



Town of Porter

Town Board Meeting

3265 Creek Road
Youngstown, NY 14174
TownofPorter.Net

~ Minutes ~

Gail Zachary

Monday, January 13, 2014

7:00 PM

Town Hall Auditorium

I. Call to Order

7:00 PM Meeting called to order on January 13, 2014 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	
Scott Hillman	Town of Porter	Highway Superintendent	Present	
Roy Rogers	Town of Porter	Code Enforcement Officer	Present	
Barb Dubell	Town of Porter	Deputy Town Clerk	Present	
Susan Driscoll	Town of Porter	Assessor	Present	
Norm Ault	Town of Porter	Bookkeeper	Present	
Dave Britton	Town of Porter	Engineer	Present	
Mike Dowd	Town of Porter	Attorney	Present	

II. Public Comments

1. Report 2014-18

Public Comments

There were no public comments.

RESULT: REPORT ISSUED

III. Reports/Resolutions

1. Resolution 2014-15

Minutes Approval

Approve the minutes of the December 9, 2013 regular board meeting, the December 30, 2013 year end meeting and the January 2, 2014 organizational meeting, with the following exceptions to the organizational meeting:

Set - 2014 Salaries

Summer Help - Hwy P/T		\$9.50 p/h	not \$9.36 p/h
Summer Help - Hwy P/T	new	\$8.75 p/h	not \$8.53 p/h
Summer Help - Rec P/T		\$9.50 p/h	not \$8.53 p/h
Summer Help - Rec P/T	new	\$8.75 ph	not \$8.53 p/h

A motion by Councilman Baia and seconded by Councilman White to accept the minutes of the December 9, 2013 regular board meeting and December 30, 2013 year end meeting. All were in favor and the motion carried.

EXECUTIVE SESSION

At this time, Councilman Fleckenstein, with Councilman Baker seconding, moved to go into executive session to discuss an employee matter. Unanimously carried.

No decision or changes were made and Councilman Fleckenstein moved to go back into the regular session. Councilman Baker seconded the motion. Unanimously carried.

A motion by Councilman Baker and seconded by Councilman White to accept the corrected minutes of the January 2, 2014 meeting. All were in favor and the motion carried.

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

2. Resolution 2014-16

Audited Vouchers

Resolution to approve the vouchers as audited by the Porter Town Board.

TOWN OF PORTER

WARRANT: # 1	JANUARY, 2014	1/13/14
FUND	01	106,343.74
FUND	02	47,581.07
FUND	04	93,438.93
FUND	06	52,019.03
FUND	07	23,195.16
FUND	10	1,057.32

TOTAL 323,635.25

VOUCHER 'S 19087 THRU 19160

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

3. Report 2014-3

Town Clerk

Water	\$34,155.99
Sewer	4,601.75
Town Clerk Fees	730.73

RESULT:	REPORT ISSUED
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4. Report 2014-4

Supervisor's Report

- Supervisor's Monthly Cash Report for December, 2013 was distributed to all Town Board members.
- Resolution to accept the Supervisor's Monthly Report for December, 2013
- November Sales Tax: \$91,777.88. The total for November, 2013, is up \$1,723.15 from 2012. We are up year to date \$65,638.85 this year over last.
- Resolution to authorize attendance to the Association of Towns Convention in New York City, February 16-19, 2014.

RESULT:	REPORT ISSUED
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5. Resolution 2014-17

Acceptance of the Supervisor's Report

Resolution to accept the December 2013 Supervisor's cash report.

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

6. Resolution 2014-18

Association of Towns Convention

Resolution to authorize the following to attend the Association of Towns Convention in New York City from February 16-19, 2014; Both Town Justices and a member of the Planning Board and Zoning Board of Appeals. If more than one member of either board wishes to attend, the budgeted amount of \$1,350.00 will be appropriated accordingly.

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

7. Report 2014-5

Bookkeeper

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

Completed processing all December, 2013 Vouchers & Journal Entries.

Prepared Supervisor's Monthly Report for December, 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.

Working on year end closing and set-up of 2014.

