



Town of Porter

Town Board Meeting

3265 Creek Road
Youngstown, NY 14174
TownofPorter.Net

~ Minutes ~

Barb Dubell
716-745-3730

Monday, December 8, 2014

7:00 PM

Town Hall Auditorium

I. Call to Order

7:00 PM Meeting called to order on December 8, 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	
Barb Dubell	Town of Porter	Town Clerk	Present	
Kara Hibbard	Town of Porter	Deputy Town Clerk	Present	
Mike Dowd	Town of Porter	Attorney	Present	
Scott Hillman	Town of Porter	Highway Superintendent	Present	
Roy Rogers	Town of Porter	Code Enforcement Officer	Present	
Norm Ault	Town of Porter	Bookkeeper	Present	
Susan Driscoll	Town of Porter	Assessor	Present	

II. Public Comments

1. Report 2014-251

Public Comments

Rita Wingo, 1828 Lockport Road, came before the board to complain about the house next door, 1830 Lockport Road, that has been an ongoing problem for a number of years. She has, on previous occasions, talked to the board and to the Building Inspector about the debris and junk that is all over the property and the condition of the house. She has had rodents on her property and has had problems getting out of her driveway due to the vehicles parked on the front lawn that block her view. She can't sell her house due to the deplorable condition of the house and property next door. Councilman White commented that this has been a problem for over 25 years, nothing has ever been done. It's never been cleaned up according to the town building codes. The Building Inspector was instructed by the board to go out and inspect the property and issue the necessary violations.

Councilman Fleckenstein brought up the Balmer Road property. It also needs to be cleaned up due to the vehicles and debris on the property. The building inspector will check out the property.

RESULT:	REPORT ISSUED
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III. Reports/Resolutions

1. Resolution 2014-125

Minutes Approval

Resolution to approve the minutes of the November 10, 2014 work session and the regular meeting of the Porter Town Board. Also approved the special insurance meeting held on November 17, 2014.

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

2. Resolution 2014-126

Payment of Audited Vouchers

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

TOWN OF PORTER

WARRANT: POST AUDIT - NOV, 2014 11/30/14

FUND	01	12,046.86
FUND	02	68.42
FUND	04	6,575.45
FUND	06	2,108.98
FUND	07	1,413.88
TOTAL		<u>22,213.59</u>

VOUCHER 'S 20269 THRU 20288

WARRANT: # 12 DECEMBER, 2014 12/8/14

FUND	01	13,452.18
FUND	02	11,400.84
FUND	04	35,520.54
FUND	06	795.00
FUND	07	1,095.19
FUND	10	919.24
FUND	36	171.93
TOTAL		<u>63,354.92</u>

VOUCHER 'S **20289** **THRU** **20346**
TOTAL **85,568.51**

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

3. Report 2014-238

Town Clerk

Collections for November:

Water: \$18,721.03
Sewer: \$55,470.69
Town Clerk Fees: \$ 616.48

Received two (2) bid proposals for the replacement of six (6) roofs on buildings at Porter on the Lake.

M.G. White Siding & Roofing Company submitted a bid proposal for \$21,350.00.

G.B. Construction submitted a bid proposal for \$13,210.00.

RESULT:	REPORT ISSUED
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4. Resolution 2014-128

P. O. T. L. . Roofing Project

Resolution to award the contract to repair the roofs at the Porter-on-the-Lake Town Park to G.B. Construction in the amount of \$13,210.00 and authorize the Supervisor to sign all required documentation.

A Resolution to accept the change order for G.B. Construction who bid for shingles but is putting a membrane on the flat roof. There will be a no cost change order to clarify.

Motion to accept the change order was made by Councilman Baker and seconded by Councilman White. All board members were in agreement, the motion passed.

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

5. Report 2014-249**Supervisor's Report**

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

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

October Sales Tax: \$100,894.57. We are now \$4,629.21 greater than 2013 thru October.

RESULT:	REPORT ISSUED
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6. Resolution 2014-127**Acceptance of Supervisor's Report**

Resolution to accept the Supervisor's report for the November 10, 2014 meeting.

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

7. Report 2014-239**Bookkeeper**

Bookkeeper's Monthly Report - November, 2014

Completed processing all November, 2014 Vouchers & Journal Entries.

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

Completed bi-weekly & monthly payrolls.

Completed check registers for all check payments.

Working on Year End and Organizational Meetings

Need a resolution setting up the Year End meeting for Tuesday, December 30th @ 3:00 PM, and the Organizational Meeting for Monday, January 5th @ 3:00 PM.

Need a resolution setting a Public Hearing to increase monthly sewer rates, for Monday, January 5th @ 3:00 PM.

Need a resolution to set the 2015 floating holiday to be Friday, January 2nd, 2015.

RESULT:	REPORT ISSUED
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8. Resolution 2014-129

Meeting's Set Up

Resolution to set the Town Board Year-End Meeting for Tuesday, December 30th @ 3:00 pm and the Town Board Organizational Meeting for 2015 for Monday, January 5th @ 3:00 pm.

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

9. Resolution 2014-130

Public Hearing

Resolution to set a Public Hearing to set the 2015 Sewer Rates for Monday, January 5th @ 3:00 pm

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

10. Resolution 2014-131**Set 2015 Floating Holiday**

Resolution to set the 2015 floating holiday for January 2nd .

