



Town of Porter

Town Board Meeting

3265 Creek Road
Youngstown, NY 14174
TownofPorter.Net

~ Minutes ~

Gail Zachary

Monday, February 11, 2013

7:00 PM

Town Hall Auditorium

I. Call to Order

7:00 PM Meeting called to order on February 11, 2013 at Town Hall Auditorium, 3265 Creek Rd., Youngstown, NY.

Attendee Name	Organization	Title	Status	Arrived
Mert Wiepert	Town of Porter	Supervisor	Present	
Thomas Baia	Town of Porter	Deputy Supervisor	Present	
Larry White	Town of Porter	Councilman	Present	
Jeff Baker	Town of Porter	Councilman	Present	
Joe Fleckenstein	Town of Porter	Councilman	Present	
Gail Zachary	Town of Porter	Town Clerk	Present	
Scott Hillman	Town of Porter	Highway Superintendent	Present	
Dave Britton	Town of Porter	Engineer	Present	
Mike Dowd	Town of Porter	Attorney	Present	
Susan Driscoll	Town of Porter	Assessor	Present	
Roy Rogers	Town of Porter	Code Enforcement Officer	Present	
Norm Ault	Town of Porter	Bookkeeper	Present	
Sue Dietz	Town of Porter	Town Historian	Present	

II. Public Hearings

1. Report 2013-34

Public Hearing

The Town of Porter is holding a public hearing, February 11, 2013, at 7:00 p.m., at the Porter Town Hall, to authorize the expenditure of funds from the water reserve to purchase a water van.

Councilman Baia moved to close the public hearing. Councilman Baker seconded. All board members were in favor. Motion carried.

RESULT: REPORT ISSUED

2. Resolution 2013-29

Purchase of Water Van

Per public hearing, resolution to authorize the expenditure of funds from the water reserve fund to purchase a water van, amount not to exceed \$30,000.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jeff Baker, Councilman
SECONDER:	Thomas Baia, Deputy Supervisor
AYES:	Wiepert, Baia, White, Baker, Fleckenstein

3. Report 2013-35**Public Hearing/Truck**

The Town of Porter will hold a public hearing on February 11, 2013 at 7:15 p.m. at the Porter Town Hall to hear interested parties regarding the expenditure of funds from the highway equipment reserve to purchase a truck for the highway department.

By Order of the Porter Town Board

Gail Zachary, Town Clerk

Councilman Baia moved, with councilman Baker seconding, to close this portion of the public hearing. Motion was carried unanimously.

RESULT:	REPORT ISSUED
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4. Resolution 2013-30**Highway Truck/Public Hearing**

Approval to authorize the purchase of a highway truck from the highway equipment funds, amount not to exceed \$30,000.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jeff Baker, Councilman
SECONDER:	Thomas Baia, Deputy Supervisor
AYES:	Wiepert, Baia, White, Baker, Fleckenstein

III. Resolutions/Reports

1. Report 2013-20

Public Comments

Town Historian, Sue Dietz, presented, along with Carol Burmaster and Norm Ault (Bicentennial Committee members), the Bicentennial Quilt that was put together and made by Marilyn Harbison of Ransomville. She told the audience that fabric squares were sold for \$1.00 and residents and former residents could sign their names on them. The squares were then put together to make the quilt.

Mrs. Dietz also briefly described the bicentennial souvenir book which is now out for public sale. It contains highlights of Town history, lists of farmers, etc. Assessor Driscoll helped her collect names of farmers who qualified for agricultural exemptions. It also contains the first transfers from the Holland Land Company. Supervisor Wiepert will look into a display case for Town Hall.

RESULT:	REPORT ISSUED
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2. Resolution 2013-26

Minutes Approval

Resolution accepting the minutes of the January 14, 2013 Town Board meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Thomas Baia, Deputy Supervisor
SECONDER:	Joe Fleckenstein, Councilman
AYES:	Wiepert, Baia, White, Baker, Fleckenstein

3. Resolution 2013-27

Payment of Audited Vouchers

TOWN OF PORTER

WARRANT:	POST AUDIT - JAN, 2013	1/31/13
FUND	01	6,279.35
FUND	02	564.38
FUND	04	176.04
FUND	06	605.43
FUND	07	1,322.46
FUND	20	260,499.00
FUND	21	164,424.00

