



DATE: October 21, 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, Town Supervisor
William Stern, Deputy Supervisor
Gary Woodhead, Councilperson
Charlene Van Dusen Councilperson
Terri Batt, 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".

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

Public Comments

No public comment was offered.

September 16, 2009 Minutes Review.

The minutes of the September 16, 2009 Town Board meeting minutes were reviewed and a motion to approve was made by Councilperson Batt and seconded by Councilperson Stern and approved by the Town Board. VOTE: Stern (YES), Woodhead (YES), Van Dusen (YES), Keeley (YES), Batt (YES) MOTION CARRIED 5-YES 0-NO



Department Reports

The following monthly department reports were given:

- Town Clerk
- Assessor
- Town Justice
- Highway Department
- Building Department
- Planning Board

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

New Business

Agenda Item #1 CHANGE OF USE FOR 104.010-1-42

Planning Board Chair David McCoy recommended the town board consider the change the use for the property at 925 Portville Olean Road to residential. A motion was made by Councilperson Van Dusen, seconded by Councilperson Woodhead and approved by the Town Board to accept that recommendation for change of use to residential. VOTE: Stern (YES), Woodhead (YES), Van Dusen (YES), Keeley (YES), Batt (YES) MOTION CARRIED 5-YES 0-NO

Agenda Item #2 FINANCIAL UPDATE

Supervisor Keeley gave an update regarding the town’s balance sheet and expenses.

(Refer to attachment accompanying these minutes)

Agenda Item #3 ASSESSOR V4 TRAINING

The Town Board reviewed a recommendation to approve hours and travel expense for assessor V4 training for Stefanie Bell. A motion was made by Councilperson Stern, seconded by Councilperson Batt and approved by the Town Board to compensate Stefanie Bell to attend this training. VOTE: Stern (YES), Woodhead (YES), Van Dusen (YES), Keeley (YES), Batt (YES) MOTION CARRIED 5-YES 0-NO

Agenda Item #4 HIGHWAY DEPARTMENT MAINTENANCE POLICY RES-20091021.8

The Town Board reviewed and discussed the proposed resolution to limit the types of maintenance performed by highway personnel and defining which type of maintenance must be performed by a licensed truck and tire parts/servicing companies. A motion was made by Councilperson Stern, seconded by Councilperson Van Dusen and approved by the Town Board to adopt RES-20091021.8. VOTE: Stern (YES), Woodhead (YES), Van Dusen (YES), Keeley (YES), Batt (YES) MOTION CARRIED 5-YES 0-NO

(Refer to attachment accompanying these minutes)

Agenda Item #5 BUDGET DRAFT v3 20091021 DISCUSSION

The board reviewed the status of the draft budget coming out of the October 14, 2009 budget workshop and subsequent discussion and direction regarding the maintenance or replacement of the single axle dump truck.

Agenda Item #6 Expense Review

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

(Refer to attachment accompanying these minutes)



TOWN OF PORTVILLE, NEW YORK

Adjournment

Being there was no further business a motion to adjourn at 9:15PM was made by Councilperson Batt, seconded by Councilperson Van Dusen and approved by the Town Board. VOTE: Stern (YES), Woodhead (YES), Van Dusen (YES), Keeley (YES), Batt (YES) MOTION CARRIED 5-YES 0-NO

Respectfully submitted and signed,

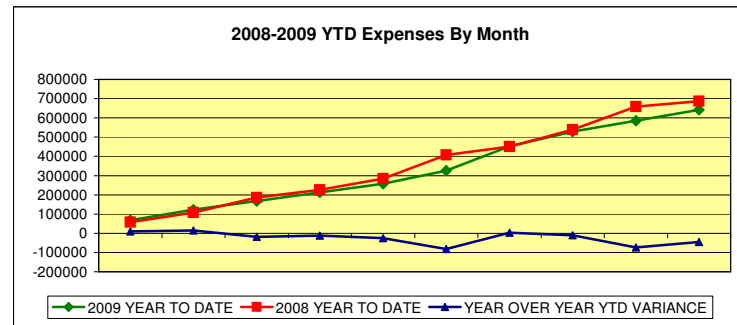
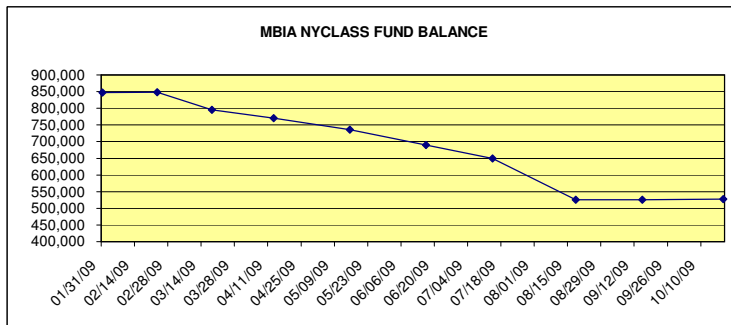
James Parks
Town Clerk
Town of Portville, New York

