



Town of Porter

Town Board Meeting

~ Minutes ~

3265 Creek Road
Youngstown, NY 14174

TownofPorter.Net

Kara Hibbard
716-745-3730

Monday, July 11, 2022

7:00 PM

Town Hall Auditorium

I. Call to Order

7:00 PM Meeting called to order on July 11, 2022 at Town Hall Auditorium, 3265 Creek Rd., Youngstown, NY.

Attendee Name	Organization	Title	Status	Arrived
Jipp Ortiz	Town of Porter	Councilman	Present	
J. Duffy Johnston	Town of Porter	Supervisor	Present	
Jeff Baker	Town of Porter	Deputy Supervisor	Present	
Larry White	Town of Porter	Councilman	Present	
Tim Adamson	Town of Porter	Councilman	Present	
Kara Hibbard	Town of Porter	Town Clerk	Present	
Kimberli Boyer	Town of Porter	Bookkeeper	Present	
Elaine Porto	Town of Porter	Deputy Town Clerk	Present	
Dave Burmaster	Town of Porter	Highway Superintendent	Present	
Mike Dowd	Town of Porter	Attorney	Absent	
Peter Jeffery	Town of Porter	Code Enforcement Officer	Present	
Lena Villella	Town of Porter	Assessor	Present	
Terry Duffy	Town of Porter	Town Historian	Present	

II. Resolutions/Reports

III. Resolutions

1. Resolution 2022-42

Minutes Approval

Resolution to approve the minutes of the June 13, 2022 Town Board meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jeff Baker, Deputy Supervisor
SECONDER:	Tim Adamson, Councilman
AYES:	Ortiz, Johnston, Baker, White, Adamson

2. Resolution 2022-43

Audited Vouchers

**TOWN
OF
PORTER**

WARRANT : POST AUDIT #6A 6/30/22

FUND	01	124,766.94
FUND	02	78.98
FUND	04	12,065.30
FUND	06	2,062.69
FUND	07	1,355.20
FUND	10	0.00
FUND	11	0.00
FUND		

TOTAL 140,329.11

VOUCHER 'S 30381 THRU 30396

**WARRANT :
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**POST AUDIT #7- 7/8/22
JULY 2022**

FUND	01	8,427.11
FUND	02	16,962.45
FUND	04	26,782.52
FUND	06	34,828.45
FUND	07	9,193.53
FUND	10	787.99
FUND	11	
FUND	20	
FUND	21	
FUND	28	

TOTAL 96,982.05

VOUCHER 'S 30397 THRU 30470

TOTAL 237,311.16

Resolution to approve the vouchers for a total of \$237,311.16

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jeff Baker, Deputy Supervisor
SECONDER:	Tim Adamson, Councilman
AYES:	Ortiz, Johnston, Baker, White, Adamson

3. Resolution 2022-44

Acceptance of Supervisor's Report

Resolution to accept the Supervisor's report from the June 13, 2022 Town Board meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jeff Baker, Deputy Supervisor
SECONDER:	Tim Adamson, Councilman
AYES:	Ortiz, Johnston, Baker, White, Adamson

4. Resolution 2022-57

Dickerson Road Culvert Project Bid

Resolution needed to put the Dickersonville Culvert Replacement Project out for bid.

Roll call: Supervisor Johnston, yes; Deputy Supervisor Baker, yes; Councilman White, yes; Councilman Adamson, yes; Councilman Ortiz, yes

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jeff Baker, Deputy Supervisor
SECONDER:	Tim Adamson, Councilman
AYES:	Ortiz, Johnston, Baker, White, Adamson

IV. Reports

1. Report 2022-63

Supervisor's Report

JUNE SUPERVISOR'S REPORT

6-16 Niagara County Water board meeting

6-22 Met with Sue from the Chamber on Summerfest

7-1 Had webinar with NYS on the Nature trail grant

7-9 Met with the 3F club youth regarding cleaning POTL Beach

RESULT:	REPORT ISSUED
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2. Report 2022-64

Bookkeeper

Completed processing all June 2022 Vouchers & Journal Entries.

Prepared Supervisor's Monthly Report for June 2022 and distributed it to the Supervisor & Town Board members.

Completed all bi-weekly & monthly payrolls.

Completed check registers for all check payments.

Completed bank recs for the month of June and they balanced.

