



# Town of Porter

## Town Board Meeting

### ~ Minutes ~

3265 Creek Road  
Youngstown, NY 14174  
[TownofPorter.Net](http://TownofPorter.Net)

Barb DuBell  
716-745-3730

Monday, January 9, 2017

7:00 PM

Town Hall Auditorium

## I. Call to Order

7:00 PM Meeting called to order on January 9, 2017 at Town Hall Auditorium, 3265 Creek Rd., Youngstown, NY.

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

## II. Reports/Resolutions

## III. Resolutions

### 1. Resolution 2017-18

#### Minutes Approval

Resolution to approve the minutes of the December 12th regular meeting of the Porter Town Board. Also approve the minutes of the December 21st Work Session, the December 28th Year-End meeting and the Organizational Meeting held on January 3, 2017.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Thomas Baia, Councilman
<b>SECONDER:</b>	Jeff Baker, Deputy Supervisor
<b>AYES:</b>	Wiepert, White, Baia, Baker, Johnston

**2. Resolution 2017-19****Audited Vouchers**

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

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

**3. Resolution 2017-20****Acceptance of Supervisor's Report**

Resolution to accept the Supervisor's report for December 12, 2016.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jeff Baker, Deputy Supervisor
<b>SECONDER:</b>	Thomas Baia, Councilman
<b>AYES:</b>	Wiepert, White, Baia, Baker, Johnston

**IV. Reports****1. Report 2017-12****Supervisor's Report**

No report available.

<b>RESULT:</b>	<b>REPORT ISSUED</b>
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**2. Report 2017-1****Town Clerk**

Water	\$35,805.52
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Sewer	\$4,953.55
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Clerks Fees                      \$106.16

Received a Certificate of Completion for Continuing Judicial Education Program for 2016 for Judge David Truesdale and Judge Wayne Pollow.

<b>RESULT:</b>	<b>REPORT ISSUED</b>
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**3. Report 2017-2**

**Bookkeeper**

No report available.

<b>RESULT:</b>	<b>REPORT ISSUED</b>
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**4. Report 2017-16**

**Tax Collector**

**RE: 2017 TOWN/COUNTY COLLECTIONS**

Dear Supervisor Wiepert and Town Board Members:

Taxes collected to January 4, 2017 totaled \$251,499.90.

This represents all payments collected to date.

Respectfully yours,

Sally A. Hogan, Collector

Town of Porter

<b>RESULT:</b>	<b>REPORT ISSUED</b>
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**5. Report 2017-4****Assessor****ASSESSOR' S REPORT**

December 2016

Processed November deed transfers.

Mailed out RS8 exemption renewal applications for 2017. Prepared

Star Enhanced IVP State lists for 2017 processing.

Prepared Aged Low Income Senior's exemption renewal mail out for 2017 roll

Meeting with County Director and staff in Lockport on topic of exemption renunciation.

9 onsite field inspections.

Continued to process building permits for 2017 roll.

Attended group Arcmap 'lunch and learn' in Amherst.

November sales of note, which will have a negative effect on our LOA going forward:

1705 Harrison Lane      TAV \$72,000      Sale Price \$162,000

671 Lake Rd              TAV \$135,000      Sale Price \$232,500

<b>RESULT:</b>	<b>REPORT ISSUED</b>
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**6. Resolution 2017-21****Mirror for Assessor's Office**

Resolution to approve the purchase of a Convex Mirror for the Assessor's office.

Cost of the mirror is \$102.80.

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

**7. Report 2017-15****Building Inspector/Code Enforcement Officer****BUILDING DEPARTMENT REPORT - December 2016**

Building permits issued as per report

Periodic progress inspections on ongoing construction projects throughout the Town

Prepared materials for and attended the Planning and Zoning meetings

Contracts for Porter on the Lake pavilions

Attended Niagara Frontier Building Officials meeting

Meeting with Human resource Consultant

Year-end reports

Court appearance for complaints

### **PERMIT MONTHLY REPORT**

<b>No.</b>	<b>Date</b>	<b>Owner</b>	<b>Type</b>	<b>Location</b>	<b>Value</b>	<b>Fee</b>
120-16	12/28	J. Woock	Fence	932 Balmer Rd	\$5,700	\$25.00
December Total:					\$5,700	
Year-to-date:					\$2,956,405.00	\$8,312.00

<b>RESULT:</b>	<b>REPORT ISSUED</b>
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#### **8. Report 2017-6**

##### **Highway**

Monthly report for December 2016

Highway Department:

1. Called out to plow and salt 16 times.
2. Received and stockpiled 500 tons of Fire Rock Salt.
3. Completed picking up of Christmas trees for recycling.
4. We are currently servicing and repairing summer maintenance equipment.
5. Received assistance from the Town of Wheatfield using their bucket truck to remove the wreaths in Ransomville.

Water and Sewer Department:

1. Completed monthly meter readings.
2. Completed annual operational review with the NCDOH.
3. NCDOH has completed its interview with Jim Stone for his application of certification for his Class D Water Operators license.

4. Received assistance from the Town of Lewiston WPCC to perform the camera inspection of the 100' extension of the Lakeshore Sewer on Creek Road.

I would like permission to solicit quotes to replace 500 Trace radio read transponders with ORION Transponders and also upgrade the meter reading software to the Badger Beacon Meter Reading which is compatible with our current Orion system. The estimated cost would be around \$70000.00.

