



Town of Porter
Town Board Meeting
 ~ Agenda ~

3265 Creek Road
 Youngstown, NY 14174
TownofPorter.Net

Barb DuBell
 716-745-3730

Monday, February 13, 2017

7:00 PM

Town Hall Auditorium

I. Call to Order

7:00 PM Meeting called to order on February 13, 2017 at Town Hall Auditorium, 3265 Creek Rd., Youngstown, NY.

Attendee Name	Present	Absent	Late	Arrived
Supervisor Mert Wiepert	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Deputy Supervisor Jeff Baker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Councilman Thomas Baia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Councilman Larry White	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Councilman J. Duffy Johnston	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Town Clerk Barb DuBell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Deputy Town Clerk Kara Hibbard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

II. Resolutions/Reports

1. **Resolution 2017-23**
Minutes Approval
2. **Resolution 2017-24**
Audited Vouchers
3. **Resolution 2017-25**
Acceptance of Supervisor's Report
4. **Report 2017-34**
Supervisor's Report
5. **Resolution 2017-29**
Appoint Zoning Board Chairman
6. **Resolution 2017-32**
Virtual Towns & Schools Official Town Website
7. **Report 2017-21**
Town Clerk
8. **Report 2017-22**

Bookkeeper

9. Report 2017-23

Recreation

10. Report 2017-51

Tax Collector

11. Report 2017-25

Building Inspector/Code Enforcement Officer

12. Report 2017-24

Assessor

13. Report 2017-27

Highway

14. Resolution 2017-34

NYS Assoc. of Towns Supts Advocacy Day

15. Resolution 2017-30

Utility Work Agreement

16. Resolution 2017-31

Beacon Software & Orion Transponders

17. Resolution 2017-33

Set Public Hearing

18. Report 2017-28

Engineer

19. Report 2017-29

Attorney

20. Report 2017-30

Grant Writer

21. Report 2017-31

Correspondance

22. Report 2017-35

Calendar of Events

23. Report 2017-32

Public Comments

24. Report 2017-33

Town Board Comments



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2017-23

Meeting: 02/13/17 07:00 PM

Minutes Approval

Resolution to approve the minutes of the January 9, 2017 Work Session and Town Board Meeting.



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2017-24

Meeting: 02/13/17 07:00 PM

Audited Vouchers

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



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2017-25

Meeting: 02/13/17 07:00 PM

Acceptance of Supervisor's Report

Resolution to accept the Supervisor's Report for January 2017.



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2017-34

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Supervisor's Report

Supervisor's Monthly report for January 2017 was distributed to all Town Board members.



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2017-29

Meeting: 02/13/17 07:00 PM

Appoint Zoning Board Chairman

Resolution to appoint Irene Myers as the Zoning Board Chairman.



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2017-32

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Virtual Towns & Schools Official Town Website

Resolution to make Virtual Towns & Schools the official website for the Town of Porter.



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2017-21

Meeting: 02/13/17 07:00 PM

Town Clerk

Water	\$28,074.56
Sewer	\$18,201.03
Clerk Fees	\$699.42



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2017-22

Meeting: 02/13/17 07:00 PM

Bookkeeper

Completed processing all January 2017 Vouchers & Journal Entries.

Prepared Supervisor's Monthly report for January 2017 and distributed it to the Supervisor and Town Board members.

Completed bi-weekly and monthly payroll.

Completed check registers for all check payments.

New York State training for bookkeeper Mary Siegrist: \$85.00

Pay Norm Ault consulting fee for the month of January 2017: \$1,132.50

Norm Ault is finishing yearend report for 2016.



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2017-23

Meeting: 02/13/17 07:00 PM

Recreation

TO: Town of Porter Town Board

FROM: Recreation Commission

DATE: February 8, 2017

RE: Recreation Report

- We request the following appointments be approved:

Assistant Recreation Director, effective 2/14/17, at the pro-rated budgeted salary:

Timothy Shippy
739 Lockport Street
Youngstown, NY 14174

Recreation Commissioner, to fulfill the term of George Mayer, through December 31, 2019:

Karen Jordan
3657 Ransomville Road
Ransomville, NY 14131

- The Saturday Kids' Karate Class will be held at the Youngstown Village Center Gym on February 4th. This is the last Saturday session; the program will resume during Summer Recreation.
- The Safer Self will be held at the Youngstown Village Center on Tuesday, March 7th and Tuesday, April 4th, at 6:00pm.
- The Story Hour Program continues in the Youngstown Library on Tuesdays and in the Ransomville Library on Wednesdays at 9:30 and 11:00am.
- The Saturday Story Hour Program will not be held in February, due to the scheduled Book Sale at the Ransomville Library. It will resume on Saturday, March 11, 2017 at 10:00am.
- Tai Chi continues on Wednesdays at 1:00pm and Yoga continues on Wednesdays at 6:30pm. Both programs are held in the Cora Gushee Room at the Youngstown Village Center.
- Our next meeting dates will be Monday, February 6th and Monday, March 6th, 2017 at 7:00pm.