TOWN OF PORTVILLE

September 15, 2009

MBIA NYCLASS FUND BALANCE	01/31/2009	02/23/2009	03/18/2009	04/13/2009	05/15/2009	06/16/2009	07/14/2009	08/18/2009	09/15/2009	10/19/2009
A FUND - GENERAL TOWNWIDE	147,051.35	141,784.22	129,557.23	121,366.89	110,837.20	100,019.73	94,498.63	78,578.46	78,578.46	101,664.78
B FUND - GENERAL EXCLUDING VILLAGE	162,112.07	161,361.80	157,326.80	157,119.13	163,439.85	163,164.97	162,057.63	163,449.49	163,449.49	152,221.86
DA FUND - HIGHWAY TOWNWIDE	91,614.33	91,633.15	88,746.55	88,602.02	79,418.84	76,289.53	74,137.89	6,389.47	6,389.47	12,553.67
DB FUND - HIGHWAY EXCLUDING VILLAGE	272,188.41	261,383.26	228,420.07	212,693.84	190,152.98	167,623.84	136,611.30	94,159.98	94,159.98	77,332.60
A FUND - 0911 UFB	75,590.74	75,606.29	75,618.36	75,629.64	75,647.83	75,663.41	75,677.38	75,696.00	75,696.00	75,727.70
B FUND - 0911 UFB	30,847.48	30,853.83	30,858.75	30,863.38	30,870.82	30,877.13	30,882.84	30,890.43	30,890.43	30,903.33
DA FUND - 0911 UFB	5,858.63	5,859.84	5,860.76	5,861.62	5,863.02	5,864.22	5,865.31	5,866.75	5,866.75	5,869.19
DB FUND - 0911 UFB	44,005.48	44,014.54	44,021.54	44,028.07	44,038.69	44,047.77	44,055.96	44,066.83	44,066.83	44,085.32
LD-740 LIGHTING DISTRICT	14.11	2,176.05	2,016.90	1,860.66	1,861.01	1,733.21	1,597.97	1,463.21	1,463.21	1,226.61
LD-741 LIGHTING DISTRICT	428.43	4,966.92	4,648.16	4,369.11	4,370.16	4,143.06	3,902.67	3,662.86	3,662.86	3,531.11
SD-741 SEWER DIST BOND	-	9,339.46	9,340.96	9,342.33	9,344.52	8.01	8.01	8.01	8.01	8.01
SD-741 SEWER DIST MAINT FEES	6,645.78	6,647.17	6,648.25	6,649.27	8,226.25	8,228.05	8,492.17	9,807.09	9,807.09	10,808.89
LD-740 LIGHT DIST - 0911 UFB	284.76	284.76	284.76	284.76	284.76	284.76	284.76	284.76	284.76	284.76
LD-741 LIGHT DIST - 0911 UFB	506.33	506.37	506.37	506.37	506.37	506.37	506.37	506.37	506.37	506.37
SD-741 SEWER DIST MAINT 0911 UFB	9,964.63	11,335.60	11,337.40	11,339.06	11,341.86	11,344.26	11,346.43	11,349.31	11,349.31	11,354.19
	847,112.53	847,753.26	795,192.86	770,516.15	736,204.16	689,798.32	649,925.32	526,179.02	526,179.02	528,078.39

