

UNAPPROVED
VILLAGE OF MIDDLEPORT
BOARD MEETING MINUTES
JUNE 18, 2025

A regularly scheduled meeting of the Board of Trustees was held on Wednesday, June 18, 2025, in the Village Hall. Mayor Dodge opened the meeting at 6:01 p.m. Also present were Trustee LePard, Trustee Barr, Deputy Mayor Blumrick, Trustee Holly-Eberhard, Coordinator Bobbitt, Chief Johnson, Fire Chief Ryan Czaja, Clerk-Treasurer VanBuren, and Dan Seaman, attorney.

Trustee Barr led the Pledge of Allegiance.

A motion was made by Trustee LePard, and seconded by Trustee Barr, to approve the minutes of the May 21, 2025, Board Meeting. Carried, with all present voting aye.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee LePard, to authorize Abstract No. 13-24/25 and Abstract 14-24/25 budget transfers in the General Fund as follows:

TO	FROM	AMOUNT
A1210.4	A1990.4	\$ 722.21
A3120.17	A3120.13	81.66
A5142.4	A5142.2	693.28
TOTAL		\$1,497.15
CARRIED, with all present voting aye.		

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Holly-Eberhard to authorize Abstract No. 14-24/25 budget transfers in the Sewer Fund as follows.

TO	FROM	AMOUNT
G1440.4	G1990.4	\$2,039.31
G8130.4	G8130.41	243.63
TOTAL		\$ 2,282.94
CARRIED, with all present voting aye.		

A motion was made by Trustee LePard, and seconded by Deputy Mayor Blumrick, to authorize payment of claims submitted on Abstract No. 13-24/25 in the amount of: General: \$16,291.13; Water: \$8,618.37; and Sewer: \$2,397.19; for a Total: \$27,306.69. This figure includes Payroll No. 27. Carried, with all present voting aye.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Barr, to authorize payment of claims submitted on Abstract No. 14-24/25 in the amount of General: \$2,634.23; and Sewer: \$6,209.57; for a Total: \$8,843.80. Carried, with all present voting aye.

A motion was made by Trustee Barr, and seconded by Trustee Holly-Eberhard, to authorize payment of claims submitted on Abstract No. 1-25/26 in the amount of General: \$122,819.48; Water: \$2,500.00; and Sewer: \$12,669.84; for a Total: \$137,989.32. This figure includes Payroll No. 1. Carried, with all present voting aye.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Barr, to approve Payroll No. 27 and Payroll No. 1 for weeks ending May 31, 2025, June 14, 2025. Carried, with all present voting aye.

- The Treasurer’s report was submitted and accepted for May 2025.
- The May revenue and expenditure reports were distributed.

The Public Works report was submitted and accepted for May 2025.

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The Village and Town Police reports were submitted and accepted for May 2025.

The Fire report was submitted and accepted for May 2025.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Holly-Eberhard, for authorization to proceed with sidewalk construction to reimburse property owners as stated in Local Law No. 2 for the year 1975, and resolution adopted March 16, 1992. This Local Law was most recently amended on June 18, 2018, setting the amount of reimbursement to \$4.50 per square foot of sidewalk replaced or fifty percent of the cost, whichever is less. Carried, with all present voting aye.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Barr, to authorize the Investment Policy as amended by the Village Board on May 20, 2024, to include the following banks: Tompkins Community Bank, KeyBank, Five Star Bank, Generations Bank, and M & T Bank. Carried, with all present voting aye.

A motion was made by Trustee LePard, and seconded by Trustee Barr, to authorize the rehiring of Evan Quiros to a seasonal laborer position for the DPW effective Monday, June 23, 2025, at an hourly rate of \$15.50 per hour. Carried, with all present voting aye.

A motion was made by Trustee Barr, and seconded by Deputy Mayor Blumrick, to authorize the hiring of Ethan Brown to a seasonal laborer position for the DPW effective Monday, June 30, 2025, at an hourly rate of \$15.50 per hour. Carried, with all present voting aye.

A motion was made by Trustee LePard, and seconded by Trustee Holly-Eberhard, to approve the Summer Royalton-Hartland Youth Swim Program beginning Monday, July 7, 2025, through Thursday, August 7, 2025. Carried, with all present voting aye.

