



TOWN OF PORTVILLE, NEW YORK

DATE: February 25, 2009

TIME: 7:00PM

MEETING: Town Board Meeting, Town of Portville, New York

LOCATION: Westons Mills Community Center, 1310 Olean Portville Road, Westons Mills, New York

PRESENT: Terry Keeley, Supervisor
William Stern, Deputy Supervisor
Gary Woodhead, Councilperson
Terri Batt, Councilperson
Charlene Van Dusen Councilperson
Stuart Frost, Highway Superintendent
James Parks, Town Clerk

Members of the community and media

Procedural Compliance

The meeting was opened by Supervisor Keeley asking attendees to stand and join him in the "Pledge of Allegiance".

Supervisor Keeley welcomed everyone and asked the town board, and town clerk to introduce themselves. Four board members were present to satisfy a quorum.

Public Comments

Deb Casper residing on Gleason Hollow Road, Portville, NY addressed the Town Board with concerns about the upper portion of Gleason Hollow Road being a private road versus a Town road.

January 21, 2008 Minutes Review

The minutes of the January 21, 2009 Town Board meeting were reviewed and a motion to approve was made by Councilperson Woodhead, seconded by Councilperson Stern and approved by the Town Board. VOTE: Keeley (YES), Stern (YES), Woodhead (YES), Batt (YES), Van Dusen (YES) MOTION CARRIED 5-YES 0-NO



Department Reports

The following monthly department reports were given:

Town Clerk
Highway Department Town Justice
Assessor
Building Department
Planning Board
Dog Control Officer
Town Justice

A motion was made by Councilperson Stern, seconded by Councilperson Batt and approved by the Town Board to accept the Department Reports as given. Vote: Keeley (YES), Stern (YES), Woodhead (YES), Batt (YES), Van Dusen (YES) MOTION CARRIED 5-YES 0-NO

New Business

Agenda Item #1: FINACIAL UPDATE

Supervisor Keeley gave an update regarding the Town's balance sheet, expenses, and earned interest.

(Refer to attachment accompanying these minutes)

Agenda Item #2: HIGHWAY DEPARTMENT INVENTORY

Highway Superintendent Frost submitted a report listing market value for each piece of Town equipment and vehicles, purchase price, and replacement cost. A forthcoming report will be presented on mileage reporting per vehicle and CDL certification.

Agenda Item #3: HIGHWAY DEPARTMENT VEHICLE & EQUIPMENT 10-YEAR PLAN

Superintendent Frost agreed to provide a 10-year plan for the maintenance, retention and replacement of each vehicle and piece of Town equipment. The plan will be submitted by the April 15, 2009 Town Meeting.



Agenda Item #4: MOSQUITO ABATEMENT

A discussion regarding the annual mosquito spraying program and contract with the county was held. A motion was made by Councilperson Van Dusen, seconded by Councilperson Stern and approved by the Town Board to pursue a county contract to spray in the 2009 season. Vote: Keeley (YES), Stern (YES), Woodhead (YES), Batt (YES), Van Dusen (YES) MOTION CARRIED 5-YES 0-NO .

Agenda Item #5 CITY OF OLEAN PROPOSALS

The Town Board discussed the City of Olean's recent decision to cancel its pursuit of a regional water and sewer control board and also commented on the City's future discussions regarding shared services. The Town Board agreed that before they partner with any particular municipality that we actually review their annual audit report that they submit to the state comptroller, understand the motives of each municipality to undertake a partnership in shared services, and clearly understand the net benefit financially to all taxpayers before pursuing such activities.

Agenda Item #6 WIND ENERGY

The Board discussed wind energy and how the Town should prepare for any potential for its eventuality in our community. Councilperson Batt will take the lead in working with the county and especially with communities in Erie and Wyoming Counties that have actually done wind energy implementations.

Agenda Item #7 PLANNING BOARD

The Comprehensive Planning Committee has been working on a community survey and requested a press release be submitted to the Olean Times Herald, PCS Newsletter and other venues. A motion was made by Councilperson Woodhead, seconded by Councilperson Batt and approved by the Town Board to review the survey with the intent to allow distribution and empower Councilperson Van Dusen to give final approval. Vote: Keeley (YES), Stern (YES), Woodhead (YES), Batt (YES), Van Dusen (YES) MOTION CARRIED 5-YES 0-NO .