RESULT:	REPORT ISSUED
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3. Report 2022-65

Town Clerk

JULY

Water = \$25,108.53

Sewer = \$4382.18

Clerk = \$653.71

RESULT:	REPORT ISSUED
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4. Report 2022-66**Assessor****Monthly Assessor's Report
June 2022**

- Updated the real property system for changes due to building permits
- Met with Mark Lippman to review BAR changes for 2022
- Met with the NC Real Property Tax Director to review a request from T-Mobile for tax refunds
- Reviewed and made corrections to STAR exemptions due to STAR reports #5 and #6 issued by the State
- Submitted the assessment file to the County for the printing on the 2022 Final Assessment Roll
- Published the filing of the 2022 Final Assessment Roll in the Niagara Gazette
- Mailed the Board of Assessment Review Determination letters to property owners
- Ran and filed the Assessor's report for the State

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

431 Riverview Dr	AV \$295,000	Sale Price: \$530,000
1270 Cain Rd	AV \$128,900	Sale Price: \$264,000
565 Main St	AV \$313,000	Sale Price: \$789,000
324 Third St	AV \$89,700	Sale Price: \$231,000

RESULT:	REPORT ISSUED
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5. Report 2022-67**Building Inspector/Code Enforcement Officer**

- ♦ Reviewed and Issued fifteen (15) **Building Permits** for the month of **June**.
- ♦ Received, Inspected, and followed up on four (4) **New** formal **Complaint/Violations**
- ♦ Completed eighteen (18) **inspections** for Permits & Complaints.
- ♦ Coordinated/Reviewed **Planning and Zoning Board applications** and Documentation.
- ♦ Prepared information and participated in the regular **Planning Board** meeting on **June 2, 2022**.
- ♦ The regular **Zoning Board** meeting on **June 23, 2022** was cancelled.
- ♦ Attended **court** for pending Zoning enforcement cases on June 1, 2022.

Peter T. Jeffery; Code Enforcement Officer, Town of Porter

RESULT:	REPORT ISSUED
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6. Report 2022-68

Highway

HIGHWAY

1. Completed mowing cemeteries
2. Put 280' pipe across 1315 Youngstown-Wilson Road
3. Mowed Ditches
4. Sent 2 Trucks to Wilson for paving
5. Sent 2 Trucks to Cambria for paving

6. Topsoil on all water breaks ruts, New Road, Youngs-Lkpt. Rd.
7. Weed wacked guardrails
8. 1st Round of Striping done.

WATER AND SEWER

1. Completed water meter readings
2. Serviced sewer Lift stations for the month
3. Put new service under road 2669 New Road
4. Repaired water service at 1603 Youngstown-Lkpt. Road
5. Weed wacked fire hydrants and painted them.

DRAINAGE

1. Finish pipe work behind 2516 Youngstown-Lkpt Rd
2. Mowed creeks and ditches
3. Replace fuel tank on Boom Tractor

PORTER ON THE LAKE

1. Cleaned Bathrooms and garbage for the month
2. Mowed Park for the month
3. Chip Sealed path from parking lot to north driveway

Councilman Adamson talked about the two potholes that need to be filled in. Spoke about them needing to be filled in and the safety issues he was concerned with. Superintendent Burmaster stated they are in the Village and on a county road and the Village and County should be taking care of the potholes.

Code Enforcer Peter Jeffrey asked why isn't the village taking care of it being that it is in the Village.

Supervisor Johnston said he would make two phone calls the next day one to the County and one to the State.

RESULT:	REPORT ISSUED
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7. Report 2022-87**Recreation**

No report for July.

RESULT:	REPORT ISSUED
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8. Report 2022-69**Calendar of Events**

7-16-22	-	Summerfest
7-28-22	-	Monthly Zoning Board meeting
8-4-22	-	Monthly Planning Board meeting
8-9-22	-	Monthly Town Board meeting

RESULT:	REPORT ISSUED
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9. Report 2022-70**Public Comments**

Town Historian Terry Duffy spoke about honoring our men and women service members. Duffy would like to generate community involvement and create 18x36 banners with double sided photos attached spanning from Youngstown Porter, and Ransomville for display on light poles. Historian is in contact with the Veterans and hope to generate much excitement within the community in 2023.

RESULT:	REPORT ISSUED
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10. Report 2022-71**Town Board Comments**

report

COMMENTS - Current Meeting:

Councilman Baker made note of concern for at least 5 accidents in a two week span at Dickersonville Road, it is not in the Town but would like to do a resolution to petition the State to ask for help to do a traffic study and join up with Lewiston to strengthen the areas of concern for this dangerous corner. Supervisor Johnston noted passing this information to Senator Ort and Lewiston Supervisor Broderick .

Councilman Baker noted the community would like to see the flashing lights go back up at Stevenson School again. It is now a daycare and children are out and about and by having these back up would bring awareness to activity around the school.

Care and Share Food Pantry - made mention town reserve a higher donation next year due to the high volume of people it helps in the area.

Motion to adjourn 7:28PM - Moved by Councilman Baker Seconded by Councilman Adamson.

RESULT:	REPORT ISSUED
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