



Town of Porter

Town Board Meeting

3265 Creek Road
Youngstown, NY 14174
TownofPorter.Net

~ Minutes ~

Barb Dubell
716-745-3730

Tuesday, October 14, 2014

7:00 PM

Town Hall Auditorium

I. Call to Order

7:00 PM Meeting called to order on October 14, 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	Absent	
Joe Fleckenstein	Town of Porter	Councilman	Present	
Barb Dubell	Town of Porter	Town Clerk	Late	
Kara Hibbard	Town of Porter	Deputy Town Clerk	Present	
Mike Dowd	Town of Porter	Attorney	Present	
Scott Hillman	Town of Porter	Highway Superintendent	Present	
Norm Ault	Town of Porter	Bookkeeper	Present	
Roy Rogers	Town of Porter	Code Enforcement Officer	Present	
Chris Amico	Town of Porter	Engineer	Present	
Susan Driscoll	Town of Porter	Assessor	Present	

II. Public Comments

1. Report 2014-198

Public Comments

Nancy Donald, 3117 Oak Avenue, asked about the fence that's right at the edge of the cliff on town property. She's concerned that someone is going to get hurt. Building Inspector Rogers will go out and look at the fence.

RESULT: REPORT ISSUED

III. Reports/Resolutions

1. Resolution 2014-106

Minutes Approval

Resolution to approve the minutes of the September 8th Work Session and the regular meeting of the Porter Town Board. Also, approve the minutes of the September 29th work session.

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

2. Resolution 2014-107

Payment of Audited Vouchers

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

TOWN OF PORTER

WARRANT: POST AUDIT - SEPT, 2014 9/30/14

FUND	01	4,108.66
FUND	02	3,142.19
FUND	04	127.43
FUND	06	181.04
FUND	07	721.03
FUND	28	
TOTAL		<u>8,280.35</u>

VOUCHER 'S 20036 THRU 20056

WARRANT: # 10 OCTOBER, 2014 10/14/14

FUND	01	33,067.78
FUND	02	48,080.60
FUND	03	967.08
FUND	04	45,680.29
FUND	06	40,008.10
FUND	07	3,725.29
FUND	10	823.69
TOTAL		<u>172,352.83</u>

VOUCHER 'S 20057 THRU 20163

TOTAL 180,633.18

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

3. Report 2014-199

Town Clerk

Collections for September:

Water	39,969.86
Sewer	9,381.01
Town Clerk Fees	1,013.00

Received a notification from the NYS Department of Transportation that a traffic engineering study has been initiated for Old Lake Road. At the conclusion of the study they will notify us of their findings.

Received the following from Cub Scout Pack 829:

On behalf of the Cub Scout Pack 829 of Youngstown, we would like to thank you and the Town of Porter for allowing our Pack to utilize beautiful Porter on the Lake for our Meet and Greet held on September 21st. It was a lovely day and we had excellent meeting. Thank you again for allowing us to enjoy such a beautiful park. Our scouts loved being there.

Sincerely, Bernadette Sloma, Den Leader Pack 829

RESULT:	REPORT ISSUED
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4. Report 2014-200

Supervisor's Report

Supervisor's Monthly Report for September, 2014 was distributed to all Town Board members.

Resolution to accept the Supervisor's Monthly Report for September, 2014.

August Sales Tax: \$103,323.89. We are \$19,318.57 lower than 2013 thru August.

Need to set dates for budget work sessions. Also need a resolution setting Nov 3rd for the Preliminary Budget Public hearing

RESULT:	REPORT ISSUED
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5. **Resolution 2014-108**

Supervisor's Report

Resolution to accept the Supervisor's Monthly Report for September , 2014

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

6. **Resolution 2014-109**

Preliminary Budget Public Hearing

Resolution to set the Preliminary Budget Public Hearing for November 3rd at 7:00 pm at the Porter Town Hall.

