



Town of Porter

Work Session

~ Minutes ~

3265 Creek Road
Youngstown, NY 14174
TownofPorter.Net

Kara Hibbard
716-745-3730

Monday, March 9, 2020

6:00 PM

Town Hall Auditorium

I. Call to Order

6:00 PM Meeting called to order on March 9, 2020 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	

II. Reports

1. Report 2020-37

Discussion on the 2020 Budget

Supervisor Johnston passed around a folder with resumes in it regarding the water/sewer billing clerk position at the Town Highway. Superintendent Burmaster and the Town Board ultimately agreed to have Ramona present during the interviews and help decide which candidate would be most qualified for the position. The position is part time (19 ½ hrs. per week) and the salary pays \$13.75 per hour. Superintendent Burmaster took the resumes to review with Ramona.

Getting lawns cut on zombie homes was discussed. Supervisor Johnston said that the Town needs to have the lawns cut on properties where the owner does not maintain them. Councilman Adamson said that the Town should hire a contractor to cut the lawns. Superintendent Burmaster said that he can have the guys flag where the water/sewer is.

Superintendent Burmaster asked about Pam Hill's property located on Youngstown Lockport road and Supervisor Johnston said that the property has been condemned and she has been sent to court. She can't get her ex to sign everything over to give her a clear title.

Supervisor Johnston asked Superintendent Burmaster about the water lines and the path at the park. Dave said that he can borrow Lewiston's trench but he won't have the manpower for the path. There is a lot of work involved including laying matting down and then adding a layer of sand. It's too much on the knees. It will take away from everything he has going on like ditching for instance. Duffy stated that the Town can't afford to pay prevailing wage to which Dave responded to have the prisoners do it. Dave said that "we just don't have the manpower". Duffy said "you mean 10 people isn't enough" and Dave responded that he would show him tomorrow. The problem is digging it out and putting it all back together. Dave explained that he has a lot of jobs lined up for this year and it will take all summer to complete them. Russell will be in the ditches cutting all the cattails so the Town doesn't have to pay someone else.

Councilman Adamson said to Dave, "Let's just concentrate right now on the main run to the shelter".

Dave said that the highway guys are unsure what to do in the park. If the sewer goes in, who is going to install it? There is a lot of work there and we can't do anything until it dries. June is coming fast, he could of got a lot more work done if the ground would have stayed frozen. If he can get everything done on the list, he may be able to get the park job done at the end of summer or early fall. Dave stated also that there are projects that are 2 years behind and despite what the board has previously been told, they still need to be done.

Supervisor Johnston stated that the \$8,000 left in greenway money needs to be exhausted before we can ask for more and if were not going to use it to install the water lines then let's concentrate of the nature path.

Supervisor Johnston explained to Superintendent Burmaster that 3 bids are needed when anything over \$5,000 is purchased. It is a law and stated in our procurement policy. This is the main reason why we are having a work session and do not want to embarrass anyone in the public eye. These rules need to be followed. I know you (Dave) thought it was a good deal but you need to come to the board first. If procedures are not followed, we' re going to get our butts handed to us. It may be an item that you cannot get 3 bids for but it still needs to come in front of the board. People are foiling our budgets.

Superintendent Burmaster said that he has a letter signed by him stating that George and Swede was the only vendor that supplied the dump box spreader to match his specs. Dave said that it was his fault (not following proper procedures) and he was sorry. Supervisor Johnston said that if Dave ask's for it tonight and says to the board " look, I have this spreader and there is only one company that sells it and I would like to purchase it" would that be ok? Town Clerk Hibbard said that she did not feel comfortable answering that and the answer would have to come from Attorney Dowd. Duffy said that Attorney Dowd is on his way and he will ask him upon his arrival. If the answer is yes, then a budget adjustment can be done next month to pay for it.

Councilman Ortiz felt that Dave made a decision that he felt was a good deal but he just made a mistake that wasn't quite in line with the policy and it won't be done again. Let's try to make this work.

Councilman Adamson told Superintendent Burmaster that he was signing vouchers the other day and came across a voucher for coffee that was charged to the Town. Tim asked the board if we we're allowed to do that and Supervisor Johnston said no. Tim asked if it was stated anywhere in the law and Duffy wasn't sure but said it is not done here. The voucher needs to be more itemized. Tim offered to buy the highway their coffee.

Councilman Adamson asked Superintendent Burmaster about the gradeall and pay loader, The loader is about \$140,000 which is not in the budget for this year. Can you make it through this year to which Dave replied yes. Tim stated that we can think about it for next year. But, the gradeall is about \$420,000, is there any way that the existing one can be repaired? Dave explained that is has been refurbished (fixed) twice. Tim feels that fixing would be the more sensible way to go. Councilman White asked Dave if he has looked into a lease? Dave said that he is looking into it now.

Motion was made to adjourn the work session at 6:55 PM by Councilman Adamson and seconded by Deputy Supervisor Baker. All in favor and motion was carried.

RESULT:	REPORT ISSUED
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