A motion was made by Trustee LePard, and seconded by Deputy Mayor Blumrick, to approve Dottie Barr as Swim Director/Instructor at \$22.55/hour. Trustee LePard – aye, Trustee Holly-Eberhard – aye, Deputy Mayor Blumrick – aye, and Mayor Dodge – aye. Motion carried. Trustee Barr recused herself from voting.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Holly-Eberhard, to approve the following individuals to the position of Swim Instructor and/or Lifeguards: Kathy Mullin at \$15.50/hour as the instructor for the Adult Water Fit class, Madison Pratt and Jacob Hagen each at \$20.00/hour as Swim Instructors/Lifeguards. Ava Achtyl and Cora Lennon at \$17.40/hour as Lifeguards. Carried, with all present voting aye.

PUBLIC COMMENT

John Keirn, from Mill Street, stated that with the Cycle the Erie Canal coming up the week of July 13th, he cannot believe how many irresponsible dog owners there are that do not pick up their dog's waste as they walk along the Erie Canal bank. He has addressed this issue with the NY Canal Authority, as well. He said that he would clean up the canal bank along the Village of Middleport prior to the cyclist's arrival on Sunday, July 13th.

CORRESPONDENCE

Clerk VanBuren read a letter from Teamsters Local No. 264. They have completed the process for the selection of Union Stewards, and the position will be filled by Sarah Bottorff.

Clerk VanBuren read Brian Belson's resignation letter dated May 28, 2025, that he was resigning from the Code Enforcement Officer position effective May 28, 2025.

Highmark sent a notice of a proposed premium rate change for 2026. The proposed change is an 18.8% increase to the Village's current WNY Gold Complete plan. If this rate increase is approved, it would go into effect for the 2026-2027 Fiscal Year.

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OLD BUSINESS

The Summer Swim Program Intermunicipal Agreement that is pro rata for all parties has been sent to the Town of Royalton and the Town of Hartland for approval.

There was discussion about the Summer Swim Program fees previously set forth in April. Clerk VanBuren pointed out that there was never a fee set for participants in the babies/toddler's classes or the preschool classes that reside **outside** one of the sponsoring municipalities. The Summer Swim Program is primarily funded by taxpayer dollars in the sponsoring municipalities. Therefore, these municipalities cannot contribute funds for this program to anyone residing **outside** of their respective municipalities. After careful consideration, the Board decided that a fee **must be added** and there was further discussion as to what the fee should be set at.

A motion was made by Trustee LePard, and seconded by Deputy Mayor Blumrick, to authorize that a \$30.00 fee be collected for each participant in the Summer Swim Program babies/toddler's classes or the preschool classes that resides **outside** one of the sponsoring municipalities (Town of Hartland, Town of Royalton, and Village of Middleport) be collected at registration to cover the cost of the program. This also includes those that previously registered will need to pay an additional \$20 in order to participate in the 2025 program. Trustee LePard – aye, Trustee Barr – aye, Trustee Holly-Eberhard – nay, Deputy Mayor Blumrick – aye, and Mayor Dodge – aye. Motion carried.

RESOLUTION No. 20 – PROFESSIONAL SERVICE

A motion was made by Trustee LePard, and seconded by Trustee Holly-Eberhard, to authorize the execution of the Managed Service Agreement with C & H P.C. to manage the Village of Middleport's IT and Technology needs as stated in the agreement dated June 9, 2025. This agreement will be effective July 1st, 2025, for 12 months at a monthly cost of \$622.00. The service that C & H P.C. will be providing and has been providing for several years is considered a professional service, which is an exception under the Village's Procurement Policy, negating the need to obtain multiple quotes. Carried, with all present voting aye.

A motion was made by Trustee Holly-Eberhard, and seconded by Trustee LePard, to authorize Chief Johnson to purchase two new computers from C & H P.C. in Medina according to the terms in the Managed Service Agreement and as described in QU-0489. Chief Johnson will be using donations his department has received in previous years for this purchase. Carried, with all present voting aye. Carried, with all present voting aye.

Coordinator Bobbitt still has not received a second quote to replace the DPW garage door.