Supervisor Wiepert set the budget work sessions for Monday, October 20th at 7:00 pm and Monday, October 27th at 7:00 pm.

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

7. **Report 2014-201**

Bookkeeper

Bookkeeper's Monthly Report - September, 2014

Completed processing all September, 2014 Vouchers & Journal Entries.

Prepared Supervisor's Monthly Report for September, 2014, and distributed it to the Supervisor & Town Board members.

Completed bi-weekly & monthly payrolls.

Completed check registers for all check payments.

Completed 2015 Tentative Budget.

Worked on new payroll system. Using it starting October 1, 2014

Need authorization for the following budget adjustments;

01-1355.0002 Assessor Equipment	\$1,371.00
01-1355.0004 Assessor Contractual	(1,371.00)
01-1620.0002 Building Equipment	\$1,310.00
01-1410.0004 Town Clerk Contractual	1,500.00
01-5010.0004 Hwy Supt Contractual	2,000.00
01-5132.0004 DPW Contractual	3,000.00
01-1990.0004 Contingency	(7,810.00)

RESULT:	REPORT ISSUED
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8. Resolution 2014-110

Budget Adjustments

Resolution authorizing the following budget adjustments:

01-1355.0002 Assessor Equipment	\$1,371.00
01-1355.0004 Assessor Contractual	(1,371.00)
01-1620.0002 Building Equipment	\$1,310.00
01-1410.0004 Town Clerk Contractual	1,500.00
01-5010.0004 Hwy Supt Contractual	2,000.00
01-5132.0004 DPW Contractual	3,000.00
01-1990.0004 Contingency	(7,810.00)

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

9. Report 2014-202

Recreation

Nothing to report, there was no September meeting.

RESULT:	REPORT ISSUED
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10. Report 2014-203

Assessor

Assessor report
September 2014

- Attended Proserve OARS informational presentation for western New York Assessors, held in Gettsville.
- Worked on 2015 IVP applications before State closed Assessor access for updates.

RESULT:	REPORT ISSUED
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11. Report 2014-204

Building Inspector/Code Enforcement Officer

			Town of Porter			
			Sept. Permits			
Doc #	Date	Owner	Type	Location	Value	Fee
073-14	9/2	S Mooney	Shed	2407 Lake	1,500	25
074-14	9/9	J Poole	Alt	425 Dansworth	3,000	50
075-14	9/9	T Krupa	Add	768 Blairville	10,000	100

076-14	9/9	B Martin	I G P	403 Glengrove	44,000	50
077-14	9/10	D Boland	Shed	391 Brentwood	2,000	25
078-14	9/10	C Boos	Fence	Balmer Rd	20,000	25
079-14	9/15	C Carrigan	Pole Barn	1528 Y-W Rd	12,000	50
080-14	9/16	R Sanders	Porch	2137 Lake	2,000	25
081-14	9/18	N Cristiano	Pole Barn	843 Lockport	55,000	50
082-14	9/22	H Kazulak	Shed	1007 Meadow	1,400	25
083-14	9/24	M McCabe	Rec Pond	2348 lake	0.00	100
084-14	9/26	Melrose MHP	Demo	999 Balmer	0.00	25
085-14	9/30	A Gaeta	Pole Barn	Lake	12,000	50

	Total	162,900	600
YTD	Total	2,901,410	5,925

BUILDING DEPARTMENT REPORT: September 2014

- Building permits issued as per the report
- Periodic progress inspections on ongoing construction projects throughout the Town
- Prepared materials for and attended the Planning Board and Zoning Board of Appeals
- Pursued Zoning code violations and issued the Supervisor 'Complaints Report' for the month of August 2014
- Attended Court for several Zoning Code infractions
- Completed Census building reports
- Attended meeting of Niagara Frontier Building Officials
- Completed Niagara County Hazard Mitigation assessment forms

RESULT:	REPORT ISSUED
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12. Report 2014-205

Highway

10/14/2014

Department of Public Works Monthly Report for September 2014

Highway Department:

1. Completed monthly brush pickup. Final town wide brush pickup will be Monday November 3rd and Tuesday November 4th.
2. Completed 4 culvert installations: Walnut Lane, Dickersonville Rd. Lutts Rd and Lake Rd.
3. Installed blacktop patch over cross culvert on Riverview Drive.
4. We have started mulch deliveries; will continue until the list is completed.