Budget adjustment

01-1410.0002 Town Clerk Equipment	\$800.00
01-1990.0004 Contingency	(800.00)

RESULT:	REPORT ISSUED
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8. Resolution 2014-19

Budget Adjustment

Resolution authorizing the following Budget adjustment

01-1410.0002 Town Clerk Equipment	\$800.00
01-1990.0004 Contingency	(800.00)

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

9. Report 2014-6

Recreation

No report received

RESULT:	REPORT ISSUED
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10. Report 2014-7

Tax Collector

RE: 2014 TOWN/COUNTY COLLECTIONS

Dear Supervisor Wiepert and Town Board Members:

Taxes collected from January 3 to January 8, 2014 totaled \$397,059.36.

Paid Supervisor Wiepert the amount of \$300,000.00 in partial settlement of the Town's share of

the 2014 warrant.

The Tax Collector's account has \$97,039.20 as of January 8, 2014. This represents all payments collected to date.

Respectfully yours,

Sally A. Hogan, Collector
Town of Porter

RESULT:	REPORT ISSUED
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11. Report 2014-8

Assessor

Assessor Report
December 2013

Distributed Senior low income renewal applications.
Distributed undetermined income verification program notices for STAR Enhanced.
Distributed agricultural exemption renewal notices.

RESULT:	REPORT ISSUED
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12. Report 2014-9

Building Inspector/Code Enforcement Officer

TOWN OF PORTER DECEMBER 2013 MONTHLY PERMIT REPORT

<u>DOC 3</u>	<u>DATE</u>	<u>OWNER</u>	<u>TYPE</u>	<u>LOCATION</u>	<u>VALUE</u>	<u>AMT</u>
094-13	12/3	J DiFiore	S.F.R.	557 Lake Rd	378,000	800
096-13	12/16	R parson	P.B.	1549 Lkpt Rd	<u>10,000</u>	<u>50</u>
MTD Total					388,000	850
YTD Total					2,304,754	6,926

BUILDING DEPARTMENT REPORT: Month December 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.
- Pursued Zoning code violations and issued to the Supervisor "Complaints Report" for the month of December 2013.
- Reviewed several portions of the Town Codification portfolio final draft.
- Attended Zoning Board of Appeals & Planning Board meetings.
- Attended meeting with DEC & FEMA regarding remapping of the Ontario shoreline.
- Attended mandatory NY State Training.

RESULT:	REPORT ISSUED
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13. Report 2014-10

		Justice Revenue	
JUSTICE FINES 2013		01-1000.2610	
	<u>GROSS REVENUE</u>	<u>DISTRIBUTION</u>	<u>NET REVENUE</u>
JANUARY	4,515.00	(2,415.00)	2,100.00
FEBRUARY	3,860.00	(1,670.00)	2,190.00
MARCH	4,807.00	(3,437.50)	1,369.50
APRIL	3,990.00	(1,795.00)	2,195.00
MAY	3,507.50	(1,252.50)	2,255.00

JUNE	3,952.50	(1,877.50)	2,075.00
JULY	5,005.00	(1,975.00)	3,030.00
AUGUST	5,111.50	(2,651.50)	2,460.00
SEPTEMBER	5,599.50	(3,109.50)	2,490.00
OCTOBER	5,371.00	(2,251.00)	3,120.00
NOVEMBER	1,545.00	(115.00)	1,430.00
DECEMBER			0.00
	47,264.00	(22,549.50)	24,714.50

COMMENTS - Current Meeting:

Judge Truesdale and Justice Clerk Lisa Hastings requested approval to purchase a new copier from ComDoc for the court office. This item was budgeted for \$3,500.00. The cost of the copier is \$3,205.00. A motion was made by Councilman Baia and seconded by Councilman Fleckenstein to approve the purchase of the copier for \$3,205.00. All were in favor and the motion was carried.

RESULT:	REPORT ISSUED
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14. Report 2014-11**Highway****Department of Public Works****Monthly Report for December 2013****Highway Department:**

1. Called out to plow and salt 20 times.
2. Received 800 tons of road salt , pug mill mixed with Ice Ban deicing liquid.

Water and Sewer Department:

1. Completed monthly meter reading.
2. Investigated several reports of no water due to extreme cold conditions.
3. The sewer manhole in front of the Swain Rd. Pump Station has failed and is partially collapsed. I have contacted Yarussi Construction to due emergency repairs. They are having a new manhole manufactured and hope to install it within the next 2-3 weeks.

