



Town of Porter

Town Board Meeting

~ Minutes ~

3265 Creek Road
Youngstown, NY 14174

TownofPorter.Net

Barb DuBell
716-745-3730

Monday, September 11, 2017

7:00 PM

Town Hall Auditorium

I. Call to Order

7:00 PM Meeting called to order on September 11, 2017 at Town Hall Auditorium, 3265 Creek Rd., Youngstown, NY.

Attendee Name	Organization	Title	Status	Arrived
Mert Wiepert	Town of Porter	Supervisor	Present	
Jeff Baker	Town of Porter	Deputy Supervisor	Present	
Thomas Baia	Town of Porter	Councilman	Present	
Larry White	Town of Porter	Councilman	Present	
J. Duffy Johnston	Town of Porter	Councilman	Present	
Barb DuBell	Town of Porter	Town Clerk	Present	
Kara Hibbard	Town of Porter	Deputy Town Clerk	Present	
Mary Siegrist	Town of Porter	Bookkeeper	Present	
Mike Dowd	Town of Porter	Attorney	Present	
Scott Hillman	Town of Porter	Highway Superintendent	Present	
Peter Jeffery	Town of Porter	Code Enforcement Officer	Present	
Dave Britton	Town of Porter	Engineer	Absent	
Bernie Rotella	Town of Porter	Grant Writer	Absent	
Susan Driscoll	Town of Porter	Assessor	Absent	

II. Resolutions/Reports

1. Resolution 2017-70

Minutes Approval

Resolution to approve the minutes of the August 14, 2017 Work Session and Regular Town Board Meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Thomas Baia, Councilman
SECONDER:	Larry White, Councilman
AYES:	Wiepert, Baker, Baia, White, Johnston

2. Resolution 2017-71

Payment of Audited Vouchers

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

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jeff Baker, Deputy Supervisor
SECONDER:	J. Duffy Johnston, Councilman
AYES:	Wiepert, Baker, Baia, White, Johnston

3. Report 2017-180**Town Clerk**

Clerk fees for the month of August: \$1,067.05

August Water: \$20,573.75

August Sewer: \$16,355.52

RESULT:	REPORT ISSUED
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4. Report 2017-181**Supervisor's Report**

Hired a part time temporary assessor clerk to fill in for part time clerk that will be off due to surgery.

Checks and warrants to be paid for the month of August.

The Lewiston sewer plant has raised their rates. Niagara County water is also talking about an increase in their rates. So when the county does that, in order to raise the rates, we have to have a public hearing. We will try to combine both those public hearings at the same time. They're talking pretty soon about raising the water.

The Hospice race is taking place here on September 16th. Homeowners were notified about the time the race will be going by their neighborhood. There have been issues before when the residents couldn't get in or out of their neighborhood.

We have had some issues with the running of the park (POTL) this past year. People have been camping overnight, they have left it dirty. I want to get a committee together to update the rules and regulations and what improvements we need at the park. Mary Siegrist will take care of getting it together.

RESULT:	REPORT ISSUED
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5. **Resolution 2017-72**

Acceptance of Supervisor's Report

Resolution to accept the Supervisors Report for August 14, 2017.

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

6. **Report 2017-182**

Bookkeeper

Payroll completed for the month of August.

Trained on new payroll system with Bene-care they have updated their system and all HR programs.

Refund \$50. Porter on the Lake Refund W. Hansen

Met with Bene-Care Medical insurance to go over insurance for 2018

Trained with Micro Fund in office, going over system update and budget reports. Still working on proper system setup and usage.

Completed all monthly reports - supervisor report, August retirement. Deposit summary.

Handed out reports and budget sheets to start preparing for 2018 budget.

All vouchers paid for August \$266,144.54.

