told her yes.

Business:

Ms. Randazzo- absent

David Bavoso made a motion seconded by George Belcher to adopt new fee structure for plumbing and electrician applications. Regular license fees will be \$300 and all one-time plumbing and electrician license fees will be \$1,000 or 1% of the job cost whichever is greater.

AYE: 7 ABSENT: 1 (Randazzo) NAYS: 0 ABSTAIN: 0 CARRIED

David Bavoso made a motion seconded by Regis Foster to set the small cell tower fees to \$500 each for the first five on an existing tower and \$100 each after the first five and \$1,000 for any new pole installation and if the pole is owned by the City there will be an annual attachment fee of \$270.

Kristin Trovei clarified that these fee amounts are set by the FCC as maximum amounts chargeable.

AYE: 7 ABSENT: 1 (Randazzo) NAYS: 0 ABSTAIN: 0 CARRIED

David Bavoso made a motion seconded by George Belcher to adopt a proposed fee schedule for commercial/non-residential construction projects. He clarified that this has not been updated for over 15 years.

WHEREAS, the City of Port Jervis Common Council has determined that its Building and Code Enforcement fees have been reviewed are deemed insufficient for the purposes of the City.

NOW, THEREFORE, be it resolved that the Common Council of the City of Port Jervis is approving the change of fees as per below effective January 1, 2020.

CITY OF PORT JERVIS PROPOSED FEE SCHEDULE
COMMERCIAL/NON-RESIDENTIAL CONSTRUCTION PROJECTS

| <u>Existing Fees</u> | <u>Proposed Fees</u> |
|----------------------------|--|
| \$0 Base Permit Fee | \$200 First 500 sf Base Fee \$50 each additional 100 sf up to 1000 sf |
| | \$500 First 1000 sf Base Fee \$100 each additional 1000 sf up to 10,000 |
| | \$2500 Base Permit Fee Btw. 10,000 and 100,000 sf |
| | \$5000 Base Permit Fee Buildings Over 100,000 sf |

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0.8 -0.9% of Owner's
Construction Cost Estimate

New Building Construction: Base Fee Plus
\$0.60/sf first 100,000 sf
Plus \$0.45/sf over 100,000 sf

Existing Building Renovation: Base Fee Plus
1% of construction cost supported by signed
proposals/contracts

Utility/Non-Building Projects: Base Fee Plus 1% of
construction cost supported by signed
proposals/contracts

Site Improvement Construction Oversight

The escrow should be 4 % of cost of the site improvements.
Any remaining escrow funds would be returned to the applicant at the conclusion of the project.

**CITY OF PORT JERVIS PROPOSED FEE SCHEDULE
COMMERCIAL/NON-RESIDENTAL CERTIFICATE OF OCCUPANCY/COMPLIANCE
/CHANGE OF USE**

| <u>Project Cost</u> | <u>Existing Fee</u> | <u>Proposed Fee</u> |
|---------------------|---------------------|---------------------|
| \$1.00-\$9,999 | \$10 | \$25 |
| \$10,000- \$19,999 | \$20 | \$50 |
| \$20,000-\$49,999 | \$30 | \$60 |
| \$50,000-\$99,999 | \$40 | \$80 |
| \$100,000-\$149,999 | \$50 | \$100 |
| Over \$150,000 | \$75 | \$150 |

**CITY OF PORT JERVIS PROPOSED FEE SCHEDULE
MISCELLANEOUS FEES**

| <u>Item</u> | <u>Existing Fee</u> | <u>Proposed Fee</u> |
|---|---------------------|---------------------|
| Sign Permits | \$50 | \$100 |
| Muni. Searches | \$150 | \$200 |
| Zoning Board | \$275 | \$275 |
| Plumbing/Elec. Appl. | \$100 | \$300 |
| Social Services | \$150 | \$200 |
| Social Services Re-Insp. | \$125 | \$150 |
| Planning Board (Min. Fee) | \$275 | \$275 |
| Non-Municipal Hauler Annual Permit Fee | \$1000 | \$1500 |

AYE: 7 ABSENT: 1 (Randazzo) NAYS: 0 ABSTAIN: 0 CARRIED

Motion by David Bavoso seconded by George Belcher to approve the minutes of the November 6th Code Committee meeting.

AYE: 7 ABSENT: 1 (Randazzo) NAYS: 0 ABSTAIN: 0 CARRIED

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The next Code meeting will be 12/4 at 6pm. The next Plumbing and Electrical Board meetings will be 12/4 at 5:30 and 5:45 respectively.