TOWN OF PORTVILLE, NEW YORK

A Board discussion took place to review and update the Town's local fees. A motion was made by Councilperson Van Dusen, seconded by Councilperson Batt and approved by the Town Board to assign the Planning Board the task to review and update the Town's local fees. Vote: Keeley (YES), Stern (YES), Woodhead (YES), Batt (YES), Van Dusen (YES)
MOTION CARRIED 5-YES 0-NO .

Agenda Item #8 EXPENSE REVIEW

The Town Board reviewed and discussed the filed monthly expense vouchers. A motion was made by Councilperson Batt, seconded by Councilperson Van Dusen and approved by the Town Board to approve for payment the January 2009 monthly bills. VOTE: Keeley (YES), Stern (YES), Woodhead (YES), Batt (YES), Van Dusen (YES)
MOTION CARRIED 5-YES 0-NO

(Refer to attachment accompanying these minutes)

Adjournment

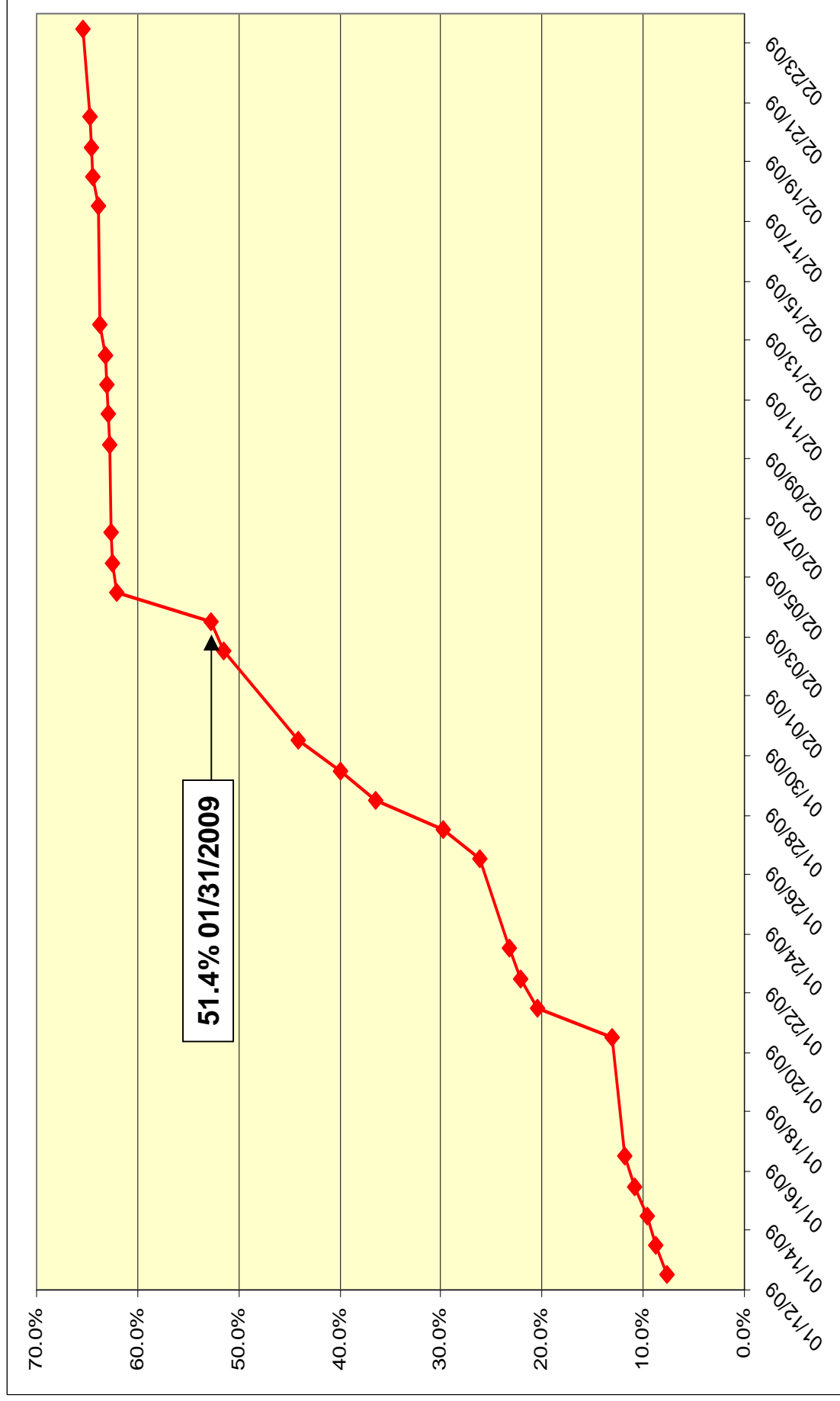
Being there was no further business a motion to adjourn at 8:50PM was made by Councilperson Batt, seconded by Councilperson Stern and approved by the Town Board. VOTE: Keeley (YES), Stern (YES), Woodhead (YES), Batt (YES) Van Dusen (YES).
MOTION CARRIED 5-YES 0-NO.

