



Town of Porter

Town Board Meeting

~ Agenda ~

3265 Creek Road
Youngstown, NY 14174
TownofPorter.Net

Kara Hibbard
716-745-3730

Monday, February 11, 2019

7:00 PM

Town Hall Auditorium

I. Call to Order

7:00 PM Meeting called to order on February 11, 2019 at Town Hall Auditorium, 3265 Creek Rd., Youngstown, NY.

Attendee Name	Present	Absent	Late	Arrived
Supervisor J. Duffy Johnston	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Deputy Supervisor Jeff Baker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Councilman Larry White	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Councilman Irene Myers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Councilman Tim Adamson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Town Clerk Kara Hibbard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Bookkeeper Mary Siegrist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

II. Resolutions/Reports

III. Resolutions

- Resolution 2019-31**
Minutes Approval
- Resolution 2019-32**
Audited Vouchers
- Resolution 2019-33**
Acceptance of Supervisor's Report
- Resolution 2019-27**
Culvert Replacement
- Resolution 2019-29**
Western New York Volunteer Fireman's Association
- Resolution 2019-30**
Assessor Resignation
- Resolution 2019-34**
UniFirst Contract 2019

IV. Reports

- 1. Report 2019-18**
Supervisor's Report
- 2. Report 2019-16**
Bookkeeper
- 3. Report 2019-15**
Town Clerk
- 4. Report 2019-14**
Assessor
- 5. Report 2019-20**
Building Inspector/Code Enforcement Officer
- 6. Report 2019-19**
Highway
- 7. Report 2019-17**
Recreation
- 8. Report 2019-21**
Attorney
- 9. Report 2019-24**
Grant Writer
- 10. Report 2019-25**
Calendar of Events
- 11. Report 2019-22**
Public Comments
- 12. Report 2019-23**
Town Board Comments



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2019-31

Meeting: 02/11/19 07:00 PM

Minutes Approval

Resolution for Minutes Approval for the January 14th, 2019 Town Board meeting



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2019-32

Meeting: 02/11/19 07:00 PM

Audited Vouchers

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



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2019-33

Meeting: 02/11/19 07:00 PM

Acceptance of Supervisor's Report

Resolution to accept the Supervisor's report from the January 14th, 2019 meeting.



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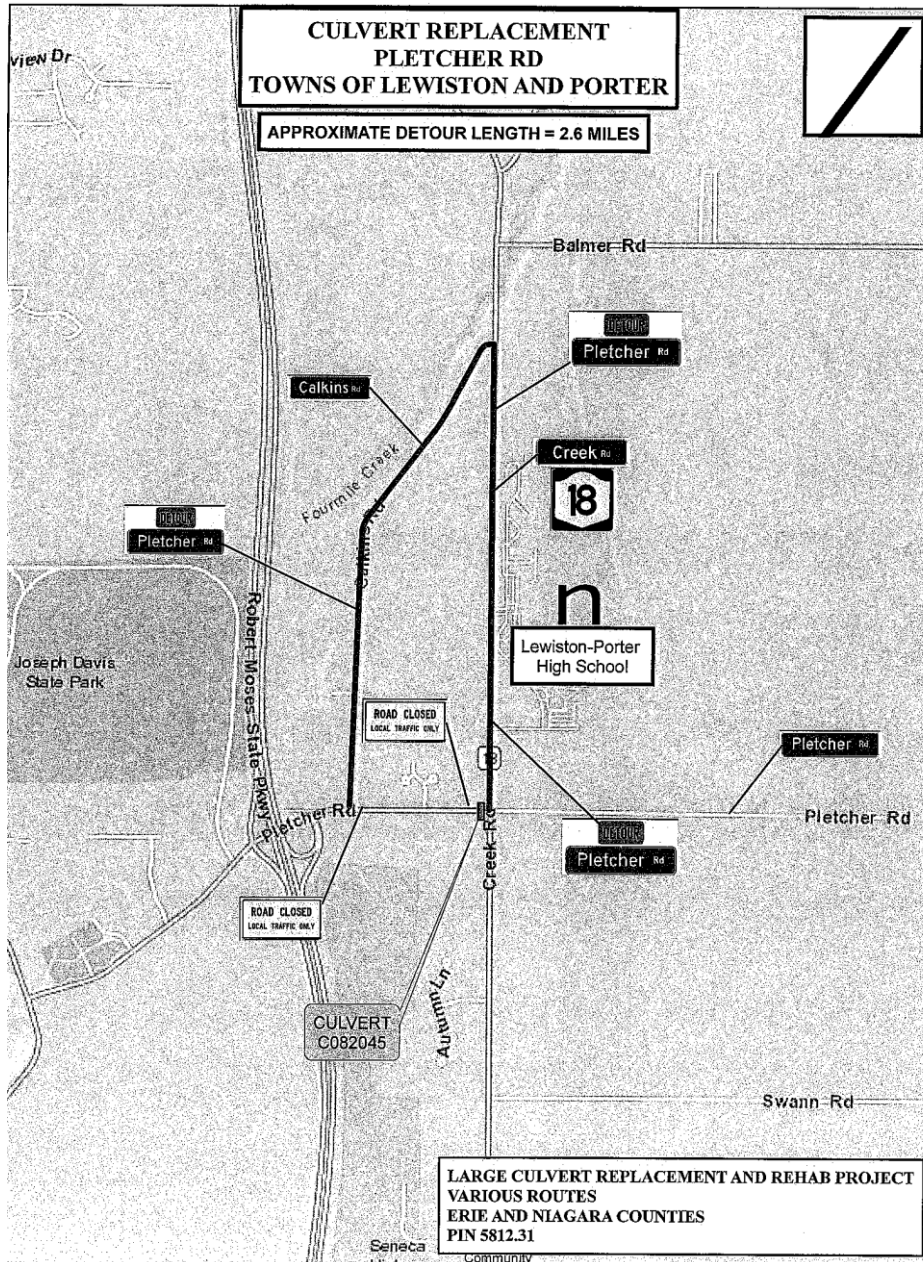
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2019-27