Coordinator Bobbitt has not received quotes for the sealing and striping of the Holy Cross Lutheran Church parking lot.

Coordinator Bobbitt is working on obtaining all of the necessary quotes for completing the Village Street paving projects for 2025. He has been in contact with two companies that are currently working on getting him quotes. Attorney Dan Seaman asked Coordinator Bobbitt to have a conversation with Attorney Tom Seaman about other possibilities for obtaining the street paving bids.

Chief Johnson asked the Board about the late fee for parking violations. The late fee was set at the May 21, 2025, meeting, but there was no discussion about increasing the late fee.

A motion was made by Trustee LePard, and seconded by Trustee Holly-Eberhard, to authorize setting the late fee for parking violations that are not paid within ten days

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from the date of the violation be increased from \$10.00 to \$25.00 effective immediately. Carried, with all present voting aye.

NEW BUSINESS

The Village is applying for a WIIA grant to help offset the costs of the necessary upgrades to the Hammond Parkway Pump Station and the Sherman Road Pump Station. The Village engineer, Tim Walck, from Wendel Engineering, recommended that the Village secure bonding authorization for this project prior to submission of the grant. Attorney Tom Seaman contacted Robert Smith from Hawkins, Delafield, and Wood LLP as he has assisted the Village in the past with the upgrades at the wastewater treatment plant.

Trustee LePard introduced the following resolution and moved its adoption:

RESOLUTION No. 20 - BOND RESOLUTION

**BOND RESOLUTION OF THE VILLAGE OF MIDDLEPORT,
NEW YORK, ADOPTED JUNE 18, 2025, AUTHORIZING THE
ISSUANCE OF BONDS IN A PRINCIPAL AMOUNT NOT TO
EXCEED \$325,000 TO FINANCE WASTEWATER PUMP
STATION IMPROVEMENTS, STATING THE ESTIMATED
MAXIMUM COST THEREOF IS \$325,000 AND APPROPRIATING
SAID AMOUNT FOR SUCH PURPOSE**

**THE BOARD OF TRUSTEES OF THE VILLAGE OF MIDDLEPORT, IN
THE COUNTY OF NIAGARA, NEW YORK, HEREBY RESOLVES** (by the favorable vote
of not less than two-thirds of all the members of said Board of Trustees) **AS FOLLOWS:**

Section 1. The Village of Middleport, in the County of Niagara, New York (herein called the “Village”), is hereby authorized to issue bonds in a principal amount not to exceed \$325,000 pursuant to the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called the “Law”), to finance improvements to the Hammond Parkway Wastewater Pump Station and the Sherman Road Wastewater Pump Station, and the acquisition and installation of a portable generator for use at both pump stations, and any other ancillary or related work in connection therewith, all as described in the report prepared for the Village by Wendel, duly licensed engineers.

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Section 2. The estimated maximum cost of the project described herein, including preliminary costs and costs incidental thereto and the financing thereof, is \$325,000 and said amount is hereby appropriated for such purpose. The plan of financing includes the issuance of bonds in a principal amount not to exceed \$325,000 to finance said appropriation, and the levy and collection of taxes on all the taxable real property in the Village to pay the principal of said bonds and the interest thereon as the same shall become due and payable.

Section 2. Bonds of the Village in the principal amount of \$325,000 are hereby authorized to be issued pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called the “Law”), to finance said appropriation.

Section 3. The following additional matters are hereby determined and declared:

(a) The period of probable usefulness of the object or purpose for which said bonds are authorized to be issued, within the limitations of Section 11.00 a. 4 of the Law, is forty (40) years.

(b) The proceeds of the bonds herein authorized, and any bond anticipation notes issued in anticipation of said bonds, may be applied to reimburse the Village for expenditures made after the effective date of this resolution for the purpose for which said bonds are authorized. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

(c) The proposed maturity of the bonds authorized by this resolution will exceed five (5) years.

