



Town of Porter

3265 Creek Road
Youngstown, NY 14174

TownofPorter.Net

Work Session

~ Minutes ~

Barb Dubell
716-745-3730

Monday, March 10, 2014

6:00 PM

Town Hall Auditorium

I. Call to Order

6:00 PM Meeting called to order on March 10, 2014 at Town Hall Auditorium, 3265 Creek Rd., Youngstown, NY.

Attendee Name	Organization	Title	Status	Arrived
Mert Wiepert	Town of Porter	Supervisor	Absent	
Thomas Baia	Town of Porter	Deputy Supervisor	Present	
Larry White	Town of Porter	Councilman	Absent	
Jeff Baker	Town of Porter	Councilman	Present	
Joe Fleckenstein	Town of Porter	Councilman	Present	
Barb Dubell	Town of Porter	Town Clerk	Present	
Kara Hibbard	Town of Porter	Deputy Town Clerk	Present	
Dave Britton	Town of Porter	Engineer	Present	
Mike Dowd	Town of Porter	Attorney	Present	
Scott Hillman	Town of Porter	Highway Superintendent	Present	
Susan Driscoll	Town of Porter	Assessor	Present	
Norm Ault	Town of Porter	Bookkeeper	Present	

II. Reports

1. Report 2014-55

Sewer

Sewer Fund:

As the Board knows, we had a problem with the Swain Road lift station man-hole. We have incurred the following expenses:

\$82,371.96	Yarussi Construction
6,230.00	J.A. Brundage
18,480.00	J.A. Brundage

107,081.96 Total

These three invoices, alone, are well over the \$59,160.00 budgeted for the entire year. My only suggestion at this time is to authorize a borrowing and get a BAN from Capital Projects.

The Town Board made a resolution to set a Public Hearing on April 14, 2014, to authorize the issuance of a BAN to cover these un-budgeted expenses. Moved by Councilman Fleckenstein, seconded by Councilman Baker. Unanimous

RESULT: REPORT ISSUED

2. Report 2014-56**Bookkeeper Support**

The Town Board was requested to provide back-up for the bookkeeper when he is away from the office for an extended period of time. After much discussion it was determined that Part-Time Water Clerk Ramona Lockhart will be trained as back up to the bookkeeper. The training would take place outside of regular work hours and would be reimbursed at the rate of \$15.00 p/h.

RESULT:	REPORT ISSUED
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3. Report 2014-57**Town Clerk's Conference**

Short discussion on Barb's agenda request for both her and Kara to attend the Clerks conference in Saratoga Springs April 27 - 30.

RESULT:	REPORT ISSUED
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4. Report 2014-58**Engineering**

Update on Harrison Lane. Town Engineer Dave Britton had a survey map for the Board to review, concerning the Harrison Lane project. He answered the Board's questions.

Water Tower, the Town Attorney has called numerous times for permission from the Air Force to place a new water tank on our Balmer Road property. To date he has not heard back. By the time they grant permission, the Town will own the property outright, and their permission will no longer be necessary. The deed transfer is finalized on April 1, 2015.

RESULT:	REPORT ISSUED
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5. Report 2014-59**State Audit**

The Town of Porter Capital Projects, Report of Examination, Period Covered: January 1, 2012 - October

9, 2013, has been completed. Each one of you have been given a copy of the report, and the Towns comments, which were completed by Attorney Dowd. On page 6, Recommendation 2, has already been completed with the Boards OK. As attorney Dowd has explained, the Board needs to establish a 5 year plan, and put into designated reserves, the funds in Capital projects.

To start working on the five year plan, the Board decided to set a work session on April 7, 2014 at 6:00 PM at the Porter Town Hall.

RESULT:	REPORT ISSUED
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6. Report 2014-60

DPW Holidays

The DPW works Martin Luther King Day and Presidents Day, and in return they get the first day of Big Game and Small Game hunting season. They request that instead of these holidays, they receive 2 Floating Holidays. The Board seemed in agreement, so an update of the employee manual will be completed and presented for approval at the April 14, 2014 Town Board Meeting.

With no other business before the board, the Work session was adjourned at 6:50 PM.

Barbara DuBell
Town Clerk

RESULT:	REPORT ISSUED
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