Meeting: 02/11/19 07:00 PM

Culvert Replacement

Concrete culvert replacement on Pletcher Road. Portion of Pletcher rd. will be closed between Creek and Calkins rd. The proposed detour route will be approximately 2.6 miles and divert traffic along NY Route 18 (Creek rd.) then west/south along Calkins rd. to return to Pletcher rd. The detour is expected to be in place for approximately 3 weeks starting on March 28, 2019. During construction activities, access will be maintained at all times for local traffic.





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2019-29

Meeting: 02/11/19 07:00 PM

Western New York Volunteer Fireman's Association

The Cambria Volunteer Fire Company is hosting the 120th WNYVFA Convention this year. In the past, the Town of Porter has allowed the use of their equipment which provided power to tent city and the campers that attended.

They would like to formally request the use of our equipment again (panels and cords) this year for their convention being held on July 25, 26 and 27th, 2019.

Board resolution needed.



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2019-30

Meeting: 02/11/19 07:00 PM

Assessor Resignation

Resolution to accept Susan Driscoll's (assessor) resignation effective February 20, 2019 and to appoint Lena Villella as acting assessor.



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2019-34

Meeting: 02/11/19 07:00 PM

UniFirst Contract 2019

Resolution to have Supervisor Johnston sign the contract with UniFirst who will be replacing Doritex Corp. regarding uniforms and interior rugs.



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2019-18

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4.1

Meeting: 02/11/19 07:00 PM

Supervisor's Report

- Attended the Niagara County waterboard meeting
- Met with Scott and Matt from Unifirst uniforms
- Went to the Senior Van dedication in Youngstown
- Attorney Dowd and I met with the Mayor of Youngstown and resolved the water/sewer issue
- Had a meeting with Mayor Lawson of Wilson and Wilson school superintendent, also attending was Ron Parent president of the North Kiwanis Club
- Met with Bryk plumbing about the records room heater

- Attended the Buffalo waterkeeper meeting.
We are setting up schooling for municipalities
- Met with the Rural Retirees for lunch and they also donated food and gift cards for the Coast Guard
- Sat down with John Shumaker of the Niagara County Assessors office
- Started working on the sponsors for Summerfest on July 20th



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2019-16

Meeting: 02/11/19 07:00 PM

Bookkeeper

1. Payroll completed for the month of January
2. Completed all monthly reports - supervisor report, retirement report.
Deposit summary
3. Met with deferred compensation
4. Working on year end
5. Change to board of Assessment Review

6. All vouchers paid for January \$ 307,024.14 paid to close yearend
\$ 91,010.35 needs approval to be paid
\$ 3980,034.49 total



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2019-15

Meeting: 02/11/19 07:00 PM

Town Clerk

- Water for the month of January was \$34,914.17
- Sewer for the month of January was \$20,089.04
- Prepared agendas and transcribed minutes for the monthly meetings and work sessions.
- Prepared and filed monthly January reports
- Attended a Deferred Compensation meeting.



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2019-14

Meeting: 02/11/19 07:00 PM

Assessor

Assessor report

January 2019

Attended and participated in meetings for Porter Planning Board, ZBA, Town Board and Niagara County Assessors Association.

On site inspections 440 Main Street and 3188 Creek Rd.

Co-ordinated Community Solar Session at Town Hall, with NYSERDA and 24 attendees.

Continued processing completed building permits into RPSV4.

Continued receiving exemption applications and renewals for 2019 roll

Worked on self-audit to prepare for State audit.

Processed December deed transfers.