Mr. Belcher - During Thanksgiving week, 4th ward garbage will be picked up on Wednesday before Thanksgiving. There will be no paper pickup as it is the 5th Friday that week.

Bulk waste is available from 7:15 to 11:30 on Saturdays with a dump pass. The brush pile and compost pile are also available on Saturday mornings. Bagged yard debris will be picked up on Mondays. Leaves will be collected if bagged or in cans less than 35 gallons. Loose leaves are currently being picked up City wide, please get them to the curb as soon as possible.

East Main Street will be paved soon. The new bridge will hopefully be open by late to mid-December.

The next DPW meeting will be held on 12/2/2019 at 6pm in the Council room.

The next Tourism meeting will be held Wednesday 12/11.

Mr. Santini – The planning board met on November 21st. Two items were discussed. 2 lot subdivision for 17 – 21 Ridge Avenue, no one was there to speak so it was held open. A lot line change for 13 Grand Street and 32 Holbrook Street that was approved. There was an extension request for 131 – 139 Jersey Avenue.

The next meeting is December 17th at 7 pm.

The next zoning board meeting will be December 3rd at 7pm.

Mr. Foster- The police committee met on December 13th. Mr. Foster reviewed highlights of the report.

The next police committee meeting will in January of 2020.

The next ADA committee meeting will be on 12/2 at 6:30 pm.

Mrs. Mann- The IDA is scheduled to meet 12/16th at 6pm.

Mrs. Trovei -The CDA met on 11/20 at 7pm. Mrs. Trovei was not able to attend and will contact the Director for any pertinent information. The finance committee met on 11/20 and Mrs. Trovei reviewed some of the topics discussed. After the finance meeting the first budget workshop will be held. The second budget workshop will be held on 12/5 at 6:30.

The next finance meeting is December 18th at 6 pm.

A motion was made by Kristin Trovei and seconded by George Belcher to pay the bills totaling \$1,386,572.03.

AYE: 7 ABSENT: 1 (Randazzo) NAYS: 0 ABSTAIN: 0 CARRIED

A motion was made by Kristin Trovei and seconded by George Belcher to approve \$6,600 for slides for City playgrounds from the contingency account.

AYE: 7 ABSENT: 1 (Randazzo) NAYS: 0 ABSTAIN: 0 CARRIED

A motion was made by Kristin Trovei and seconded by George Belcher to approve up to \$10,000 for a contract with Barton & Loguidice regarding studies for annexation of City property from the contingency fund.

AYE: 7 ABSENT: 1 (Randazzo) NAYS: 0 ABSTAIN: 0 CARRIED

Operation PJ Pride will be presenting another Reality Tour on Jan 16th from 5:30 to 8:30.

Mr. Siegel – The next fire emergency management meeting is scheduled for December 16th at 7pm.

Housing Authority's next meeting will be on 11/26 at 7pm at Hillside Terrace.

The Landlord Association's next meeting will be held on 12/12 at the hall at Goodwill Church.

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Mr. Bavoso – He reminded everyone of the public hearing for the Zoning Code Update is not closed.

For the Good of the City –

Ed DeGroat – Stated his redacted foils didn't line up. He commented that 30 Farnum Street's deck is on the neighbor's property.

Carol Zalek – Suggested putting rubber wheels instead of metal on the gate and using a coated chain to make the gate quieter. She also noted various dates and times of when the gate has been open. Also complained about the bright light by the solar panels. Kristin Trovei will contact the Solar company about the light, and she will review the tapes.

Tim Simmons – PJ Special Operations teams is having a Polar Plunge fundraiser Jan 18th at West End Beach to benefit the Fire Dept.

Mayor Kelly Decker – There will be an increase in activity at the Orange and Rockland Substation. It is a \$38 million project at West Main and Clark Streets. This will create \$1.9 million in increased tax revenue with a projected service date of June of 2021. The field office for this project will be located at 5 Clark Street, where anyone can go to report any issues.

The Mayor appointed Kathleen Potter to the Tourism Board effective this date with a term to expire Jan 31st 2020.

Meeting Adjourned – Motion was made by Kristin Trovei, seconded by David Bavoso to adjourn.

AYE: 7 ABSENT: 1 (Randazzo) NAYS: 0 ABSTAIN: 0 CARRIED

Meeting Adjourned at 8:39 pm.

Next Meeting is scheduled for 6:30 pm Monday December 9th, 2019.

Bobbie Jo Muller
Deputy City Clerk Treasurer