Drainage Department:

1. Drainage mowing is approximately 99% complete, will try to finish if weather allows.

Water and Sewer Department:

1. Completed monthly meter reading.
2. Received results of August Stage 2 water testing, readings are normal.
3. Completed rebuilding of 2 fire hydrants and trimming of all fire hydrants.
4. Completed repairs to a water main leak on Youngstown-Wilson Road.
5. Discovered a leak in the riser of the Balmer Road Water Tower, I have contacted Amstar regarding emergency repairs.

Highway Garage Roof Project:

Grove Roofing has completed the installation of the new roof, waiting on CRA to schedule close out inspection with the contractor and material supplier. We have installed a new antenna mast for our two-way radio system on the exterior wall of the garage, the radio tech should be out shortly to install the new antenna and cable.

Electronics Recycling:

I have received a letter from Sunking stating that they can no longer accept cathode ray tubes (old TV's and computer monitors etc.) for free. They will be charging \$.20 per pound for pickup and disposal of these devices. Our last load was 5,430 lbs; the fee would have been \$1086.00. The Village of Lewiston has discontinued its electronics recycling program due to the fees involved. What is the pleasure of the board regarding our program? I have been contacted by people from the surrounding area about disposing of there e-waste.

NO Parking at Fort Niagara Beach:

I have looked at the parking situation in the area and it would appear that all residences could have parking off the ROW. The Winter Parking Ordinance states No Parking on Any Roads in the town between the hours of 12:00 AM to 8:00 AM November 1st to April 1st. This would preclude any parking in the areas in question during that time period. I would recommend that the **No Parking** in those areas be left in place.

Respectfully submitted,
Scott B. Hillman
Superintendent of Highways

There was discussion about the Balmer Road water tower leak. The leak is in the riser about 86 feet up, Amstar will fix the leak and encapsulate the pipe. Supervisor Wiepert: this can be declared an emergency repair and the \$19,800 needed to repair the leak would come out of reserve.

The Town Board approved \$19,800 for an emergency repair for the Balmer Road water tower. Motion was made by Councilman White and seconded by Councilman Baia, all were in favor, the motion carried.

The board discussed what to do about the electronic recycling. If we take the service away we are going to see TV's put out along the roadside. Supervisor Wiepert spoke to Dawn Timms from Niagara County, she e-mailed him a sheet from Electronic Recyclers International, Inc. The minimum requirement is 20,000-lbs per 53 foot trailer to avoid additional fees. According to the data she has from Porter, it appears as if three tractor trailer loads would satisfy demand. The board will do more research on this before any decision is made.

Superintendent Hillman received a letter from the DEC regarding the recycle grant for the truck they purchased in 2012. Grant Writer Rotella is redoing the application, it will probably get funded. The potential is there to get \$8,800 for the truck. Scott will talk to Bernie.