Respectfully submitted and signed,

James Parks
Town Clerk
Town of Portville, New York

2009 Tax Warrant Collection @ 65.4%

01/01/2009 - 02/23/2009



\$2,394,635.50 Town & County Warrant Total

Tax Collection Disbursement To Date As Of February 24, 2009				
	Warrant Due	Warrant Paid	Remaining Due	
A - General, Town-wide	44,876.00	44,876.00	0.00	
B - General, Town-wide, Excluding Village	164,390.00	164,390.00	0.00	
DA - Highway, Town-wide	0.00	0.00	0.00	
DB - Highway, Town-wide, Excluding Village	300,733.00	300,733.00	0.00	
LD740 - Happy Hollowing Lighting	2,880.00	2,880.00	0.00	
LD741 - Westons Mills Lighting	4,896.00	4,896.00	0.00	
Portville Fire District	116,975.00	116,975.00	0.00	
Westons Mills Fire District	93,871.00	93,871.00	0.00	
Happy Hollow Sewer Bond	9,338.00	9,338.00	0.00	
HH Sewer Delinquent Maintenance Fees	1,434.86	1,434.86	0.00	
County Taxes	<u>1,655,241.64</u>	<u>750,000.00</u>	<u>905,241.64</u>	
Total	<u>2,394,635.50</u>	<u>1,489,393.86</u>	<u>905,241.64</u>	
Funds Available For Disbursement			76,378.17	
Remaining Warrant To Be Collected			828,863.47	

Tax Payment Collection To Date As Of February 23, 2009	
Total Payments Received:	1,409
Total Tax Received:	1,565,075.45
Total Penalties Received:	696.58
Total Payment Dollars Received:	1,565,772.03
Percent of Warrant Collected To Date:	65.4%
Average Tax Payment To Date (Excluding Penalties):	1,110.77

TOWN OF PORTVILLE

02/25/2009

FUND BALANCE	01/31/2009	02/23/2009
A FUND	147,051.35	141,784.22
B FUND	162,112.07	161,361.80
DA FUND	91,614.33	91,633.15
DB FUND	272,188.41	261,383.26
A FUND - 0911 UFB	75,590.74	75,606.29
B FUND - 0911 UFB	30,847.48	30,853.83
DA FUND - 0911 UFB	5,858.63	5,859.84
DB FUND - 0911 UFB	44,005.48	44,014.54
LD-740 LIGHTING DISTRICT	14.11	2,176.05
LD-741 LIGHTING DISTRICT	428.43	4,966.92
SD-741 SEWER DIST BOND	-	9,339.46
SD-741 SEWER DIST MAINT FEES	6,645.78	6,647.17
LD-740 LIGHT DIST - 0911 UFB	284.76	284.76
LD-741 LIGHT DIST - 0911 UFB	506.33	506.37
SD-741 SEWER DIST MAINT 0911 UFB	9,964.63	11,335.60
	847,112.53	847,753.26

