

UNAPPROVED  
BOARD MEETING MINUTES  
OCTOBER 21, 2024

A regularly scheduled meeting of the Board of Trustees was held on Monday, October 21, 2024, in the Village Hall. Mayor Dodge opened the meeting at 7:00 p.m. Also present were Trustee LePard, Trustee Barr, Trustee Holly-Eberhard, Coordinator Bobbitt, Police Chief Johnson, Assistant Fire Chief Czaja, Fred Srock, President of the Middleport Fire Department, Clerk-Treasurer VanBuren, and Tom Seaman, attorney. Deputy Mayor Blumrick was absent.

Trustee LePard led the Pledge of Allegiance.

There were several people in attendance as well.

A motion was made by Trustee LePard, and seconded by Trustee Holly-Eberhard, to approve the minutes of the September 23, 2024, Board meeting and the October 1, 2024, Special meeting. Carried, with all present voting aye.

A motion was made by Trustee LePard, and seconded by Trustee Barr, to authorize to amend the General Fund Revenues as outlined below:

ACCT	BUDGETED AMT	AMENDED AMT
A2660	\$157,853.64	\$161,216.63
A2680	7,254.38	12,567.10
	<b>TOTAL</b>	<b>\$ 8,675.71</b>

A motion was made by Trustee Holly-Eberhard, and seconded by Trustee LePard, to authorize to amend the General Fund Expenditures as outlined below:

ACCT	BUDGETED AMT	AMENDED AMT
A3120.4	\$55,154.38	\$63,830.09
	<b>TOTAL</b>	<b>\$ 8,675.71</b>

A motion was made by Trustee Holly-Eberhard, and seconded by Trustee LePard, to authorize payment of claims submitted on Abstract No. 5-24/25 in the amount of: General: \$109,131.00; Water: \$19,752.91; and Sewer: \$11,520.72; for a Total of: \$140,404.63. This figure includes Payroll Nos. 9 and 10. Carried, with all present voting aye.

A motion was made by Trustee Barr, and seconded by Trustee LePard, to approve Payroll Nos. 9 and 10 for periods ending September 21, 2024, and October 5, 2024. Carried, with all present voting aye.

The Treasurer's report was submitted and accepted for September 2024.

- The September revenue and expenditure reports were distributed to the Board.

The Public Works report was submitted and accepted for September 2024.

The Fire reports were submitted for the months of August and September 2024.

The Village and Town Police reports were submitted and accepted for September 2024.

A motion was made by Trustee Holly-Eberhard, and seconded by Trustee LePard, to approved the promotion of Officer Joshua T. Mandaville to the Police Sergeant position effective October 21, 2024, and he will also take on the duties of the Compliance Officer. Carried, with all present voting aye.

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At this time Officer Josh Mandaville was officially sworn in as Police Sergeant Mandaville.

A motion was made by Trustee LePard, and seconded by Trustee Holly-Eberhard, to approve the following resolution:

**VILLAGE OF MIDDLEPORT  
RESOLUTION  
SALE OF SURPLUS EQUIPMENT**

**WHEREAS**, the Village of Middleport is in possession of certain office furniture and police equipment which is no longer utilized by the Village and the Village wishes to dispose of such office furniture and equipment, now therefore be it

**RESOLVED**, that a certain desk, four police radar units, and four Panasonic Toughbook laptops are determined to be surplus property for which the Village has no use, and be it further

**RESOLVED**, the Village, through the Village Clerk, Mayor and/or Village Coordinator, is hereby authorized to sell such office furniture and equipment through auction to the highest bidder, and be it further

**RESOLVED**, the Village is hereby authorized to donate or otherwise dispose of the above office furniture and police equipment if no bids are received.

Carried, with all present voting aye.

A notice will be sent to the newspaper that the overnight parking ban will be enforced effective Sunday, December 1, 2024, through Sunday, April 6, 2025.

***PUBLIC COMMENT***

Kathy Kindle, a member of the Clute-Phillips American Legion Post #938 as well as a member of the Ladies Auxiliary, spoke about the Veterans Day gathering on Monday, November 11, 2024, at 11 a.m. by the Veterans Monument at the corner of Park Avenue and Main Street. The American Legion Ladies Auxiliary will be serving soup and sandwiches at the Middleport Fire Hall afterwards. They will also be serving cake to commemorate the day. Lastly, the Boys State and Girls State candidates will share their experience about the respective programs. Everyone is welcome to attend and it is free.

David Dingle from 94 N Hartland Street asked if Coordinator Bobbitt had determined why water was pooling at the end of his driveway. Coordinator Bobbitt said that he believes it is coming from the neighbor's house.