Operating Expenses	January	February	March	April	May	June	July	August	September	Oct To Date	CY2009 YTD
A FUND - GENERAL TOWNWIDE	28,655	15,378	21,082	14,396	15,736	19,996	12,822	20,416	16,697.04	14,366.84	179,544
B FUND - GENERAL EXCLUDING VILLAGE	2,389	4,753	4,853	4,458	5,516	1,790	5,160	4,108	9,098.87	4,190.99	46,317
DA FUND - HIGHWAY TOWNWIDE	420	2,901	158	9,203	3,145	2,165	67,754	6,390	-	-	92,135
DB FUND - HIGHWAY EXCLUDING VILLAGE	34,867	31,498	19,079	16,228	20,401	33,562	41,597	44,714	30,687.04	37,719.94	310,355
LD-740 LIGHTING DISTRICT	1,060	-	320	280	266	228	241	241	237.21	256.99	3,129
LD-741 LIGHTING DISTRICT	549	-	159	157	149	128	136	135	133.09	144.02	1,689
SD-741 SEWER DIST BOND	-	-	-	-	-	9,338	-	-	-	-	9,338
CY2009	67,939	54,530	45,651	44,721	45,213	67,208	127,709	76,005	56,853	56,679	642,508
CY2008	58,448	49,044	79,051	39,074	58,137	123,374	43,233	88,171	120,175	28,234	686,941
2009 YEAR TO DATE	67,939	122,470	168,120	212,841	258,054	325,262	452,971	528,976	585,829	642,508	
2008 YEAR TO DATE	58,448	107,492	186,543	225,617	283,754	407,128	450,360	538,532	658,707	686,941	
YEAR OVER YEAR MONTHLY VARIANCE	9,491	5,486	(33,400)	5,647	(12,924)	(56,166)	84,477	(12,167)	(63,322)	28,445	(44,432)
YEAR OVER YEAR YTD VARIANCE	16%	11%	-42%	14%	-22%	-46%	195%	-14%	-53%	101%	-6%
	9,491	14,978	(18,423)	(12,776)	(25,700)	(81,866)	2,611	(9,556)	(72,877)	(44,432)	
	16%	14%	-10%	-6%	-9%	-20%	1%	-2%	-11%	-6%	





TOWN OF PORTVILLE, NEW YORK

Resolution RES-20091021.8: Highway Department Maintenance Policy

- WHEREAS,** The Town of Portville desires to maximize the useful life of all highway vehicles and equipment; and,
- WHEREAS,** The Town of Portville does not possess the technical skills or equipment to perform maintenance on highway vehicles or equipment in accordance with manufacturers' specifications and periodicity; and,
- WHEREAS,** The Town of Portville has historically experienced premature vehicle and equipment turnover; and,
- WHEREAS,** The Town of Portville intends to minimize the cost of maintenance and replacement of all vehicles and equipment.

NOW, THEREFORE, the Town Board of the Town of Portville resolves that:

1. Henceforth, all town vehicles will be serviced by a licensed truck maintenance company approved by the town board of the Town of Portville at a periodicity concurrent with the recommendation and mutual concurrence of the licensed truck maintenance company and the town board of the Town of Portville; and,
2. Concurrent with the adoption of this resolution, said licensed truck maintenance company approved by the town board of the Town of Portville shall be Portville Truck unless otherwise changed to another licensed truck maintenance company by the town board of the Town of Portville; and,
3. The town highway personnel, at the direction of the highway superintendent, may perform oil, oil filter, and air filter changes, lubrication and other routine maintenance to any vehicle or equipment in its fleet as long as the action aligns to the manufacturers' specifications and does not void any warranties.
4. Replacement and repair to tires must be performed by a licensed tire supplier/installer certified to perform such action on the vehicles or equipment in need.

Approved this 21st day of October, 2009, in the Town of Portville, County of Cattaraugus, State of New York.

James Parks
Town Clerk
Town of Portville
PO Box 630
1102 Olean-Portville Road
Portville, NY 14770