TOWN OF PORTVILLE

02/25/2009

OPEX	BALANCE ON	BALANCE ON	EXPENSE PENDING	BALANCE IF PAID
	01/31/2009	02/24/2009	02/25/2009	02/25/2009
A FUND	28,001.01	38,392.44	5,610.73	44,003.17
B FUND	2,388.58	4,236.98	2,905.00	7,141.98
DA FUND	420.00	420.00	2,900.90	3,320.90
DB FUND	33,377.94	47,197.49	19,167.78	66,365.27
LD-740 LIGHTING DISTRICT	190.46	548.74	-	548.74
LD-741 LIGHTING DISTRICT	341.11	1,059.56	-	1,059.56
SD-741 SEWER DIST BOND	-	-	-	-
SD-741 SEWER DIST MAINT FEES	-	-	-	-
	64,719.10	91,855.21	30,584.41	122,439.62

APPROPRIATED FUNDS TRANSFER	BALANCE ON	BALANCE ON
	01/31/2009	02/24/2009
A FUND	130,563.00	130,563.00
B FUND	-	-
DA FUND	92,000.00	92,000.00
DB FUND	-	-
LD-740 LIGHTING DISTRICT	-	-
LD-741 LIGHTING DISTRICT	-	-
SD-741 SEWER DIST BOND	-	-
SD-741 SEWER DIST MAINT FEES	-	-
	222,563.00	222,563.00

NON-TAX REVENUE RECEIVED	BALANCE ON	BALANCE ON
	01/31/2009	02/24/2009
A FUND	16.80	5,456.45
B FUND	1,450.00	4,820.00
DA FUND	-	-
DB FUND	-	-
LD-740 LIGHTING DISTRICT	-	-
LD-741 LIGHTING DISTRICT	-	-
SD-741 SEWER DIST BOND	-	-
SD-741 SEWER DIST MAINT FEES	1,323.55	1,638.55
	2,790.35	11,915.00

TAX REVENUE RECEIVED	BALANCE ON	BALANCE ON
	01/31/2009	02/24/2009
A FUND	44,876.00	44,876.00
B FUND	164,390.00	164,390.00
DA FUND	-	-
DB FUND	300,733.00	300,733.00
LD-740 LIGHTING DISTRICT	2,880.00	2,880.00
LD-741 LIGHTING DISTRICT	3,896.00	3,896.00
SD-741 SEWER DIST BOND	9,338.00	9,338.00
SD-741 SEWER DIST MAINT FEES (2008 DELINQUENCIES)	1,434.86	1,434.86
	527,547.86	527,547.86

NET FUND BALANCE	BALANCE ON	BALANCE ON	EXPENSE PENDING	BALANCE IF PAID
	01/31/2009	02/24/2009	02/25/2009	02/25/2009
A FUND	147,454.79	142,503.01	5,610.73	136,892.28
B FUND	163,451.42	164,973.02	2,905.00	162,068.02
DA FUND	91,580.00	91,580.00	2,900.90	88,679.10
DB FUND	267,355.06	253,535.51	19,167.78	234,367.73
LD-740 LIGHTING DISTRICT	2,689.54	2,331.26	-	2,331.26
LD-741 LIGHTING DISTRICT	3,554.89	2,836.44	-	2,836.44
SD-741 SEWER DIST BOND	9,338.00	9,338.00	-	9,338.00
SD-741 SEWER DIST MAINT FEES	2,758.41	3,073.41	-	3,073.41
A FUND 0911 UFB	75,590.74	75,606.29	-	75,606.29
B FUND 0911 UFB	30,847.48	30,853.83	-	30,853.83
DA FUND 0911 UFB	5,858.63	5,859.84	-	5,859.84
DB FUND 0911 UFB	44,005.48	44,014.54	-	44,014.54
LD-740 LIGHTING DISTRICT 0911 UNALLOCATED FUND BALANCE	284.76	284.76	-	284.76
LD-741 LIGHTING DISTRICT 0911 UNALLOCATED FUND BALANCE	506.33	506.37	-	506.37
SD-741 LIGHTING DISTRICT 0911 UNALLOCATED FUND BALANCE	9,964.63	11,335.60	-	11,335.60
	855,240.16	838,631.88	30,584.41	808,047.47