<b>RESULT:</b>	<b>REPORT ISSUED</b>
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9. **Report 2017-7**

Engineer

**TOWN OF PORTER  
Engineering Report  
January 2017**

**1. General Engineering Support**

- Performed exfiltration leakage test on Creek Road Sewer Extension on December 13-test passed.
- Completed one site plan review/letter (Sylvester residence at 1678 Braley Road) on December 21.

<b>RESULT:</b>	<b>REPORT ISSUED</b>
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10. **Report 2017-8**

Attorney

none

<b>RESULT:</b>	<b>REPORT ISSUED</b>
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11. **Report 2017-13**

Grant Writer

**Grants Status Report: Projects we are currently working on:**

- **LWRP:** We had a kick off meeting with Renne Parson (over the phone) and the committee outlined the boundary map, reviewed what should be inventoried ofr the LWRP. Next meeting scheduled for the end of Janauary (date to be determine).
- 
- **Greenway:** Submitting reibursement request for \$37,500 for 2 new pavaillons. The balance of our Greenway funding is \$51,500.
- **NYS Archives:** Review with Town Clerk is required. Attending last workshop on Deceber 15th for parameters of the new grant requirements. WE are caluating a new requirements for cost benefit analysis for a new ECMS system.
- **EFC Drinking Water Grant:** The next dround of the EFC drinking water is scheduled for April 2017. Between now and then we will upload the project into the IUP for the 2017-2018 lisiting. The annual lsit Closes Sept of each year. Will keep the board updated as we ghet closer to that date.

<b>RESULT:</b>	<b>REPORT ISSUED</b>
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**12. Report 2017-14****Calendar of Events**

Martin Luther King, Jr. Day	Monday, January 16 <sup>th</sup> - <b>TOWN HALL CLOSED</b>	
Zoning Board Meeting	Thursday, January 26 <sup>th</sup> @ 7:00 PM	Town Hall
Planning Board Meeting	Thursday, February 2 <sup>nd</sup> @ 7:00 PM	Town Hall

<b>RESULT:</b>	<b>REPORT ISSUED</b>
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**13. Report 2017-10****Town Board Comments**

The regular meeting of the Porter Town Board was adjourned at 7:17 PM. Motion to adjourn was made by Councilman Baker and Seconded by Councilman White. Motion carried.

<b>RESULT:</b>	<b>REPORT ISSUED</b>
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**Barb DuBell**  
Town Clerk  
716-745-3730  
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**2017-18**

Meeting: 01/09/17 07:00 PM

## Minutes Approval

Resolution to approve the minutes of the December 12th regular meeting of the Porter Town Board. Also approve the minutes of the December 21st Work Session, the December 28th Year-End meeting and the Organizational Meeting held on January 3, 2017.

✓ Vote Record - Resolution RES-2017-18						
<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"/>
	Larry White	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"/>
	Jeff Baker	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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**2017-19**

Meeting: 01/09/17 07:00 PM

## Audited Vouchers

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

✓ Vote Record - Resolution RES-2017-19						
<input checked="" type="checkbox"/> Adopted <input type="checkbox"/> Adopted as Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn			<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Abstain</b>	<b>Absent</b>
	Mert Wiepert	Voter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Larry White	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Thomas Baia	Voter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Jeff Baker	Mover	<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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**2017-20**

Meeting: 01/09/17 07:00 PM

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	Larry White	Voter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Thomas Baia	Second	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Jeff Baker	Mover	<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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**2017-12**

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Meeting: 01/09/17 07:00 PM

4.1

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## Supervisor's Report

No report available.



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**2017-1**

Meeting: 01/09/17 07:00 PM

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## Town Clerk

Water	\$35,805.52
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**2017-2**

Meeting: 01/09/17 07:00 PM

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## Bookkeeper

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**2017-16**

Meeting: 01/09/17 07:00 PM

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## Tax Collector

### RE: 2017 TOWN/COUNTY COLLECTIONS

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**2017-4**

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## Assessor

### ASSESSOR' S REPORT

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**2017-21**

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**2017-15**

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**2017-6**

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## Highway

Monthly report for December 2016

Highway Department:

1. Called out to plow and salt 16 times.
2. Received and stockpiled 500 tons of Fire Rock Salt.
3. Completed picking up of Christmas trees for recycling.
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4.9

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**2017-7**

Meeting: 01/09/17 07:00 PM

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## Engineer

### TOWN OF PORTER Engineering Report January 2017

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#### 1. General Engineering Support

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- Completed one site plan review/letter (Sylvester residence at 1678 Braley Road) on December 21.



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4.10

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**2017-8**

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## Attorney

none



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**2017-13**

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## Grant Writer

### Grants Status Report: Projects we are currently working on:

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4.12

**2017-14**

Meeting: 01/09/17 07:00 PM

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## Calendar of Events

Martin Luther King, Jr. Day	Monday, January 16 <sup>th</sup> - <b>TOWN HALL CLOSED</b>	
Zoning Board Meeting	Thursday, January 26 <sup>th</sup> @ 7:00 PM	Town Hall
Planning Board Meeting	Thursday, February 2 <sup>nd</sup> @ 7:00 PM	Town Hall



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**2017-10**

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## Town Board Comments

The regular meeting of the Porter Town Board was adjourned at 7:17 PM. Motion to adjourn was made by Councilman Baker and Seconded by Councilman White. Motion carried.