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7. Report 2017-183**Recreation****RE: August Recreation Report**

- The new school year begins for us on September 12th with Story Hour at the Youngstown Library on Tuesdays and the Ransomville Library on Wednesdays. Programs begin at 9:30am.
- Yoga continues on Wednesday evenings at 6:30pm in the Cora Gushee Room at the Youngstown Village Center.
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- We had another successful Summer Recreation Program that ended on August 10th.
- Our next meeting is Monday, September 11, 2017 at 7:00pm.

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8. Report 2017-184**Building Inspector/Code Enforcement Officer**

- ❖ Reviewed and issued permits as per Permit Report - forwarded to the Board via email & paper copy in mail boxes.
- ❖ Received, inspected, and issued Complaint/Violations as per "Complaint by date" report - forwarded to the Board via email & paper copy in mail boxes.
- ❖ Prepared information and attended Planning Board Regular Meeting 8/3/17.
- ❖ Prepared information and attended Zoning Board of Appeals - regular meeting 8/24/17.
- ❖ Reviewed proposed drawings for Town hall entrance foyer remodel with Dave Truesdale. He has asked for a preliminary cost estimate to be completed by me. Estimate is in progress.

- ❖ Attended the informational meeting regarding Lake Shore flooding and erosion, here at Town Hall.
- ❖ Attended first certification training course (NYSDOS) - three (3) days.
- ❖ Had a meeting with Ransomville Fire Chief and his assistants to introduce myself and establish the method and scope of Code Enforcement Officers duties with regards to a fire case. Note - I will be doing the same with Youngstown Fire Officials this coming month.
- ❖ Responded to various emailed questions regarding building requirements.
- ❖ Reviewed the current "Permit Status Report" and "Complaint status report" - closed a number of open files.
- ❖ Met with Attorney Dowd and Supervisor Wiepert regarding a few current Code Enforcement concerns and legal aspects therein.
- ❖ Studying and preparing for the September 9 2017, Civil Service Examination for Building Inspector & Code Enforcement Officer.

Peter T Jeffery, Building Inspector/Code Enforcement Officer

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9. Report 2017-185

Assessor

ASSESSOR'S REPORT

AUGUST 2017

- Submitted roll to County for school tax bill preparation
- Submitted quarterly sales transaction files to the State
- Attended Town Hall public meeting re concerns on rising lake levels
- Attended State meeting in Genesee County concerning development of an updated real property services software to replace existing
- On-going training of temporary clerk in all aspects of job duties
- Prepared and distributed Star Enhanced renewal applications for the 2018 roll
- Received notice that as of 7 August 2017, the State Office of Real Property Tax Services established a final State Equalization rate of 76% for the Town of Porter 2017 assessment roll
- Processed July deed transfers.

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

33.10-2-5	15 Porter Center Rd. Ext	TAV\$91,900	Sales price\$158,000
59.18-1-18	359 Brentwood Dr	TAV\$141,600	Sales price\$205,000
60.00-2-45	913 Balmer Rd	TAV\$108,100	Sales price\$187,000
33.13-1-32	1737 Harrison Ln	TAV\$143,800	Sales price\$325,000
62.10-2-10	2485 Lockport Rd	TAV\$86,000	Sales price\$148,900
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45.18-1.21	1 Main St	TAV\$65,800	Sales

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10. Report 2017-186

Highway

Highway Department:

1. Completed monthly brush pickup.
2. Installed driveway culverts on Braley Rd and Lynnbrook Drive.
3. Provided assistance with trucks hauling stone to the Town of Wilson for there oil sealing project.
4. Provided assistance to the Village of Youngstown, Town of Cambria and the Town of Wheatfield hauling blacktop for their paving projects.

Drainage Department:

1. We are continuing the off road mowing program.
2. We completed the installation of a large diameter culvert in the creek at 2417 Youngstown/Lockport Rd.

Water and Sewer Department:

1. Completed the monthly meter reading.
2. Completed maintenance on 2 fire hydrants.
3. Completed replacement of 54 Trace read transponders with new Orion transponders.
4. Completed the installation of a new pump drive at Swain Road Pump station.
5. Completed repairs to the electrical control system at Woodcliff 1 pump station.