TOWN OF PORTVILLE Profit & Loss Detail

February 27, 2009

	Type	Date	Num
Income			
A FUND REVENUES			
1090 Interest & Penalties			
	Bill	02/27/2009	
Total 1090 Interest & Penalties			
Total A FUND REVENUES			
Total Income			
Expense			
A FUND EXPENDITURES			
1040.4 Software Licensing			
	Bill	02/27/2009	
Total 1040.4 Software Licensing			
1315.4 Personnel, Contractual			
	Bill	02/27/2009	
Total 1315.4 Personnel, Contractual			
1330.4 Tax Collector, Contr.			
	Bill	02/27/2009	
Total 1330.4 Tax Collector, Contr.			
1420.4 Attorney, Contractual			
	Bill	02/27/2009	
Total 1420.4 Attorney, Contractual			
1620.4 Bldg, Contractual			
	Bill	02/27/2009	
	Bill	02/27/2009	
	Bill	02/27/2009	
Total 1620.4 Bldg, Contractual			
1710.4 Misc Expenses			
	Bill	02/27/2009	
	Bill	02/27/2009	
	Bill	02/27/2009	
	Bill	02/27/2009	
Total 1710.4 Misc Expenses			
1920.4 Municipal Assoc. Dues			
	Bill	02/27/2009	
Total 1920.4 Municipal Assoc. Dues			

TOWN OF PORTVILLE
Profit & Loss Detail

February 27, 2009

	<u>Type</u>	<u>Date</u>	<u>Num</u>
9060.8 A Health Insurance			
	Bill	02/27/2009	
Total 9060.8 A Health Insurance			
9089.8 Employee Benefits			
	Bill	02/27/2009	
Total 9089.8 Employee Benefits			
Total A FUND EXPENDITURES			
B FUND -EXPENDITURES			
1110.4 Justice Court Fund			
	Bill	02/27/2009	
Total 1110.4 Justice Court Fund			
1989.4 Other			
	Bill	02/27/2009	
Total 1989.4 Other			
Total B FUND -EXPENDITURES			
DA FUND -EXPENDITURES			
5110.4 Road Repair Expenses			
	Bill	02/27/2009	
Total 5110.4 Road Repair Expenses			
Total DA FUND -EXPENDITURES			
DB FUND - EXPENDITURES			
5110.4 General Repairs, Contr.			
	Bill	02/27/2009	
	Bill	02/27/2009	
	Bill	02/27/2009	
	Deposit	02/27/2009	564
Total 5110.4 General Repairs, Contr.			
5130.4 Maintenance Expenses			
	Bill	02/27/2009	
	Bill	02/27/2009	
	Bill	02/27/2009	
	Bill	02/27/2009	
	Bill	02/27/2009	
	Bill	02/27/2009	

TOWN OF PORTVILLE Profit & Loss Detail

February 27, 2009

	<u>Type</u>	<u>Date</u>	<u>Num</u>
	Bill	02/27/2009	
	Bill	02/27/2009	
	Bill	02/27/2009	
	Bill	02/27/2009	
	Bill	02/27/2009	
	Bill	02/27/2009	
	Bill	02/27/2009	
	Bill	02/27/2009	
Total 5130.4 Maintenance Expenses			
5132.4 Utilities			
	Bill	02/27/2009	
Total 5132.4 Utilities			
5142.4 Snow Removal			
	Bill	02/27/2009	
Total 5142.4 Snow Removal			
9060.8 Health Insurance			
	Bill	02/27/2009	
Total 9060.8 Health Insurance			
9089.8 Employee Benefits			
	Bill	02/27/2009	
Total 9089.8 Employee Benefits			
Total DB FUND - EXPENDITURES			
Total Expense			
Net Income			

TOWN OF PORTVILLE Profit & Loss Detail

February 27, 2009
Name

Memo

Income

A FUND REVENUES

1090 Interest & Penalties

Ronald & Joanna Sprague

N5

Total 1090 Interest & Penalties

Total A FUND REVENUES

Total Income

Expense

A FUND EXPENDITURES

1040.4 Software Licensing

Edward J. Bysiek, CPA

N60

Total 1040.4 Software Licensing

1315.4 Personnel, Contractual

Edward J. Bysiek, CPA

N24

Total 1315.4 Personnel, Contractual

1330.4 Tax Collector, Contr.

Five Star Bank

N37

Total 1330.4 Tax Collector, Contr.

