



Town of Porter

Town Board Meeting

~ Minutes ~

3265 Creek Road
Youngstown, NY 14174

TownofPorter.Net

Kara Hibbard
716-745-3730

Monday, September 11, 2023

7:00 PM

Town Hall Auditorium

I. Call to Order

7:00 PM Meeting called to order on September 11, 2023 at Town Hall Auditorium, 3265 Creek Rd., Youngstown, NY.

Attendee Name	Organization	Title	Status	Arrived
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	
Jipp Ortiz	Town of Porter	Councilman	Present	
Kara Hibbard	Town of Porter	Town Clerk	Present	
Elaine Porto	Town of Porter	Deputy Town Clerk	Present	
Kimberli Boyer	Town of Porter	Bookkeeper	Present	
Dave Burmaster	Town of Porter	Highway Superintendent	Present	
Mike Dowd	Town of Porter	Town Attorney	Present	
Peter Jeffery	Town of Porter	Code Enforcement Officer	Remote	
Selah Dell	Town of Porter		Absent	

II. Resolutions

1. Resolution 2023-90

Minutes Approval

Resolution to approve the minutes of August 14th 2023 Porter Town Board.

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

2. Resolution 2023-91

Audited Vouchers

TOWN
OF

PORTER

WARRAN POST AUDIT 8/31/23
T: #8A

FUND	01	3,786.21
FUND	02	2,794.63
FUND	04	70.17
FUND	06	70.15
FUND	07	1,487.71
FUND	11	0.00
FUND	28	0.00
FUND	35	1,774.00

TOTAL **9,982.87**

VOUCHER 31928 THRU 31949
'S

WARRAN POST AUDIT 9/7/23
T: #9 SEPT 2023

FUND	01	153,504.64
FUND	02	137,837.00
FUND	04	8,466.60
FUND	06	1,012.58
FUND	07	22,720.36
FUND	10	825.19
FUND	11	0.00
FUND	35	91.19
FUND	28	
FUND		

TOTAL **324,457.56**

VOUCHER 31950 THRU 32026
'S

TOTAL **334,440.43**

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

3. Resolution 2023-92**Supervisor's Report**

Resolution to accept the Supervisors Report for the Aug 14 2023.

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

4. Resolution 2023-94**Health Care Resolution for 2023 - 2024**

Scott Benson from Bene-Care was at the Town Hall on 8/24/23 to update the Insurance Committee on the Health Insurance plans.

As of now, Town employees have Highmark. If we choose to stay with Highmark, there will be a 8.43% increase (\$13,000). There is another plan available with Independent Health which would be an increase of 3.95% (\$6,119.16). Independent Health has the "red shirt treatment" (more individualized), cheaper co pays and a lot more things that the wellness card can be used for.

Motion was made by Councilman Adamson and seconded by Deputy Supervisor Baker to approve the health insurance plan and switch from Highmark to Independent Health starting November 1, 2023.

Roll call vote: Supervisor Johnston, Deputy Supervisor Baker, Councilman Adamson, Councilman White and Councilman Ortiz were all in favor.

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

5. Resolution 2023-98**Board of Assessment Review Resolution**

Resolution needed to appoint Andrew Giarrizzo to another term from October 1, 2023 - September 30, 2028 on the Board of Assessment Review.

Motion was made by Deputy Supervisor Baker and seconded by Councilman Adamson to appoint Andrew Giarrizzo to another term.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jipp Ortiz, Councilman
SECONDER:	Larry White, Councilman
AYES:	Johnston, Baker, White, Adamson, Ortiz

6. Resolution 2023-99

Resolution Needed to Accept Quote for a New 2025 Hunter Peterbilt Dump Truck and Chassis

Town of Porter Highway Superintendent Dave Burmaster is requesting a resolution to order a 2025 Hunter Peterbilt Dump truck with Chassis for a total of \$194,263.00. Est. delivery is 3/31/24

Motion was made by Councilman Adamson and seconded by Deputy Supervisor Baker for the town highway dept. to purchase a new Peterbilt Dump truck at a cost of \$194,263.00.

Roll call vote: Supervisor Johnston, Deputy Supervisor Baker, Councilman Adamson, Councilman White and Councilman Ortiz were all in favor.

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

III. Reports

1. Report 2023-79

Supervisor's Report

8-17 Had NC water board meeting

8-21 Met with A-1 , finished park project

8-24 Did the Niagara County VIP fishing tourney

8-29 Final zoom with Fitness Court people

Watered the new bushes at the park every three days, they are doing well

RESULT:	REPORT ISSUED
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2. Report 2023-80

Bookkeeper

Completed processing all August 2023 Vouchers & Journal Entries.

Prepared Supervisor's Monthly Report for August 2023 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 August and they balanced.

Attended the ribbon cutting ceremony for the fitness court at the park.

Met with the representative from Bene-Care about our insurance plan options.

Sent budget worksheets to all department heads to start the budget process for 2024.

RESULT:	REPORT ISSUED
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3. Report 2023-81

Town Clerk

Water Collection for Aug 2023- \$32,557.47

Sewer Collection for Aug 2023- \$21,449.93

Clerk Fees - \$1,146.93

Met with Bene-care to discuss health insurance options.

The digital sign has been installed and will be up and running shortly.