Respectfully submitted,

Scott B. Hillman, Superintendent of Highways

Councilman Johnston: I called Scott about a week ago, I had inquiries about Balmer & Porter Center Roads. People running the stop sign and almost getting killed there, three different people. He gave me the name of Dean Ladd. I called him on Thursday, and on Friday they had put in double **Stop**

signs and double **Stop Ahead** signs and **Cross Traffic does not Stop** signs. He had it done in one day. He said thanks for bring it to his attention, that's a bad corner.

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11. Report 2017-187

Engineer

Engineering Report

General Engineering Support

- New generator at Town Hall
 - Final Plans and Contract Documents have been completed and Cost Estimate provided.

Future Action Items: Advertise for construction subject to availability of funds

- Site grading Plan reviews
 - 3715 Lower River Road
 - 2909 Ransomville Road
- Water Water Tank Replacement Project.
 - EFC Grant Application submitted June 2017
 - SEQR Lead Agency coordination completed
 - 30 day comment period over and regulatory agency comments received (SHPO - No impact)

Future Action Items: SEQR Determination by the Town Board

Reference No. 1113712

RESULT:	REPORT ISSUED
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12. Report 2017-188

Attorney

none

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13. Report 2017-189

Grant Writer

Grants Status Report: Projects we are currently working on:

LWRP: Meeting was held last week (Sept. 7th) Please see the attached notes. LWRP moving along and on schedule.

Greenway: Still waiting for formal letter requesting a change in purchases needs to be sent to the AD Hoc Committee for approval. Formal quote for what will be purchased must be attached to the letter. Will meet with Kathy Z and Wendy to get this letter. The POL sign has been installed and we will submit for reimbursement. (Need invoice & copy of cancelled check)

EFC Drinking Water Grant: The Water Tower and water distribution grant was submitted to EFC on June 23rd, 2017. The IUP was submitted for the October listing (part of the grant requirement).

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

CFA POL Kayak Launch Project was submitted July 28th

Project \$64,830 (Town share 50%)

Researching: Cemetery Projects & Equipment Shared for Highway Dept.

NYS Archives is opening this fall, will work with the Town Clerk for this application.

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14. Report 2017-190

Calendar of Events

Zoning Board Meeting	September 28 @ 7:00 PM
Planning Board Meeting	Thursday, October 5 @ 7:00 PM
COLUMBUS DAY	Monday, October 9 - TOWN HALL CLOSED
Town Board Meeting	Tuesday, October 10 @ 7:00 PM

RESULT:	REPORT ISSUED
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15. Report 2017-191

Public Comments

Supervisor Wiepert: I received a request from a resident at 378 Howard Drive that received a water sewer bill that was over \$1,000. July 1, 2017 their water/sewer bill was \$1,046 dollars. From April to July it was \$335 dollars. We sent the water department to check on this and apparently the problem was the emergency sump pump back-up. They've had a plumber come in and fix the back-up system. What we have done in the past, we charge the customer for the water because it went through the meter. The sewer went to the sump pump and went out to the ditch. The sewer charge is \$774 dollars and I thought we could give them a 25% discount off the sewer bill. We have done this in the past. We would credit his account. His is still paying the \$178 dollars for the water bill.

There was discussion about what Lewiston does in this situation and does the town get any relief from Lewiston?

The board will check further before it makes a decision.

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16. Report 2017-192

Town Board Comments

Tim Adamson: The Village Board is looking to the Town Board to help with the costs of the senior van. The senior van operates slightly more than 50% in the Town of Porter and less in the Village. They need help with the operating costs. The operating costs are around \$25,000 for the van driver and the gasoline and we've had some very hefty maintenance costs. The van has over 150,000 miles.