1420.4 Attorney, Contractual

Wagner & Hart, LLP

N25

Total 1420.4 Attorney, Contractual

1620.4 Bldg, Contractual

The Paper Factory

N56

Acme Business Machines

N58

Austin Locksmithing & Security Inc

N63

Total 1620.4 Bldg, Contractual

1710.4 Misc Expenses

Cynthia Nupp

N47

Cheryl Howard

N47

Verizon Select Services

N49

Verizon

N49

Total 1710.4 Misc Expenses

1920.4 Municipal Assoc. Dues

APHNYS STATE OFFICE

N35

Total 1920.4 Municipal Assoc. Dues

TOWN OF PORTVILLE
Profit & Loss Detail

February 27, 2009
Name

Memo

9060.8 A Health Insurance		
	BlueCross BlueShield of WNY	N29
Total 9060.8 A Health Insurance		
9089.8 Employee Benefits		
	Colonial Life Insurance	N29
Total 9089.8 Employee Benefits		
Total A FUND EXPENDITURES		
B FUND -EXPENDITURES		
1110.4 Justice Court Fund		
	NYS Comptroller's Office	N46
Total 1110.4 Justice Court Fund		
1989.4 Other		
	Ambassador Designs	N62 - JC/
Total 1989.4 Other		
Total B FUND -EXPENDITURES		
DA FUND -EXPENDITURES		
5110.4 Road Repair Expenses		
	Chemung Supply Corp	N92
Total 5110.4 Road Repair Expenses		
Total DA FUND -EXPENDITURES		
DB FUND - EXPENDITURES		
5110.4 General Repairs, Contr.		
	The Times Herald	N76
	Top Quality Products	N76
	Blue Collar Workwear	N81
	Hatch, Ryan W	reimburse
Total 5110.4 General Repairs, Contr.		
5130.4 Maintenance Expenses		
	Abbott Welding Supply	N88
	Bradco Supply Co.	N88
	Burton Plumbing & Heating	N88
	California Contractors Supply Inc	N88
	Chemung Supply Corp	N88
	Five Star Equipment, Inc.	N88

**TOWN OF PORTVILLE
 Profit & Loss Detail**

February 27, 2009

	Name	Memo
	Ganoungs Fire Protection Inc	N88
	NAPA West State Auto LLC	N88
	Portville Concrete Products Inc	N88
	Portville Truck & Auto Repair Inc	N88
	Rinker Oil Corp	N89
	Worth W Smith Co Surplus	N88
	Worth W Smith Co Surplus	N88
	United Refining Company of Pennsylvania	N89
Total 5130.4 Maintenance Expenses		
5132.4 Utilities		
	Verizon	N83
Total 5132.4 Utilities		
5142.4 Snow Removal		
	American Rock Salt Company LLC	N97
Total 5142.4 Snow Removal		
9060.8 Health Insurance		
	BlueCross BlueShield of WNY	N74
Total 9060.8 Health Insurance		
9089.8 Employee Benefits		
	Colonial Life Insurance	N74
Total 9089.8 Employee Benefits		
Total DB FUND - EXPENDITURES		
Total Expense		
Net Income		

TOWN OF PORTVILLE
Profit & Loss Detail

February 27, 2009
 Split

		<u>Amount</u>	<u>Balance</u>
Income			
A FUND REVENUES			
1090 Interest & Penalties			
	Accounts Payable	-410.97	-410.97
	Total 1090 Interest & Penalties	<u>-410.97</u>	<u>-410.97</u>
	Total A FUND REVENUES	<u>-410.97</u>	<u>-410.97</u>
Total Income		-410.97	-410.97
Expense			
A FUND EXPENDITURES			
1040.4 Software Licensing			
	Accounts Payable	258.12	258.12
	Total 1040.4 Software Licensing	258.12	258.12
1315.4 Personnel, Contractual			
	Accounts Payable	1,420.00	1,420.00
	Total 1315.4 Personnel, Contractual	1,420.00	1,420.00
1330.4 Tax Collector, Contr.			
	Accounts Payable	239.50	239.50
	Total 1330.4 Tax Collector, Contr.	239.50	239.50
1420.4 Attorney, Contractual			
	Accounts Payable	367.50	367.50
	Total 1420.4 Attorney, Contractual	367.50	367.50
1620.4 Bldg, Contractual			
	Accounts Payable	45.99	45.99
	Accounts Payable	22.62	68.61
	Accounts Payable	78.50	147.11
	Total 1620.4 Bldg, Contractual	147.11	147.11
1710.4 Misc Expenses			
	Accounts Payable	130.50	130.50
	Accounts Payable	37.44	167.94
	Accounts Payable	7.40	175.34
	Accounts Payable	120.92	296.26
	Total 1710.4 Misc Expenses	296.26	296.26
1920.4 Municipal Assoc. Dues			
	Accounts Payable	20.00	20.00
	Total 1920.4 Municipal Assoc. Dues	20.00	20.00