Section 4. Each of the bonds authorized by this resolution and any bond anticipation notes issued in anticipation of the sale of said bonds shall contain the recital of validity as prescribed by Section 52.00 of the Law and said bonds, and any notes issued in anticipation of said bonds, shall be general obligations of the Village, payable as to both principal and interest by general tax upon all the taxable real property within the Village. The faith and credit of the Village are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds, and any notes issued in

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anticipation of the sale of said bonds, and provision shall be made annually in the budget of the Village by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 5. Subject to the provisions of this resolution and of the Law and pursuant to the provisions of Section 21.00 of the Law relative to the authorization of the issuance of bonds with substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond anticipation notes and Section 50.00 and Sections 56.00 to 60.00 and 168.00 of the Law, the powers and duties of the Board of Trustees relative to authorizing bond anticipation notes and prescribing the terms, form and contents and as to the sale and issuance of the bonds herein authorized, and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said bond anticipation notes, and as to the execution of agreements for credit enhancements, are hereby delegated to the Village Treasurer, the chief fiscal officer of the Village.

Section 6. The validity of the bonds authorized by this resolution, and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

- (a) such obligations are authorized for an object or purpose for which the Village is not authorized to expend money, or
- (b) the provisions of law which should be complied with at the date of the publication of such resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- (c) such obligations are authorized in violation of the provisions of the constitution.

Section 7. This bond resolution is subject to a permissive referendum and the Village Clerk is hereby authorized and directed, within ten (10) days after the adoption of this resolution, to publish or cause to be published, in full, in the official newspaper of the Village, having a general circulation within said Village, and posted in at least six (6) public places and in each polling place in the Village, a Notice in substantially the form appearing in Exhibit A hereto.

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Section 8. The Village Clerk is hereby authorized and directed, after said bond resolution shall take effect, to cause said bond resolution to be published, in summary, in the official newspaper of the Village, having a general circulation within said Village, together with a Notice in substantially the form as provided by Section 81.00 of the Law.

The adoption of the foregoing resolution was seconded by Deputy Mayor Blumrick, and duly put to a roll-call vote.

AYES:	Daniel A. Dodge Wayne B. Blumrick Renee’ Holly-Eberhard Kellie L. LePard Dorothy J. Barr
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NOES:	NONE
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The resolution was declared adopted.

The Village received the Canalway grant. Attorney Tom Seaman reviewed the New York Canal Corporation grant prior to the meeting and recommended that the Village accept the terms of the agreement.

RESOLUTION No. 21 - CANALWAY GRANT RESOLUTION

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Barr, to authorize Mayor Dodge to execute the Canalway Grant with the New York Canal Corporation as stated in Purchase Order No. 4400009358 dated April 18, 2025. Carried, with all present voting aye.

RESOLUTION No. 22 - 2025-2026 RHCSO SRO AGREEMENT

A motion was made by Trustee LePard, and seconded by Deputy Mayor Blumrick, to authorize Mayor Dodge to enter into an agreement with the Royalton Hartland Central School District for providing two police officers to act as School Resource Officers (SRO) for the 2025-2026 school year. Carried, with all present voting aye.

RESOLUTION No. 23 – ADMINISTRATION FEE

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Holly-Eberhard, to authorize Clerk-Treasurer VanBuren to split the \$150.00 administration fee that was levied to each unpaid water/sewer account to the 2025-2026 Village tax bills be split between the water fund and the sewer fund as follows. Clerk-Treasurer VanBuren will record \$75.00 on Account Code F2144 for Water Service Charges in the Water Fund and \$75.00 on Account Code G2122 for Sewer Charges in the Sewer Fund. Carried, with all present voting aye.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Holly-Eberhard, to enter into Executive Session for the purpose of discussing “medical, financial, credit or employment history of a particular person or corporation, or relating to appointment, promotion, demotion, discipline or removal” with the Village’s Attorney Carried, with all present voting aye.

Executive Session opened at 7:20 p.m.

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

No actions were taken during executive session.

General Session reconvened at 7:30 p.m.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Holly-Eberhard, to approve the rehiring of Michael Klock to the Building Inspector/Code Enforcement Officer position effective July 1, 2025, with an annual salary of \$8,400.00. Carried, with all present voting aye.

The next regularly scheduled meeting of the Board of Trustees will be held on Wednesday, July 16, 2025, at 6:00 p.m. in the Village Hall.

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

Meeting adjourned at 7:33 p.m.

Respectfully Submitted,

*Lisa M. VanBuren
Clerk-Treasurer*