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

11. Report 2014-240**Recreation**

DATE: December 2, 2014

RE: November 2014 Recreation Report

- The storage trailer has been moved back to the Highway Department; all equipment is currently being stored inside Stevenson Elementary.
- We are looking into expanding our program to include an adult computer class in January at Stevenson Elementary. Also, perhaps a morning program for children to be held during the week of February break.
- Tai Chi and Yoga continue to be held at the Cora Gushee Room in the Youngstown Red Brick School.
- Story Hour continues at both the Youngstown and Ransomville Libraries.
- We request that the Town Board approve transferring all remaining Recreation monies into our Reserve at the end of the year.
- Upcoming dates for 2015: Easter Egg Hunt, Saturday, March 28th at Stevenson.
- Our next meeting is Monday, January 5, 2015.

RESULT:	REPORT ISSUED
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12. Report 2014-241**Building Inspector/Code Enforcement Officer****TOWN OF PORTER****NOVEMBER 2014 - BUILDING PERMITS**

No.	Date	Owner	Type	Location	Value	Amt.
094-14	11/5	B. Aiduk	Garage	3337 Creek Rd	\$23,000	\$ 50
November Total					\$23,000	\$ 50
Y.T.D. Totals					\$2,964,680	\$6,275

BUILDING DEPARTMENT REPORT: November 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 prepared materials for Zoning Board of Appeals
- Pursued Zoning code violations and issued the Supervisor 'Complaints Report' for the month of November 2014
- Attended Court for several Zoning Code infractions
- Completed Census building reports
- Attended meeting of Niagara Frontier Building Officials
- Reviewed Niagara County Hazard Mitigation assessment forms
- Drafted response to DEC regarding clay mining.

RESULT:	REPORT ISSUED
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13. Report 2014-243**Highway**

Department of Public Works
Monthly Report for November 2014

Highway Department:

1. We were called out to plow and salt 8 times.
2. We have received 300 tons of Treated Salt.

3. Harrison Lane Project: We have filled in the worst of the pot holes with stone and anticipate installing new drainage culvert as long as the weather will allow.
4. The Christmas Wreaths and Banners have been installed in Ransomville with assistance from the Town of Wheatfield.

Water and Sewer Department:

1. Completed the monthly meter readings.
2. Working on Hydrant Maintenance Inventory.

Respectfully submitted,

Scott B. Hillman

Superintendent of Highways

RESULT:	REPORT ISSUED
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14. Report 2014-242

		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	5,597.00	(2,187.00)	3,410.00
OCTOBER	4,484.50	(2,164.50)	2,320.00
NOVEMBER			0.00
DECEMBER			0.00
	<u>41,700.50</u>	<u>(21,993.50)</u>	<u>19,707.00</u>

RESULT:	REPORT ISSUED
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15. **Report 2014-244**

Engineer

Engineering Report

December 2014

General Engineering Support

- Minor subdivision/drainage review completed for Thomas Etopio, 664 Blairville Road, Youngstown
- Attended December 4, 2014 Planning Board Meeting

Harrison Lane - Private to Public Roadway Dedication

- Construction activities underway.
- CRA to provide survey stake-out support services as needed
- CRA coordinating with National Grid for relocation of Power Poles. Schedule and cost estimate pending review by NG

Highway Garage - Roof Replacement CIP

- Construction completed (within schedule and under construction budget)

Engineering Support (future)

Water Tank rehabilitation: (March 2013) CRA developed a budgetary cost estimate to replace the existing water tanks (Ransomville, Balmer) with a single tank at the Balmer Road site. Aquastore prepared an updated cost estimate on May 02, 2014.

NEXT STEPS:

- a) Meet with the Health Department to review goals;
- b) Complete limited hydraulic study and prepare Engineering Report for NCHD;
- c) Prepare preliminary design

RESULT:	REPORT ISSUED
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16. **Report 2014-245**

Attorney

none

RESULT:	REPORT ISSUED
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17. Report 2014-246**Grant Writer****Grants Status Report:****Projects we are currently working on:**

- **NYS Archives was awarded:** A vendor off of the NYS Archives Preferred Vendor List will be contacted to begin the process of the improvements and an inventory of cabinets will be ordered. Approximately \$24,000 was awarded for the development of the records storage room. A meeting needs to be set to discuss work plan and begin process. Town has received 50% of the award to date.
- **DOT:** Reimbursement will be submitted for the balance of \$7,000 from the Safety Beacon project. The reimbursement should be within 30 days.
- **LWRP:** Still need a committee chairperson for this project. We meet with Renee Parson from NYS Coastal Resources on November 12th to "launch" the project.
- **NYS DEC:** Application is complete pending Town's review of the application. The reimbursement is 50% for the Dump Truck, which is \$88,500.00. Application was submitted on November 25th.
- **Upcoming projects:**
 - EFC: Water Tower
 - NYS Archives
 - NYS parks (Continuation of the POL)

RESULT:	REPORT ISSUED
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18. Report 2014-247**Correspondance**

None to report

RESULT:	REPORT ISSUED
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19. Report 2014-250**Calendar of Events**

Zoning Board Meeting	December 18th	Town Hall p 7:30 pm
Christmas Holiday	December 25 TH & 26 TH	Town Offices Closed
Year End Meeting	December 30th	Town Hall - 3:00 pm

2015

New Year's Day	January 1 st @ 2 ND	Town Offices Closed
Organizational Meeting	January 5th	Town Hall - 3:00 pm
Planning Board	January 8 th	Town Hall - 7:00 pm
Town Board Work Session	January 12 th	Town Hall - 6:00 pm
Town Board Meeting	January 12 th	Town Hall - 7:00 pm

RESULT:	REPORT ISSUED
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20. Report 2014-248**Town Board Comments**

The regular meeting of the Porter Town Board was adjourned at 7:50 PM. Motion to adjourn was made by Councilman Baker and seconded by Councilman White. Motion carried.

Barb DuBell
Town Clerk

RESULT:	REPORT ISSUED
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