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2017-51

Meeting: 02/13/17 07:00 PM

Tax Collector

Dear Supervisor Wiepert and Town Board Members:

RE: 2017 TOWN/COUNTY COLLECTIONS

Paid Supervisor Wiepert the amount of \$1,316,876.83 in settlement as per warrant the Town's share of the 2017 Town/County taxes.

A payment of \$3,200,000.00 will be made to the Niagara County Treasurer before February 15, 2017 as partial settlement of County monies owed per 2017 warrant.

The Tax Collector's account has \$3,295.41.11 as of February 8, 2017. This represents all payments collected to date.

Of the 3473 bills owed-I collected 2995 from January 3 to January 31, 3017.

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



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2017-25

Meeting: 02/13/17 07:00 PM

Building Inspector/Code Enforcement Officer

Permit Monthly Report January
2017

<u>Document #</u>	<u>Issue Date</u>	<u>Owner</u>	<u>Type</u>	<u>Property Location</u> <u>SBL</u>	<u>Valuation</u>	<u>Amount</u>
January						
001-17	1/10/2017	Heritage Rans.	Commercial	3509 Ransomville Rd 62.10-1-5	\$300,000.00	\$50.00
002-17	1/31/2017	Laurence Elia	Demolition	3115 Beech Ave 45.32-1-36	\$0.00	\$25.00
January					\$300,000.00	\$75.00
Total					\$300,000.00	\$75.00
Y.T.D.					\$300,000.00	\$75.00



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2017-24

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Assessor

ASSESSOR'S REPORT

January 2017

Processed December deed transfers.

Prepared and mailed Disabled Low Income exemption renewal applications for 2017.

Began processing IVP 'undecided's for 2017 roll.

Began receiving and processing Aged Low Income Senior's exemption renewals for 2017 roll.

Attended meeting on Town of Porter GIS web map update.

6 onsite field inspections.

Continued to process building permits for 2017 roll.

Collected deed transfer and bank code changes from Niagara County ORPTS.

December 2016 sales of note, which will have a negative effect on our LOA going forward:

-	614 Second Street	TAV \$84,500	Sales Price \$118,000
-	650 Main Street	TAV \$205,000	Sales Price \$270,000
-	381 Howard Drive	TAV \$158,300	Sales Price \$206,400
-	923 Balmer Road	TAV \$84,000	Sales Price \$156,000



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2017-27

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Highway

Department of Public Works

Monthly Report for January 2017

Highway Department:

1. Called out to plow and salt 10 times.
2. Received and stored 120 tons of Caliber mixed salt.
3. Completed collection of Christmas trees for recycle.
4. Completed road sign inventory.
5. We shipped 10 pallets of electronics for recycle.
6. Completed cleaning of light diffusers and bulb replacement of all lights in main highway garage.

Water and Sewer Department:

1. Completed monthly meter reading.
2. Completed update of GIS training with Wendel Engineers.
3. Completed first quarter collection of water samples for DBP testing.
4. Resolution authorizing the NYSDOT to move a section of the water main involved with their Large Culvert Replacement project on RT 93 west of Porter Center Rd.
5. I would like a board resolution authorizing the purchase of the following:
6.

a.) Upgrade of the Water Billing program from the obsolete Connect Program to the new Beacon Program.	\$9400.00
b.) Purchase of 485 M25 Orion transponders	\$61250.00
c.) Purchase of 15 M40 Orion transponders	\$2144.40
Total purchase cost	\$72795.00

I have inquired to see if Lock City Supply is the Sole Source Supplier of the Badger equipment in the area and have received a letter from Badger Meter stating that that is the case.

Highway Supt. Hillman: We applied for a grant through Dawn Timm, for Niagara County Recycling to recover some of the costs associated with the disposing of the recycling. We haven't heard anything back yet, it's in the works.



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2017-34

Meeting: 02/13/17 07:00 PM

NYS Assoc. of Towns Supts Advocacy Day

Resolution to permit Highway Superintendent, Scott Hillman, to attend the new York State Association of Town Superintendent of Highways Advocacy Day in Albany on March 7th and 8th, 2017.