FUND	33	23.43		
TOTAL		<u>433,894.09</u>		
VOUCHER 'S	17743	THRU	17768	
WARRANT:	# 2	FEBRUARY, 2012		2/11/13
FUND	01	181,742.60		
FUND	02	44,563.55		
FUND	04	14,869.40		
FUND	06	840.86		
FUND	07	51,463.08		
FUND	10	1,097.60		
TOTAL		<u>294,577.09</u>		
VOUCHER 'S	17769	THRU	17872	
	TOTAL	<u>728,471.18</u>		

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joe Fleckenstein, Councilman
SECONDER:	Larry White, Councilman
AYES:	Wiepert, Baia, White, Baker, Fleckenstein

4. Report 2013-22

Town Clerk

January 2013 Revenue

Water	\$26,930.10
Sewer	\$57,040.32
Licenses and Fees	\$ 771.44

The Town Clerk's Office received a certified letter from Bandana's Bar and Grill that they are applying to New York State for the renewal of their liquor license.

RESULT:	REPORT ISSUED
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5. Report 2013-21

Supervisor

- Supervisor's Monthly Report for January, 2013 was distributed to all Town Board members.
- Resolution to accept the Supervisor's Monthly Report for January, 2013
- December Sales Tax: \$148,108.47. The total sales tax for 2012, was up \$49,897.99 over 2011
- Discussion concerning the proposed recreation facility on the Lew-Port Campus
- Discuss going out for bids to replace the Town Hall roof and repair the cupule

RESULT:	REPORT ISSUED
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6. Resolution 2013-28

Acceptance of Supervisor's Report

Resolution to accept the January Supervisor's report

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Thomas Baia, Deputy Supervisor
SECONDER:	Joe Fleckenstein, Councilman
AYES:	Wiepert, Baia, White, Baker, Fleckenstein

7. Report 2013-23

Supervisor's Assistant

Bookkeeper's Monthly Report - **January, 2013**

Completed processing all January, 2013 Vouchers & Journal Entries.

Prepared Supervisor's Monthly Report for January 2013, and distributed it to the Supervisor & Town Board members.

Completed bi-weekly & monthly payrolls.

Completed check registers for all check payments.

Continued maintaining the town web page.

Finished closing the books for 2012

Submitted audit work book to auditors

RESULT:	REPORT ISSUED
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8. Report 2013-24

Assessor

February 2013

- 1) Completed monthly field inspections for verification of sales and completion of building projects
- 2) Processed monthly sales transfers, splits and merges
- 3) Attended January NCAA meeting
- 4) Attended Village of Youngstown 24 January 2013 Board meeting
- 5) Sent out tax exempt renewal applications for 2013 roll
- 6) Continued to train part time clerk
- 7) Met with Jerry Galkiewicz, Director of Applications & Systems Management, Proserve Technology Solutions. Received information on revamp of OARS Assessor page on the Town of Porter website.
- 8) Placed media notice reminding residents of 1 March 2013, taxable status date deadline.

RESULT:	REPORT ISSUED
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9. Report 2013-25

Justice

JUSTICE 01-1000.2610
FINES 2012

	<u>GROSS REVENUE</u>	<u>DISTRIBUTION</u>	<u>NET REVENUE</u>
JANUARY	6,080.00	(4,347.50)	1,732.50
FEBRUARY	7,530.00	(5,027.50)	2,502.50
MARCH	4,717.50	(2,182.50)	2,535.00

APRIL	3,915.00	(1,870.00)	2,045.00
MAY	6,340.00	(1,705.00)	4,635.00
JUNE	4,950.00	(1,790.00)	3,160.00
JULY	6,042.50	(2,747.50)	3,295.00
AUGUST	5,727.50	(2,112.50)	3,615.00
SEPTEMBER	4,260.00	(1,310.00)	2,950.00
OCTOBER	7,471.50	(2,180.00)	5,291.50
NOVEMBER	5,990.00	(2,255.00)	3,735.00
DECEMBER	<u>6,323.58</u>	<u>(3,303.58)</u>	<u>3,020.00</u>
	69,347.58	(30,831.08)	38,516.50

RESULT:	REPORT ISSUED
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10. Report 2013-37

Highway Department

Department of Public Works
Monthly Report for January 2013

Highway Department:

1. Called out to plow and salt 18 times.
2. Completed mowing of a drainage ditch in the Village of Youngstown.
3. Received 200 tons of Caliber/salt mix.
4. MJM Electric has completed the installation of new energy efficient LED exterior lights on the highway garage as part of a National Grid Grant program.