Snow Blower Purchase:

I have solicited 3 quotes for a High Flow 72" Snow Blower attachment for the Skid Steer Loader;

Five Star Equipment - \$8750.00
 Attachments Direct - \$5995.00
 Admar Supply Co. - \$8000.00

I recommend the low quote from Attachments Direct in the amount of \$5995.00 be accepted.

Legislative Advocacy Day:

Once again this year our county and state association are traveling to Albany on March 4th and 5th to discuss CHIPS funding with our state legislators. We received a \$12000.00 increase last year. I would like permission to attend this years program.

WNYWWC Training Seminar

I would like permission to attend the WNYWWC Training Seminar in Batavia on February 12th. The cost is \$20.00.

Respectfully submitted,

Scott B. Hillman
Superintendent of Highways

RESULT:	REPORT ISSUED
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15. Resolution 2014-20

Snow Blower Purchase

Resolution authorizing the Highway Superintendent to purchase the High Flow 72" Snow Blower attachment for the Skid Steer Loader from Attachments Direct in the amount of \$5,995.00.

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

16. Resolution 2014-21

Legislative Advocacy Day

Resolution authorizing Highway Superintendent Hillman to attend on March 4th and 5th in Albany, NY to discuss CHIPS funding for 2014.

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

17. Resolution 2014-22**WNYWWC Training Seminar**

Resolution authorizing Highway Superintendent Hillman to attend the seminar in Batavia, NY on February 12th.

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

18. Report 2014-12**Engineer****COMMENTS - Current Meeting:**

Update on the Harrison Lane dedication of a private road. We have completed our back round research, collected the deeds and descriptions and have the survey packs that were filed at the county. Next, we are going to go out there and start locating the existing iron pipes. Will get together with Scott to look at the alignments and see how the survey aligns with what is actually out there. We will also look at what improvements are necessary. Next month we should have some preliminary costs for improvements.

RESULT:	REPORT ISSUED
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19. Report 2014-13**Attorney**

Attorney Dowd is trying to schedule a meeting with Village Attorney Caserta, to set up a meeting with the town and village boards to get the sewer contract issue resolved.

Dowd is waiting to hear from the Army Corp of Engineers regarding the Balmer Road water tower and where the site will be located.

One of our Planning Board members is currently on a long term leave. The Planning and Zoning Boards don't have any alternates.

Per Town Law, the chairperson of the Planning Board/Zoning Board of Appeals may designate an alternate to substitute for a member when such member is unable to

participate because of a conflict of interest or where a quorum is lacking. When so designated, the alternate member shall possess all the powers and responsibilities of such member of this Board.

The Town Board will place an ad in the newspaper to get some qualified applicants to come in, particularly for the planning Board.

RESULT:	REPORT ISSUED
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20. Resolution 2014-23

Set Public Hearing

Resolution to set a Public Hearing at 7:00 pm, February 10, 2014, at the next Town Board meeting to pass a local law concerning lagoons in the Town of Porter.

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

21. Report 2014-14

Grant Writer

No report received

RESULT:	REPORT ISSUED
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22. Report 2014-15

Correspondance

There was no correspondence.

RESULT:	REPORT ISSUED
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23. Report 2014-16

Calendar of Events

Zoning Board Meeting	Thursday, January 16 @ 7:30 pm - Town Hall
Town Offices Closed	Martin Luther King Jr. Day, Monday, January 20
Planning Board Meeting	Thursday, February 06 @ 7:00 pm - Town Hall
Regular Town Board Meeting	Monday, February 10 @ 7:00 pm - Town Hall

RESULT:	REPORT ISSUED
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24. Report 2014-17

Town Board Comments

COMMENTS - Current Meeting:

With no further business to discuss, a motion was made by Councilman Baker and seconded by Councilman Fleckenstein to adjourn the regular meeting of the Porter Town Board All were in favor and the motion was carried. Meeting was adjourned at 8:05 pm.

Barb DuBell, Town Clerk

RESULT:	REPORT ISSUED
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