

TOWN OF PORTLAND
BOARD MEETING
PORTLAND TOWN HALL
JUNE 13, 2018 – 7:00 P.M.

BOARD MEMBERS PRESENT:

Daniel Schrantz	Supervisor
Jerry Boltz	Council
Gary Miller	Council
Patti Farrell	Council
Rick Manzella	Council

OTHERS PRESENT:

Ken Becker	Highway Superintendent
Roxane Sobecki	Town Clerk
2 Residents	

Supervisor Schrantz opened the meeting at 7:05 P.M. with the pledge to the flag.

MINUTES

06-56-18

On a motion of Council Miller, seconded by Council Manzella the following resolution was

ADOPTED Ayes 5

Nays 0

RESOLVED the Portland Town Board approves the Minutes for May 9th and 21st, 2018 as presented.

DEPARTMENTAL REPORTS

06-57-18

On a motion of Council Boltz, seconded by Council Farrell the following resolution was

ADOPTED Ayes 5

Nays 0

RESOLVED the Portland Town Board approves the Departmental Reports as presented:

Monthly reports received and filed:

- Assessor
- Code enforcement
- Water Department
- Town Clerk
- Town Justice
- Dog Control

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TREASURY REPORT

06-58-18

On a motion of Council Manzella, seconded by Council Miller the following resolution was

ADOPTED Ayes 5

Nays 0

RESOLVED the Portland Town Board approves the Treasury Report for May 2018 as presented by the Supervisor.

CORRESPONDENCE:

Supervisor Schrantz read the following correspondence:

- NYS Dept. Of Ag. And Markets-dog pound inspection, everything in good condition.
- Resignation letter from Carol Horlacher to the code office and secretary to the planning board.
- WNY Land Conservancy requesting a letter of support from the Town to purchase most of the land at the College Lodge, not the lodge itself, just the forest and open it up as a nature preserve. The FSA has agreed to sell the land and supports this.
- Thank you from Channel Five for the Town's support and funding.
- Department of Transportation grant- Supervisor Schrantz gave the board copies for their review.
- City of Dunkirk-asking for donations for July 4th fireworks, the board stated it is the board's view to keep donations like this within our own community.

RESIGNATION

06-59-18

On a motion of Council Miller, seconded by Council Boltz the following resolution was

ADOPTED Ayes 5

Nays 0

RESOLVED the Portland Town Board accepts the resignation of Carol Horlacher to the Code Office and secretary to the Planning Board effective May 17th.

PUBLIC COMMENT:

Lore Delcamp told the board the ditch in front of her home is getting worse and would like it cleaned out. Highway Superintendent Becker told her he would look at the ditch and can dig out as far as it will go.

OLD BUSINESS

VILLAGE/TOWN REPRESENTATIVES:

Gary Miller is scheduled to attend the next Village of Brocton board meeting, Supervisor Schrantz asked him to discuss the Village and Town courts merging together.

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The board discussed having the Village of Brocton Code Officer move from the Supervisor's office into the Code Office. Supervisor Schrantz said he will discuss this with him.

Supervisor Schrantz told the board the attorney is working on the inter-municipal agreement between the Village and Town and should have this completed by next week.

CHADWICK BAY:

Next meeting will be on July 12th, 8:00am in Dunkirk.

NORTH COUNTY WATER PROJECT:

Supervisor Schrantz updated the board on the progress, the tank at the Brocton reservoir is being installed, working on the pump station at the water tower. The water should be turned on by late August/September.

GREENCREST DRAINAGE/WATER DISTRICT 2 IMPROVEMENT PROJECT:

Supervisor Schrantz told the board Clerk Sobecki has been working on the paperwork, possibly spring of 2019 before the project can start.

WATER DISTRICT 8:

Supervisor Schrantz stated the Town has completed and sent to USDA all necessary paperwork, waiting on the Engineer. Supervisor Schrantz told the board he will call to see if they can move faster so we can go out to bid.

Clerk Sobecki told the board one of the requirements from USDA is to have an audit, request for an audit were sent to three different accounting firms: R.A. Mercer & Co., P.C., Freed Maxick CPA, and Saxton, Kocur and Associates, LLP. Clerk Sobecki said the only response back was from Freed Maxick who declined.

Supervisor Schrantz gave all board members a draft of the Intermunicipal Cooperation Water Agreement for the North Chautauqua County Water District for their review.

AUDIT:

Supervisor Schrantz will check with the accountant to have books audited by the end of the month.

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SEALING TOWN HALL PARKING LOT:

Highway Superintendent Becker stated he contacted three different sealing company's, two sent proposals:

Tabone's Southtowns Sealing, LLC-	\$1,250.00
H. Olsen & Sons, Contr. Inc.	\$1,870.00

SEAL TOWN HALL PARKING LOT

06-60-18

On a motion of Council Miller, seconded by Council Boltz the following resolution was

ADOPTED Ayes 5

Nays 0

RESOLVED the Portland Town Board approves Tabone's Southtowns Sealing LLC to seal and strip the Town Hall Parking Lot at a cost of \$1,250.00.

NEW BUSINESS:

JULY BOARD MEETING:

The Portland Town Board Meeting for July 11th will be held at Van Buren Point.

CODIFICATION OF ZONING BOOK

06-61-18

On a motion of Council Miller, seconded by Council Boltz the following resolution was

ADOPTED Ayes 5

Nays 0

RESOLVED the Portland Town Board approves the professional services of General Code for codification of the legislation of the Town at a cost of \$14,500, which will be billed in a two-year period.

MARMADUKE COMMITTEE:

Council Boltz thanked Patti Farrell and Pat Thompson for planting the flower pots at the statue. Brick orders will be taken until July.

DOG CONTROL:

Supervisor Schrantz stated Portland will be sponsoring a rabies clinic on June 28th, 4:30-7:30 at the Brocton Fire Hall.

BOARD MEMBERS:

Council Farrell stated she would like to see added to the Zoning/Code office monthly report a list on who has been sent a notice regarding property maintenance issues. Supervisor Schrantz stated he would get her the list.

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HIGHWAY DEPARTMENT:

Highway Superintendent Becker told the board the loner truck for the glider closed on Auction International at the close of bidding at \$4,000.00. The crew will start oil and stoning next week. Mr. Becker asked to go into Executive Session regarding personal.

PAY BILLS

06-62-18

On a motion of Council Manzella, seconded by Council Farrell the following resolution was ADOPTED Ayes 5

Nays 0

RESOLVED the Portland Town Board approves the bills for June 2018.

GENERAL FUND	\$14,019.14
TOWN OUTSIDE VILLAGE	\$783.81
HIGHWAY OUTSIDE VILLAGE	\$11,428.23
LIGHT	\$480.78
WATER	\$2,977.37

EXECUTIVE SESSION:

On a motion of Council Manzella, seconded by Council Miller the Board moved into Executive Session at 8:15 pm requested by the Highway Superintendent to discuss personal.

On a motion of Council Boltz, seconded by Council Manzella the Board returned to Regular Session at 9:05 p.m.

RESIGNATION

06-63-18

On a motion of Council Manzella, seconded by Council Miller the following resolution was ADOPTED Ayes 5

Nays 0

RESOLVED the Portland Town Board accepts the resignation of Highway Worker Leroy Lindstrom, last day of work-June 01, 2018.

With no further business, on a motion of Council Manzella, seconded by Council Boltz the meeting adjourned at 9:08 p.m. Carried unanimously.

Respectfully Submitted by,
Roxane Sobecki-Town Clerk

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