TOWN OF PORTVILLE
Profit & Loss Detail

February 27, 2009
Split

		<u>Amount</u>	<u>Balance</u>	
9060.8 A Health Insurance				
	Accounts Payable	2,243.99	2,243.99	
Total 9060.8 A Health Insurance		2,243.99	2,243.99	
9089.8 Employee Benefits				
	Accounts Payable	207.28	207.28	
Total 9089.8 Employee Benefits		207.28	207.28	
Total A FUND EXPENDITURES		5,199.76	5,199.76	5,610.73
B FUND -EXPENDITURES				
1110.4 Justice Court Fund				
	Accounts Payable	2,780.00	2,780.00	
Total 1110.4 Justice Court Fund		2,780.00	2,780.00	
1989.4 Other				
	Accounts Payable	125.00	125.00	
Total 1989.4 Other		125.00	125.00	
Total B FUND -EXPENDITURES		2,905.00	2,905.00	
DA FUND -EXPENDITURES				
5110.4 Road Repair Expenses				
	Accounts Payable	2,900.90	2,900.90	
Total 5110.4 Road Repair Expenses		2,900.90	2,900.90	
Total DA FUND -EXPENDITURES		2,900.90	2,900.90	
DB FUND - EXPENDITURES				
5110.4 General Repairs, Contr.				
	Accounts Payable	25.43	25.43	
	Accounts Payable	49.00	74.43	
	Accounts Payable	347.00	421.43	
	CHECKING -GENERAL/HIGHWAY	-47.00	374.43	
Total 5110.4 General Repairs, Contr.		374.43	374.43	
5130.4 Maintenance Expenses				
	Accounts Payable	102.22	102.22	
	Accounts Payable	80.10	182.32	
	Accounts Payable	55.00	237.32	
	Accounts Payable	79.80	317.12	
	Accounts Payable	1,133.34	1,450.46	
	Accounts Payable	370.50	1,820.96	

TOWN OF PORTVILLE
Profit & Loss Detail

February 27, 2009
 Split

	<u>Amount</u>	<u>Balance</u>
Accounts Payable	125.00	1,945.96
Accounts Payable	291.63	2,237.59
Accounts Payable	26.53	2,264.12
Accounts Payable	7,638.05	9,902.17
Accounts Payable	2,793.25	12,695.42
Accounts Payable	22.80	12,718.22
Accounts Payable	238.14	12,956.36
Accounts Payable	696.39	13,652.75
Total 5130.4 Maintenance Expenses	<u>13,652.75</u>	<u>13,652.75</u>
5132.4 Utilities		
Accounts Payable	40.50	40.50
Total 5132.4 Utilities	<u>40.50</u>	<u>40.50</u>
5142.4 Snow Removal		
Accounts Payable	2,664.13	2,664.13
Total 5142.4 Snow Removal	<u>2,664.13</u>	<u>2,664.13</u>
9060.8 Health Insurance		
Accounts Payable	2,228.80	2,228.80
Total 9060.8 Health Insurance	<u>2,228.80</u>	<u>2,228.80</u>
9089.8 Employee Benefits		
Accounts Payable	207.17	207.17
Total 9089.8 Employee Benefits	<u>207.17</u>	<u>207.17</u>
Total DB FUND - EXPENDITURES	<u>19,167.78</u>	<u>19,167.78</u>
Total Expense	<u>30,173.44</u>	<u>30,173.44</u>
Net Income	<u><u>-30,584.41</u></u>	<u><u>-30,584.41</u></u>