Sales of note, which will affect our equalization rate going forward:

1491 Lake Road	TAV\$284,700	Sales price\$975,000
3119 Beech Ave	TAV\$32,000	Sales price\$76,000
1698 Braley Road	TAV\$167,500	Sales price\$382,000
3483 Creek Road	TAV\$89,800	Sales price\$156,950
2468 Ransomville Road	TAV\$204,000	Sales price\$295,000
3657 Ransomville Road	TAV\$68,300	Sales price\$125,000
305 Elm Street	TAV\$104,000	Sales price\$185,000



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2019-20

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Building Inspector/Code Enforcement Officer

CODE ENFORCEMENT OFFICE - MONTHLY REPORT

January 2019

- ◆ Reviewed and issued permits as per Permit Report - forwarded to the Board via email & paper copy in mail boxes. Five (5) permits have been issued for the month of January.
- ◆ Received, inspected, and issued *new* complaint/violations as per "Complaint by Type" report - forwarded to the Board via email & paper copy in mail boxes. Five (5) formal concerns have been processed.
- ◆ Completed ongoing/Follow up inspections for Open Permits and Open Violations.
- ◆ Prepared information and attended Planning Board regular meeting on January 3, 2019.
- ◆ Prepared information and attended Zoning Board of Appeals regular, meeting on January 24, 2019.
- ◆ Attended Justice/Court proceedings for issued violations on January 15, 2019.
- ◆ Attended 4 hrs., NYSERDA, Solar Training Session on January 17, 2019.
- ◆ Attended Niagara Frontier Building Officials Association monthly meeting and annual In service training for Code Enforcement Officials - 16 hrs. of Training acquired.
- ◆ Had a new mobile app installed on Tablet which works and syncs with our Desktop Software for Code Enforcement; allowing me to process in the field actions directly to our software system.

PERMIT REPORT BY TYPE

January 2019

<u>PERMIT TYPE</u>	<u>APPLICANT</u>	<u>PARCEL</u>
<u>LOCATION</u>	<u>SBL</u>	
SIGN(S):		
001-19 KYLE CLAYTON	2551 LOCKPORT RD	62.10-3-34
ACCESS RAMP:		
002-19 KYLE CLAYTON	2551 LOCKPORT RD	62.10-3-34
ALTERATION		
003-19 DAVID DECHELLIS	348 WALNUT LANE	59.14-1-8
ALTERATION:		
004-19 G. EDWARD ORITZ	2664 LOCKPORT RD	62.04-1-15
DEMOLITION OF SHED:		
005-19 E. NASHWINTER	3673 RANSOMVILLE RD	62.14-1-44

COMPLAINT BY TYPE

January 2019

<u>Complaint Type</u>	<u>Owner</u>	<u>Parcel Location</u>	<u>SBL</u>
Unpermitted construction:			
001-19	Robert Thaler	3427 Creek Road	60.00-1-3
Activity without a Permit:			
002-19	Julie Johnston	3604 Curtiss Ave.	62.10-3-21
Refuse Storage:			

004-19	Jonathan Lorence	3613 East Ave.	59.00-2-32
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Building Code Violation:

005-19	Thomas Parker	2470 Parker Road	76.06-1-39
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Unauthorized Sub-Division:

006-19	Estate of Darlene Gratz	Parkdale Drive	59.14-1-14
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2019-19

Meeting: 02/11/19 07:00 PM

Highway

2/11/19

Department of Public Works

Monthly report for January 2019

Highway Department:

1. Called out to plow and salt 14 times.
2. Received and piled 600 tons of mixed salt.
3. Cleared drains in anticipation of the warm up in the weather.
4. Continuing maintenance to all equipment.

Drainage Department:

1. Investigated several blockages in creeks, will address them as the weather permits.

Water and Sewer Department:

1. Completed monthly meter reading.
2. Completed collection of 1st quarter DBP samples.
3. Completed repairs to 4 water main breaks. 2 on River Rd and 2 on Meadow Drive.
4. Completed repairs to a service line leak on North Creek Rd.



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2019-17

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Recreation

1. The Story Hour Program continues at the Youngstown Library on Tuesday mornings and the Ransomville Library on Wednesday mornings. Class times are 9:30-10:30 and 11:00-12:00.
2. Chair Yoga continues at the Youngstown Red Brick on Tuesday mornings at 9:30am, and Yoga is offered there on Wednesday evenings at 6:30pm.
3. Yoga, Line Dancing, Hall Walking and Pickleball continue at Stevenson School in Ransomville. The schedule is:

TUESDAYS:

- * Gentle Yoga: 6:30pm - 7:30pm
- * Hall Walking: 6:30-7:30pm
- * Beginning Line Dancing: 6:30-7:30pm (**Beginning Jan. 30th**)
- * Intermediate Line Dancing: 7:30-8:30pm (**Beginning Jan. 30th**)

THURSDAYS:***

- * Pickleball: 6:00-8:00pm
- * Hall Walking: 6:00-8:00pm

*** Thursday evening activities may change. Attendance at Pickleball is down because it is very difficult to play on the turf that was installed in the gym at Stevenson.

4. We continue to plan for our 2019 Summer Program at Stevenson School and our future facility/storage needs.
5. Our next meeting will be Monday, March 4, 2019 at 7:00pm.



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2019-21

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Attorney

Removal of structure located at 447 Powell Lane.



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Grant Writer

report



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2019-25

Meeting: 02/11/19 07:00 PM

Calendar of Events

Planning board meeting will be March 7th @ 7:00 PM

Zoning board meeting will be February February 28th @ 7:00 PM

Recreation meeting will be March 4th @ 7:00 PM

Town hall will be closed on February 18th in observance of President's day.



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2019-22

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Public Comments

comments



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2019-23

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Meeting: 02/11/19 07:00 PM

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Town Board Comments

comments