RESULT:	REPORT ISSUED
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13. Resolution 2014-111

Electronic Recycling

Reslove

RESULT:	WITHDRAWN
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14. Report 2014-206

Justice Revenue

JUSTICE FINES 2014

01-1000.2610

	<u>GROSS REVENUE</u>	<u>DISTRIBUTION</u>	<u>NET REVENUE</u>
JANUARY	3,058.00	(1,348.00)	1,710.00
FEBRUARY	2,835.00	(1,815.00)	1,020.00
MARCH	4,100.00	(1,945.00)	2,155.00
APRIL	4,833.50	(3,018.50)	1,815.00
MAY	4,300.00	(2,265.00)	2,035.00
JUNE	3,046.00	(1,501.00)	1,545.00
JULY	4,344.00	(2,912.00)	1,432.00
AUGUST	5,102.50	(2,837.50)	2,265.00

SEPTEMBER			0.00
OCTOBER			0.00
NOVEMBER			0.00
DECEMBER			0.00
	31,619.00	(17,642.00)	13,977.00

RESULT:	REPORT ISSUED
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15. Report 2014-207

Engineer

Engineer Amico will talk to Engineer Britton about the two (2) ongoing projects, the highway garage and Harrison Lane.

RESULT:	REPORT ISSUED
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16. Report 2014-208

Attorney

No report

RESULT:	REPORT ISSUED
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17. Report 2014-209

Grant Writer

Grants Status Report:

Projects we are currently working on:

- **NYS Archives was awarded:** Approximately \$24,000 was awarded for the development of the records storage room.
- **Traffic sign reimburse has been submitted.** We have a balance of over \$7,000 to re purpose. The proposed activities to spend this money is to setup a Bike Helmet program followed with coloring books for kid safety (example Halloween Safety)
- **URGENT: LWRP:** Still need a committee
- **FEMA:** No update on the opening of the grant, we anticipate within the month

Supervisor Wiepert: We still need a committee for the LWRP, I don't know where the Planning Board is on it.

RESULT:	REPORT ISSUED
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18. Report 2014-210

Correspondance

Supervisor Wiepert received a letter from Planning Board member Tom Oddy. He will serve out his current term and then end his duties as a planning board member on 12/31/2014. Tom wrote: "It was an honor to be selected as a Town of Porter Planning Board member and it was a privilege to serve. I have learned much and have enjoyed my time on the Planning Board. Thank you for the opportunity.

RESULT:	REPORT ISSUED
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19. Report 2014-211

Calendar of Events

Budget Work Session	Oct 20 th	Porter Town Hall - 7 pm
Town Wide Tire Day	Oct 25 th	Ransomville Fire Hall - 8 am - 2 pm
Budget Work Session	Oct 27 th	Porter Town Hall - 7 pm
Halloween	Oct 31 st	5 pm - 7:30 pm
Budget Public Hearing	Nov 3 rd	Porter Town Hall - 7 pm

ELECTION DAY	Nov 4 th	6 am - 9 pm
Planning Board	Nov 6 th	Porter Town Hall - 7 pm
Town Board Work Session	Nov 10 th	Porter Town Hall - 6 pm
Town Board Meeting	Nov 10 th	Porter Town Hall - 7 pm

RESULT:	REPORT ISSUED
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20. Report 2014-212

Town Board Comments

Councilman White: The park committee has approximately \$89,000 in greenway funds left after spending \$66,000 on playground equipment. We're looking to build a smaller pavilion located near the bathrooms. We've talked to EG Engineers & Designs in Lockport who will to assist us in getting the specifications for the building. He thinks we can build an enclosed pavilion that is 30x40 with garage doors on north and south sides and keep us within our budget. Waiting to hear back from them.

Issued a request for the greenway signs that we are required to have posted in the park. Budgeted about \$10,000 for the signs. Money comes out of greenway funds.

Like to go out for bids for five (5) building in the park that need new roofs. Need to get at least 3 quotes. They're getting in really bad shape and need to be replaced.

Bought a sonic type bird repellent last year and installed it this spring. It didn't work that well, so I called the company and they agreed to reimburse us. We sent it back in May or June, but so far we haven't been reimbursed yet. They're looking into it.

With no further business to discuss, the regular meeting of the Porter Town Board adjourned at 7:57 PM. A Motion was made by Councilman Baia and seconded by Councilman Fleckenstein, all were in agreement, motion carried.

RESULT:	REPORT ISSUED
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