***CORRESPONDENCE***

A letter was read that was sent to Mayor Dodge from NYMIR (New York Municipal Insurance Reciprocal). They recommended that the DPW complete some distracted driving/driver safety courses through the LEARN platform. It is surprising that they didn't mention the Middleport Police Department enroll in these same courses since all of the insurance claims submitted have been from that department.

Clerk VanBuren read a thank you note from Benjamin Heyser, Ship Committee Chair, from Sea Scout Ship 25 – SSS Yorkshire. He wanted to thank the village on behalf of the sea scouts. They docked in Middleport on July 4<sup>th</sup> – July 5<sup>th</sup> during their weeklong trip on the Erie Canal. He also sent in two donations.

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A review from the Waterway Guide was read about the Village’s docking area where we were again given 4 out of 5 stars. This is the third review we have received this year.

**OLD BUSINESS**

The LSL (Lead Service Line) Inventory was completed by the DPW and Village Clerk-Treasurer. It was submitted to the NYS DOH on Wednesday, October 16, 2024.

Attorney Seaman said the Village’s Employee Handbook is on his list of things he needs to complete for the Village.

Clerk VanBuren reminded the Board and Department Heads again that the annual Sexual Harassment training and Violence in the Workplace Training needs to be completed before the end of the year.

**NEW BUSINESS**

The Village’s Shared Services Agreement is expired and needs to be renewed with the NYS DOT. There was some discussion.

A motion was made by Trustee Holly-Eberhard, and seconded by Trustee LePard, to authorize Mayor Dodge to execute the Shared Services Agreement between the NYSDOT (New York State Department of Transportation) and the Village of Middleport for a period of four years to assist with road maintenance and possibly sharing materials and equipment or performing a function on behalf of the other entity. Carried, with all present voting aye.

Clerk VanBuren presented a picture to the Board regarding a leak in the roof of the Village Hall. Coordinator Bobbitt will contact a roofing contractor to take a look at it to see if they can determine where the water is getting in and obtain a quote to repair the roof.

Clerk VanBuren stated that the Village Taxes will be relieved to Niagara County on Friday, November 1, 2024.

Chief Johnson told the Board he would like to hire a part-time police officer. He distributed a civil service application for them to review.

A motion was made by Trustee LePard, and seconded by Trustee Barr, to approve the hiring of Casey Jackson as a part-time police officer at an hourly rate of \$21 per hour with a start date effective Sunday, November 3, 2024. Carried, with all present voting aye.

Chief Johnson requested authorization to purchase a new patrol car for the police department. Per the NYSOSG mini-bid he requested, he received the following bids:

1	Sawyer Chrysler Dodge Inc DBA Sawyer Motors	2025	Dodge	Durango AWD	1	\$44,561.00
2	Bob Johnson CDJR	2025	Dodge	Durango Pursuit AWD	1	\$44,670.00
3	Falls Dodge Inc dba Joe Cecconis Chrysler Complex	2025	Dodge	Durango Police AWD	1	\$44,672.64
4	Falls Dodge Inc dba Joe Cecconis Chrysler Complex	2025	Dodge	Durango Police AWD	1	\$45,548.98
5	Empire Automotive of Northern New York, Inc.; DBA Empire CDJR	2025	Dodge	Durango Pursuit AWD	1	\$46,602.60

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A motion was made by Trustee LePard, and seconded by Trustee Barr, to authorize Chief Johnson to order a 2025 Dodge Durango Pursuit from the lowest bid cost of \$44,561.00 from Sawyer Chrysler Dodge Inc DBA Sawyer Motors. This is contingent upon attorney review and approval of the contract. Carried, with all present voting aye.

A motion was made by Trustee Holly-Eberhard, and seconded by Trustee LePard, to enter into Executive Session for the purpose of consultation with the Village's Attorney regarding personnel matters. Carried, with all present voting aye.

Executive Session opened at 7:56 p.m.

A motion was made by Barr, and seconded by Trustee LePard, to return to General Session. Carried, with all present voting aye.

General Session reconvened at 8:40 p.m.

A motion was made by Trustee Barr, and seconded by Trustee Holly-Eberhard, to set Josh Mandaville's rate of pay for the police sergeant position at \$26.00 per hour, and to appoint Sergeant Mandaville to the compliance officer position at the same pay rate previously given to the former compliance officer. Carried, with all present voting aye.

The next regularly scheduled meeting of the Board of Trustees will be held on Monday, November 18, 2024, at 7:00 p.m. in the Village Hall.

There being no other business, a motion was made by Trustee Barr, and seconded by Trustee Holly-Eberhard, to adjourn. Carried, with all present voting aye.

Meeting adjourned at 8:45 p.m.

*Respectfully Submitted,*

*Lisa M. VanBuren  
Clerk-Treasurer*