TOWN OF PORTVILLE
Bills for Approval

As of September 16, 2009

	Split	Credit	Amount
Acme Business Machines			
	1620.4 Rental, Maint & Security	57.12	57.12
Total Acme Business Machines		57.12	57.12
Bernard Baldwin			
	1710.4 Misc Expenses	63.80	63.80
Total Bernard Baldwin		63.80	63.80
BlueCross BlueShield of WNY			
	-SPLIT-	2,630.10	2,630.10
Total BlueCross BlueShield of WNY		2,630.10	2,630.10
Brookline Machine Co Inc			
	5130.4 Maintenance Expenses	447.39	447.39
Total Brookline Machine Co Inc		447.39	447.39
Buffalo Crushed Stone			
	5110.4 General Repairs, Contr.	326.58	326.58
	5110.4 General Repairs, Contr.	93.91	93.91
Total Buffalo Crushed Stone		420.49	420.49
Cattaraugus Co Department of Public Works			
	5110.4 General Repairs, Contr.	144.04	144.04
Total Cattaraugus Co Department of Public Works		144.04	144.04
Cynthia Nupp			
	1710.4 Misc Expenses	156.60	156.60
Total Cynthia Nupp		156.60	156.60
Edward J. Bysiek, CPA			
	1315.4 Personnel, Contractual	900.00	900.00
Total Edward J. Bysiek, CPA		900.00	900.00
IA Construction Corporation			
	5110.4 General Repairs, Contr.	309.88	309.88
Total IA Construction Corporation		309.88	309.88
Lamb & Webster			
	5130.4 Maintenance Expenses	409.27	409.27
Total Lamb & Webster		409.27	409.27
Martonis, Daniel			
	1710.4 Misc Expenses	475.00	475.00
Total Martonis, Daniel		475.00	475.00

TOWN OF PORTVILLE
Bills for Approval

As of September 16, 2009

	<u>Split</u>	<u>Credit</u>	<u>Amount</u>
Midland Asphalt Materials Inc			
	5110.4 General Repairs, Contr.	13,271.25	13,271.25
Total Midland Asphalt Materials Inc		<u>13,271.25</u>	<u>13,271.25</u>
Monroe Tractor & Implement Co			
	5130.4 Maintenance Expenses	286.58	286.58
Total Monroe Tractor & Implement Co		<u>286.58</u>	<u>286.58</u>
Petty Cash			
	1620.4 Bldg, Contractual	94.03	94.03
Total Petty Cash		<u>94.03</u>	<u>94.03</u>
Portville Concrete Products Inc			
	5130.4 Maintenance Expenses	105.90	105.90
Total Portville Concrete Products Inc		<u>105.90</u>	<u>105.90</u>
Portville Truck & Auto Repair Inc			
	5130.4 Maintenance Expenses	19.12	19.12
Total Portville Truck & Auto Repair Inc		<u>19.12</u>	<u>19.12</u>
Rinker Oil Corp			
	5130.4 Maintenance Expenses	1,010.94	1,010.94
Total Rinker Oil Corp		<u>1,010.94</u>	<u>1,010.94</u>
Service Stores Park & Shop			
	1620.4 Bldg, Contractual	43.25	43.25
Total Service Stores Park & Shop		<u>43.25</u>	<u>43.25</u>
Sisson's Chain Saw & Stoves			
	5130.4 Maintenance Expenses	23.90	23.90
Total Sisson's Chain Saw & Stoves		<u>23.90</u>	<u>23.90</u>
Subcon Industries			
	1620.4 Bldg, Contractual	5.25	5.25
Total Subcon Industries		<u>5.25</u>	<u>5.25</u>
The Paper Factory			
	1620.4 Bldg, Contractual	4.20	4.20
Total The Paper Factory		<u>4.20</u>	<u>4.20</u>
The Times Herald			
	2980.4 Training, Safety & Comm	33.49	33.49
Total The Times Herald		<u>33.49</u>	<u>33.49</u>

TOWN OF PORTVILLE

Bills for Approval

As of September 16, 2009

	<u>Split</u>	<u>Credit</u>	<u>Amount</u>
Top Quality Products			
	5130.4 Maintenance Expenses	132.50	132.50
Total Top Quality Products		<u>132.50</u>	<u>132.50</u>
United Refining Company of Pennsylvania			
	5130.4 Maintenance Expenses	417.86	417.86
Total United Refining Company of Pennsylvania		<u>417.86</u>	<u>417.86</u>
US Postal Service			
	1620.4 Bldg, Contractual	44.00	44.00
Total US Postal Service		<u>44.00</u>	<u>44.00</u>
Valley Fab and Equipment			
	5130.4 Maintenance Expenses	290.95	290.95
Total Valley Fab and Equipment		<u>290.95</u>	<u>290.95</u>
West State Auto Parts LLC			
	5130.4 Maintenance Expenses	123.71	123.71
Total West State Auto Parts LLC		<u>123.71</u>	<u>123.71</u>
TOTAL		<u><u>21,920.62</u></u>	<u><u>21,920.62</u></u>