Senora Miller, Youngstown Free Library: Wanted to give an update on the Summer Reading Program that

just finished. This year we had nearly 600 children that more than double who attended last year. The kids had a summer reading challenge where they challenged to read as many minutes as they could, we read 67,800 minutes this summer! All the kids who read over 1,000 minutes got a sign for their front lawn that reads "A Library Super Reader Lives Here".

Councilman Johnston: Questioned why areas in the Town of Porter don't have access cable. He got the a number from David Godfrey, the broadband man, for a guy, Mark Meyerhauffer who will coming down next week to check. They are going to come and assess it.

Supervisor Wiepert: There is a map of the areas that don't have it.

Johnston: Apparently, the stipulation with this cable company is, if you have 15 houses within a mile, that have to put it in.

Attorney Dowd will get the number from Councilman Johnston and call Godfrey.

Councilman White: This Thursday, September 14th, at the Ransomville Fire Hall, we are having another meeting for the lake shore owners with information about how to go about getting their shorelines redone. We have a list of contractor's that are doing the work. There will be people there to tell you how to get reimbursed for the work you're doing, if there is enough money available. There is also a guy there to talk about casualty loss, if you can prove you lost so much money, you may be able to deduct it from your income taxes.

At 7:48 PM a motion to close the meeting was made by Councilman Baia and seconded by Councilman Baker. Motion carried.

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2017-70

Meeting: 09/11/17 07:00 PM

Minutes Approval

Resolution to approve the minutes of the August 14, 2017 Work Session and Regular Town Board Meeting.

✓ Vote Record - Resolution RES-2017-70						
<input checked="" type="checkbox"/> Adopted <input type="checkbox"/> Adopted as Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn			Yes/Aye	No/Nay	Abstain	Absent
	Mert Wiepert	Voter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Jeff Baker	Voter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Thomas Baia	Mover	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Larry White	Seconder	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	J. Duffy Johnston	Voter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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	Thomas Baia	Voter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Larry White	Voter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	J. Duffy Johnston	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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2017-72

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2017-183

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Recreation

RE: August Recreation Report

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2017-184

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Building Inspector/Code Enforcement Officer

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Assessor

ASSESSOR'S REPORT

AUGUST 2017

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Reference No. 1113712



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Attorney

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Meeting: 09/11/17 07:00 PM

Town Board Comments

Tim Adamson: The Village Board is looking to the Town Board to help with the costs of the senior van. The senior van operates slightly more than 50% in the Town of Porter and less in the Village. They need help with the operating costs. The operating costs are around \$25,000 for the van driver and the gasoline and we've had some very hefty maintenance costs. The van has over 150,000 miles.

Senora Miller, Youngstown Free Library: Wanted to give an update on the Summer Reading Program that just finished. This year we had nearly 600 children that more than double who attended last year. The kids had a summer reading challenge where they challenged to read as many minutes as they could, we read 67,800 minutes this summer! All the kids who read over 1,000 minutes got a sign for their front lawn that reads "A **Library Super Reader Lives Here**".

Councilman Johnston: Questioned why areas in the Town of Porter don't have access cable. He got the a number from David Godfrey, the broadband man, for a guy, Mark Meyerhauffer who will coming down next week to check. They are going to come and assess it.

Supervisor Wiepert: There is a map of the areas that don't have it.

Johnston: Apparently, the stipulation with this cable company is, if you have 15 houses within a mile, that have to put it in.

Attorney Dowd will get the number from Councilman Johnston and call Godfrey.

Councilman White: This Thursday, September 14th, at the Ransomville Fire Hall, we are having another meeting for the lake shore owners with information about how to go about getting their shorelines redone. We have a list of contractor's that are doing the work. There will be people there to tell you how to get reimbursed for the work you're doing, if there is enough money available. There is also a guy there to talk about casualty loss, if you can prove you lost so much money, you may be able to deduct it from your income taxes.

At 7:48 PM a motion to close the meeting was made by Councilman Baia and

seconded by Councilman Baker. Motion carried.