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2017-30

Meeting: 02/13/17 07:00 PM

Utility Work Agreement

Resolution Granting the State of New York Authority to Perform the Adjustment for the Owner and Agreeing to Maintain Facilities Adjusted Via State-let-Contract

WHEREAS, the New York State Department of Transportation proposes the construction, reconstruction, or improvement of LARGE CULVERT REPLACEMENT AND REHABILITATION VARIOUS ROUTES OVER VARIOUS FEATURES ERIE AND NIAGARA COUNTIES , PIN 5811.83 in the Town of Porter located in Niagara County , PIN 5811.83, and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above mentioned project the adjustment of utilities pursuant to Section 10, Subdivision 24, of the State Highway Law, as shown on the contract plans relating to the project and meeting the requirements of the owner, and

WHEREAS, the service life of the relocated and or replaced utilities has not been extended, and

WHEREAS, the State will provide for the reconstruction of the above mentioned work, as shown on the contract plans relating to the above mentioned project.

NOW, THEREFORE,

BE IT RESOLVED: That the Town of Porter approves of the work to be done and the above mentioned work performed on the project and shown on the contract plans relating to the project and that the Town of Porter will maintain or cause to be maintained the adjusted facilities performed as above stated and as shown on the contract plans.

BE IT FURTHER RESOLVED: that Merton Wiepert has the authority to sign, with the concurrence of the Town of Porter town board, any and all documentation that may become necessary as a ret of this project as it relates to the Town of Porter, and

BE IT FURTHER RESOLVED: That the clerk of the Town of Porter is hereby directed to transmit five (5) certified copies of the foregoing resolution to the New York State Department of Transportation.

Moved By: Councilman Baia

Seconded By: Councilman Baker

Vote: Councilman Johnston, Supervisor Wiepert & Councilman White

I, Barbara DuBell duly appointed and qualified, do hereby **CERTIFY** that the foregoing resolution was adopted at a meeting duly called and held in the office of the Town of Porter, a quorum being present on the 13th day of February 2017, and said copy is a true, correct and compared copy of the original resolution so adopted and that the same has not been revoked or rescinded.

WITNESSETH, my hand and seal this 14th day of February 2017.

Resolution 2017-30

Meeting of February 13, 2017

Barbara DuBell, Town Clerk



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2017-31

Meeting: 02/13/17 07:00 PM

Beacon Software & Orion Transponders

Resolution to approve the purchase of Beacon Software and Orion Transponders
at a cost of \$72,795.00.

“Pending Funding”



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2017-33

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Set Public Hearing

Public Hearing to transfer money for the purchase of Beacon Software and Orion Transponders.



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2017-28

Meeting: 02/13/17 07:00 PM

Engineer

TOWN OF PORTER Engineering Report February 2017

1. General Engineering Support

- Completed revised report for the hydraulic model evaluation for water tank replacement to include waterline replacements on January 23.
- Completed one site plan review/letter (Thomas O'Connor at 2234 Lake Road) for minor subdivision on January 31.



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Attorney

none



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2017-30

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Grant Writer

Grants Status Report

Projects we are currently working on:

LWRP: We had a kick off meeting with Renee Parson (over the phone) and the committee outlined the boundary map, reviewed what should be inventoried of the LWRP. Next meeting scheduled for February 23, 2017. This meeting will set the boundary map, and begin property & resource inventory.

Greenway: Submitted reimbursement request for \$37,500 for 2 new pavilions. The balance of our Greenway funding is \$51,500.

EFC Drinking Water Grant: The next round of the EFC drinking water is scheduled for April 2017. Between now and then we will upload the project into the IUP for the 2017-2018 listing. The annual list Closes Sept of each year. Will keep the board updated as we GHD closer to that date.

- Project will include GHD's engineering model
- Listing will include the entire project area
- Project cost \$5,800,000



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Correspondance

report



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2017-35

Meeting: 02/13/17 07:00 PM

Calendar of Events

Presidents' Day	Monday, February 20 th - TOWN HALL CLOSED	
Zoning Board Meeting	Thursday, February 23 rd @ 7:00 PM	Town Hall
Planning Board Meeting	Thursday, March 2 nd @ 7:00 PM	Town Hall
Town Board Meeting	Monday, March 13 th @ 7:00 PM	Town Hall



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2.23

2017-32

Meeting: 02/13/17 07:00 PM

Public Comments

Tim Adamson: Question Superintendent Hillman about the CHIPS funding Advocacy Day. Wanted to know if the Village Highway Superintendents could attend.

Hwy. Supt. Hillman advised him that they can attend.



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2017-33

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Town Board Comments

Supervisor Wiepert: The board members have all received the resumes from the applicants for the zoning board position. They are going to review them and when they are ready we will do interviews and proceed from there. There are four (4) people on the zoning board right now so there no need to fill the position quickly.

Motion to adjourn the regular meeting of the Porter Town Board was made by Councilman Baker and seconded by Councilman White.

Meeting adjourned at 7:27 PM.