Water and Sewer:

1. Completed monthly meter reading.
2. We are continuing to compile GPS locations of the water system for the GIS System.

RESULT:	REPORT ISSUED
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11. Report 2013-26

Building Inspector/Code Enforcement Officer

Town of Porter			January, 2013		Building Permits	
No.	Date	Owner	Type	Location	Valuation	Fee
001-13	1/11	Debra Brenot	Fence	2507 Parker Rd	5,500	25
002-13	1/17	Joe Fleckenstein	Farm Pond	Balmer Rd	0	25
January Totals					5,500	50

BUILDING DEPARTMENT REPORT: Month January 2013

- Building permits issued as per the report.
- Periodic progress inspections on ongoing construction projects throughout the Town.
- Prepared materials for the Planning Board and Zoning Board of Appeals.
- Attended Zoning Board of Appeals meeting
- Pursued Zoning code violations and issued to the Supervisor “Complaints Report” for the month of January 2013
- Reviewed Town Codification portfolio
- Completed mandated state training for NY State Code Enforcement Officers.

RESULT: REPORT ISSUED

12. Report 2013-27

Engineer

CRA submitted a report detailing a Town-wide Hydraulic Water Model.

RESULT: REPORT ISSUED

13. Report 2013-30**Attorney**

Nothing to report.

RESULT:	REPORT ISSUED
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14. Report 2013-28**Tax Collector**

RE: 2013 TOWN/COUNTY COLLECTIONS

Dear Supervisor Wiepert and Town Board Members:

Paid Supervisor Wiepert the amount of \$958,213.00 in settlement as per warrant the Town's share of the 2013 Town/County taxes, and \$.90 for the two checks returned to homeowners for overpayments that were not cashed in 2012. Paid Supervisor Wiepert the amount of \$3.96 interest earned on Tax Collector's account thru January 31, 2013.

A payment of \$2,500,000.00 will be made to the Niagara County Treasurer before February 15, 2013 as partial settlement of County monies owed per 2013 warrant.

The Tax Collector's account has \$2,818,990.16 as of February 6, 2013. This represents all payments collected to date.

Of the 3491 bills owed-I collected 2961 from January 2 to January 31, 2013.

I have finished the process of mailing over 1000 tax receipts to the homeowners who have an escrow account pay their tax bill.

Respectfully yours,

Sally A. Hogan, Collector
Town of Porter

RESULT:	REPORT ISSUED
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15. Report 2013-29

Grant Writer

Projects we are currently working on:

- NYS DOS Coastal Resources (through the CFA) was submitted last July. The LWRP was NOT awarded, but we will resubmit this spring through the new CFA round of applications.
- POTL Greenway Project was presented to the AD HOC committee with a budget for the Niagara County Ad Hoc Committee on January 28th at 6PM. The committee will review the proposal and notify us within 30 days. A presentation will be made to the Greenway Host Communities after the 30 day review for funding.
- Traffic sign was AWARDED to DOT for Safe Routes to School contract should be available by March 1st to start the project.
- NYS Archives grant for the storage room. Will work with the Town Clerk the application is due March 1st.
- We are working a cemetery grant (more details to follow).

RESULT:	REPORT ISSUED
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16. Report 2013-32

Correspondence

Nothing to report

RESULT:	REPORT ISSUED
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17. Report 2013-33

Calendar of Events

Monday, February 18, 2013

Town Hall Closed Presidents' Day

Thursday, February 21, 2013

Zoning Board Meeting @ Town Hall 7:30 pm

Thursday, March 7, 2013

Planning Board Meeting @ Town Hall 7:00 pm

Monday, March 11, 2013

Town Board Meeting @ Town Hall 7:00 pm

Saturday, March 23, 2013

Easter Egg Hunt @ Stevenson Elementary School

11:00 am SHARP!!

RESULT:	REPORT ISSUED
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18. Report 2013-36

Town Board Comments

With no other business before the board the meeting was adjourned at 7:55 PM.

Gail Zachary
Town Clerk

RESULT:	REPORT ISSUED
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