RESULT:	REPORT ISSUED
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4. Report 2023-92**Assessor**

- Updated the real property system for changes due to building permits
- Notified appropriate officials of changes in ownership, mailing addresses, etc
- Submitted the file to the County for the printing of school tax bills
- Transmitted the quarterly report of sales to the State
- Reviewed 85 sales for their usability by the State in calculating RAR and Eq Rate for 2024
- Received the Stipulation of Settlement and Order pertaining to the CWM Chemical Services, LLC Article 7 matter

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

2625 Lockport Rd	AV \$105,000	Sale Price: \$210,000
3597 Curtiss Ave	AV \$95,600	Sale Price: \$189,000
416 Riverview Dr	AV \$240,600	Sale Price: \$415,000
677 Lockport St	AV \$94,000	Sale Price: \$220,000
360 Brookshire Rd	AV \$134,100	Sale Price: \$299,900

RESULT:	REPORT ISSUED
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5. Report 2023-93**Building Inspector/Code Enforcement Officer**

- ◆ Reviewed and issued eleven (11) **Building Permits** for the month of **August**.
- ◆ Received, Inspected, and followed up on six (6) **New** formal **Complaint/Violations**

- ◆ Completed seventeen (17) **inspections** for Permits & Complaints compliance.
- ◆ Coordinated/Reviewed **Planning and Zoning Board applications** and Documentation.
- ◆ Participated in Town of Porter **Justice Court** for pending Zoning enforcement cases.
- ◆ Coordinated annual in-house training for Planning and Zoning Board members. Also presented two training sessions
- ◆ Continued work on Building Committee re; New **Generator** & HVAC replacement work.
- ◆ Shared services with the Town of Wilson Code Enforcement.

RESULT:	REPORT ISSUED
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6. Report 2023-94

Highway

- 1.MOWED CEMETARIES FOR MONTH
- 2.COMPLETED BRUSH FOR MONTH
- 3.PATCHED POTHOLE
- 4.SENT 2 TRUCKS FOR PAVING IN TOWN OF NEWFANE
- 5.SENT 2 TRUCKS FOR PAVING IN TOWN OF ROYALTON
- 6.TRUCKS TO VILLAGE OF YOUNGSTOWN FOR MILLING
- 7.PUT DRIVEWAY CULVERT IN ON DICKERSONVILLE ROAD
- 8.NEW PETERBILT TRUCK CAME IN WITH WRONG SPECS AND REFUSED IT
- 9.NEED RESOLUTION TO ACCEPT QUOTE AND APPROVE PURCHASE OF NEW PETERBILT TRUCK AND CHASSIS

WATER/SEWER

- 1.COMPLETED WATER METER READINGS FOR THE QUARTER
- 2.COMPLETED SERVECING GENERATORS
- 3.QUAKENBUSH STARTED LAKE ROAD LIFT STATION
4. BRUNDAGE CLEANED OUT WET WELL AND PLUGGED INTAKES FOR QUAKENBUSH

5. WATER SAMPLES AND BACTERIOLOGICAL TESTING DONE FOR QUARTER**DRAINAGE****1. MOWED DITCHES****2. CLEAN DITCHES RANSOMVILLE RD TO PARKER RD****PARK****1. MOWED PARK****2. PICKED UP GARBAGE AND CLEANED BATHROOMS****3. CUT UP TREE THAT FELL FROM STORM- BRUSH AND LOGS****4. MULCHED FITNESS TRAILS**

RESULT:	REPORT ISSUED
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7. Report 2023-95**Recreation**

- The 2023 Town of Porter Summer Recreation Program was very successful. A total of 308 children were registered, with an average daily attendance of 115. There were various field trips, theme days, entertainers, arts, crafts and activities held during the 6 week program for the children in the community.
- Yoga continues every week at Porter on the Lake Park. The schedule is:
 - Tuesdays at 9:30am - Chair Yoga
 - Tuesdays at 6:30pm - All Levels Yoga
 - Thursdays at 6:30pm - Gentle Yoga
- Story Hour's Fall Program begins on September 12th and 13th. The Tuesday program is held at the Youngstown Library, and the Wednesday program is at the Ransomville Library. Both days are at 9:30am & 11:00am. Classes are for children 2 years of age, and older.
- We submitted our 2023-2024 grant applications for both Recreation and Story Hour to the Niagara County Youth Bureau.

- We completed our 2024 Budget Request which will be submitted to the Town of Porter Budget Officer.
- Our next meeting is Monday, October 2, 2023 at 6:00pm, at Town of Porter Town Hall.

RESULT:	REPORT ISSUED
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8. Report 2023-96

Calendar of Events

9-28-23	-	Zoning Bard of Appeals monthly meeting at 7:00 PM
10-2-23	-	Recreation monthly meeting at 6:00 PM
10-5-23	-	Planning Board monthly meeting at 7:00 PM
10-10-23	-	Town Board monthly meeting at 7:00 PM

RESULT:	REPORT ISSUED
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9. Report 2023-97

Public Comments

Mr. Nowacki would like his ditches to be cleaned out and Highway Superintendent Burmaster explained that it will get done.

Supervisor Johnston said that they work their way from South to North. It has always been that way.

Motion to adjourn the meeting at 7:28 PM was made by Deputy Supervisor Baker and seconded by Councilman Ortiz

10. Report 2023-98

Town Board Comments
