

**Town of Portville  
Board Meeting  
May 8th, 2018**

**Pledge to Flag:** 6:00PM

**Board Members Present:** Tim Emley, Supervisor, Stuart Frost, Deputy Supervisor  
David Suain, Councilman, Todd Johnson, Councilman

**Others:** Sherry Austin, Bob Austin, Jonah Watson, Dan Hale, Holly Fischer, Bob Fischer,  
Tami Atwell

**Motion to accept the Board Meeting Minutes from April 10<sup>th</sup>, 2018.**

Motion: Todd Johnson                      Second: Stuart Frost                      All Ayes

**Motion to accept the Public Hearing Minutes from April 10<sup>th</sup>, 2018.**

Motion: David Suain                      Second: Todd Johnson                      All Ayes

**Motion to approve Abstract #005 and pay monthly vouchers #196 - #244 in the amount of \$35,563.65.**

Motion: Tim Emley                      Second: Stuart Frost                      All Ayes

**RESOLUTION # 09-2018**

**STANDARD WORK DAY and REPORTING RESOLUTION for ELECTED AND APPOINTED OFFICIALS. (copy of Resolution on last page.)**

Resolved: David Suain                      Second: Todd Johnson                      All Ayes

**RESOLUTION #10-2018**

Municipal Solutions, Inc. AUTHORIZATION TO PROCEED for Town of Portville's Potential Water Project

**Whereas**, Municipal Solutions must have a current contract in place prior to work commencing, that must state fair market value rates and fees and be accepted by both the municipality and Municipal Solutions, whether the contract be a Preliminary Authorization to Proceed or a Full Contract.

**Whereas**, The services provided leading up to a final project scope include: Attending meetings to define the project scope, developing financing plans and funding sources, working with the Town officials and consultants including attorneys, architects and

engineers to determine project costs, preparing various maturity schedules for Town officials to determine repayment ability of anticipated borrowed fund for planning purposes, Assisting Town officials and their consultants in analysis of financial impact of proposed project, assisting the Town in preparation of financial information that may be used for public discussion in connection about the project, attending public information meetings upon request, other general services upon request.

**Whereas**, the fee for these services will be \$125.00 per hour plus expenses, including postage, copies/printing charges, conference call charges, mileage (prevailing IRS rate), travel and incidentals.

**Whereas**, a complete contract of services will be submitted for Town Board approval once the project scope is defined.

**Whereas**, this contract remains in effect for six months from the date of submission, or until a final Contract for Services becomes effective, whichever is first.

**Therefore, Be it Resolved**, that the Town Board of the Town of Portville agree to the Authorization to Proceed.

Resolved: \_\_\_\_\_ Second: \_\_\_\_\_ AIF: \_\_\_\_\_ OP: \_\_\_\_\_

**\*\*\* ABOVE RESOLUTION TABLED \*\*\***

**Department Head Reports/Updates:**

**Planning Board:** Planning Board meetings will be in various Business's around Town all Spring/Summer. Gravel Pit on 305 S. is still in the works. The Proposed Sign Ordinance is ready for final approval by board and to move forward to Public Hearing. Holly Fischer obtained the Kiosk that was not being used in Lincoln Park in Olean, and was told Town of Portville may have it for a donation to Santa Claus Lane. They want to get it and put it in front of the Bookstore on N. Main.

**Motion to appoint Rebecca Johnstone as an Alternate member of the Planning Board, effective 5/8/2018 – 12/31/2023.**

Motion: Stuart Frost                      Second: Todd Johnson                      All Ayes

**Dog Control:** Report filed.

**Code Enforcement:** Code complaint included in meeting packet. Report filed.

**Courts:** Report filed.  
**Assessors Report:** N/A  
**Highway Department:** N/A  
**Clerk:** Report filed.

**Old and New Business:**

**1.) Estimate for Austin's for upgrades to security camera system.**

**Motion to upgrade Austin Security System per estimate of \$950.93.**

**Motion:** Todd Johnson      **Second:** David Suain      **All Ayes**

**Board Members:** No comment.

**Public Comment:** No comment.

**Motion to Enter into Executive Session:** 7:10PM

**Motion:** Todd Johnson      **Second:** Stuart Frost      **All Ayes**

**Motion to Adjourn Executive Session:** 7:25PM

**Motion:** David Suain      **Second:** Todd Johnson      **All Ayes**

**Meeting Adjourned:** 7:26PM

**Motion:** Stuart Frost      **Second:** Todd Johnson      **All Ayes**

Respectfully Submitted,

Lora J. Weitzel  
Town Clerk

**\*\*\*See next page for Standard Workday and Reporting Resolution**



Office of the New York State Comptroller  
New York State and Local Retirement System  
Employees' Retirement System  
Police and Fire Retirement System  
110 State Street, Albany, New York 12244-0001

## Standard Work Day and Reporting Resolution for Elected and Appointed Officials

RS 2417-A  
(Rev. 3/14)

BE IT RESOLVED, that the Town of Portville (Name of Employer) / 30240 (Location Code) hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on time keeping system records or their record of activities:

Title	Standard Work Day (Hrs/day) Min. 6 hrs Max. 8 hrs	Name (First and Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates (mm/dd/yy-mm/dd/yy)	Participates in Employer's Time Keeping System (Yes/No-If Yes, do not complete the last two columns)	Record of Activities Result*	Not Submitted (Check only if official did not submit their Record of Activities)
<b>Elected Officials</b>									
Supervisor	6	Timothy Emley	9330	3786374-3	<input type="checkbox"/>	1-1-18-12-31-18	NO	4.32	<input type="checkbox"/>
Town Board	6	David Slocum	6232	6884599	<input type="checkbox"/>	1-1-18-12-31-18	NO	0.5	<input type="checkbox"/>
Host Superintendent	8	Todd Shaw	9892	6025121-2	<input type="checkbox"/>	1-1-18-12-31-18	NO	22.31	<input type="checkbox"/>
<b>Appointed Officials</b>									
Bookkeeper	6	Krenda Hale	1624	4263994-8	<input type="checkbox"/>	1-1-18-12-31-18	NO	5.85	<input type="checkbox"/>
Code Enforcement	6	Walter Platt	9994	4136356-5	<input type="checkbox"/>	1-1-18-12-31-18	NO	3.68	<input type="checkbox"/>

**SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE**

I, Lora J. Weitzel (Name of secretary or clerk), secretary/clerk (Circle one) of the governing board of the Town of Portville (Name of Employer), of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 8th day of May, 2018 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Town of Portville (Name of Employer) on this 8th day of May, 2018. Lora J. Weitzel (Signature of the Secretary or Clerk)

Affidavit of Posting: I, Lora J. Weitzel (Name of secretary or clerk), being duly sworn, deposes and says that the posting of the Resolution began on 5-8-18 (Date) and continued for at least 30 days. That the Resolution was available to the public on the

- Employer's website at \_\_\_\_\_
- Official sign board at Town Hall
- Main entrance secretary or clerk's office at Town Hall

