

VILLAGE OF MIDDLEPORT  
BOARD MEETING MINUTES  
MAY 21, 2025

A regularly scheduled meeting of the Board of Trustees was held on Wednesday, May 21, 2025, in the Village Hall. Mayor Dodge opened the meeting at 6:04 p.m. Also present were Trustee LePard, Trustee Barr, Deputy Mayor Blumrick, Coordinator Bobbitt, Chief Johnson, Scott Kassmann, 2<sup>nd</sup> Assistant Chief of the Middleport Fire Department, Clerk-Treasurer VanBuren, and Tom Seaman, attorney. Trustee Holly-Eberhard was absent.

Deputy Mayor Blumrick led the Pledge of Allegiance.

At this time, Mayor Dodge invited Jim Schimek, owner of Schimek Auto & Towing, to present his proposal to the Board of Trustees. Mr. Schimek would like the Board to consider entering into a contract with Schimek Auto & Towing as a primary towing service for the Middleport Police Department. He is a local businessman who is hoping the Board can see the value in having a towing service that can respond quickly. This would save time for all first responders involved to clear scenes as quickly as possible and for the safety of the general public. Chief Johnson will check the department’s rules and regulations to see if there is anything that would prohibit this contract. He is also going to reach out to the Niagara County Sheriff’s Office since they are the Village’s dispatch. When all of the questions are answered, Mayor Dodge will personally follow up with Mr. Schimek.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee LePard, to approve the minutes of the April 16, 2025, Board Meeting, and the May 7, 2025, Work Session. Carried, with all present voting aye.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Barr, to authorize the budget transfer in the Sewer Fund from Acct Code G1990.4 to Account Code G8130.4 for \$1,500.00. Carried, with all present voting aye.

A motion was made by Trustee LePard, and seconded by Deputy Mayor Blumrick, to authorize the following budget transfers in the General Fund as outlined below:

TO	FROM	AMOUNT
A1420.4	A5142.4	\$1,400.00
A3120.11	A3120.13	500.00
A3120.16	A3120.13	100.00
A3120.17	A3120.13	100.00
A3620.4	A1990.4	100.00
A7180.4	A1990.4	50.00
A8160.4	A1640.4	400.00
<b>TOTAL</b>		<b>\$2,650.00</b>
<b>Carried, with all present voting aye.</b>		

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Barr, to authorize payment of claims submitted on Abstract No. 12-24/25 in the amount of: General: \$88,320.19; Water: \$25,414.70; and Sewer: \$18,506.68; for a Total of: \$132,241.57. This figure also includes Payroll Nos. 24, 25, and 26. Carried, with all present voting aye.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee LePard, to approve Payroll Nos. 24, 25, and 26 for periods ending April 19, 2025, May 3, 2025, and May 17, 2025. Carried, with all present voting aye.

The Treasurer’s report was submitted and accepted for April 2025.

- The April revenue and expenditure reports were distributed.

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

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

The Fire report was submitted and accepted for April 2025.

Scott Kassmann, 2<sup>nd</sup> Assistant Chief of the Middleport Fire Department, discussed the various meetings that were attended by officers of the department within the past month. The fire department recently purchased five sets of turnout gear at a total cost of \$16,000.00. They are also planning a steak roast on October 18, 2025. The Board thanked him for sharing all of this information.

There will be no refuse/recycling collection on Wednesday, May 28, 2025, due to the Memorial Day holiday. Regular pickup will be on Thursday, May 29, 2025.

Water and Sewer billing for the quarter billed on May 1, 2025:

Water:	\$ 56,079.47
Meter Rental:	2,229.50
Sewer:	57,211.75
Sewer Debt Service Charge:	<u>8,150.00</u>
<b>Total:</b>	<b>\$123,670.72</b>

This cycle billing is for 9,159,000 gallons.

**RESOLUTION No. 14 - 2025 Unpaid Water/Sewer Accounts**

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee LePard, to authorize Niagara County Real Property Department to relevel all unpaid water/sewer accounts onto the 2025-2026 Village tax bills. The amount of unpaid water/sewer bills as of April 30, 2025, added onto the 2025-2026 tax roll: \$39,226.90. This figure includes the administration fee that was added to each unpaid account.

Tax warrant to be signed by Mayor Dodge in the amount of \$801,076.46 (tax levy of \$761,549.56 plus unpaid water and sewer of \$39,226.90 and miscellaneous charges of \$300.00).

**RESOLUTION No. 15 - 2025 Parking Ticket Fine**

A motion was made by Trustee Barr, and seconded by Trustee LePard, for the authorization to set the standard parking ticket fine within the Village of Middleport at \$50.00 and to update and incorporate such standard parking ticket fine into the Village's Fee Schedule, said fee is hereby established in accordance with Village of Middleport Code Section 185-10(B). This is to include all associated late fees, as well. Carried, with all present voting aye.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee LePard, to approve the potential carryover hours for the following employees: 64 hours of vacation carryover for Clerk VanBuren, 92 hours of vacation carryover for Chief Johnson, and 1.75 hours of vacation carryover for Coordinator Bobbitt. Carried, with all present voting aye.

***PUBLIC COMMENT***

There was no public comment offered at this time.

***CORRESPONDENCE***

The family of Vivian and Richard Raduns would like to donate a Memorial Bench to the Village in their honor. Clerk VanBuren will contact the family to get more details on the type of bench and the location where they would like it placed.

Royalton Hartland Community Library – Summer Reading Kick-off Program June 5<sup>th</sup> from 5:30 p.m. to 7:30 p.m. – The librarian would like to close down Park Avenue between Main Street and Vernon Street.

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A motion was made by Trustee LePard, and seconded by Trustee Barr, to authorize the closure of Park Avenue between Main Street and Vernon Street on Thursday, June 5, 2025, from 5:30 p.m. to 7:30 p.m. Carried, with all present voting aye.

The Town of Hartland Community Day & Volunteer Fire Co. Fundraiser will be held on Saturday, June 14<sup>th</sup>, 2025, in conjunction with the Veteran's Helicopter Memorial Dedication that will take place from 9 a.m. to 11 a.m.

Clerk VanBuren read an excerpt from an email pertaining to the NYS Office of the State Comptroller's December 2024 report.

Clerk VanBuren read Officer Andrew Magin resignation letter. The Board accepted it with regret and hope his circumstances allow him to be rehired by the police department in the future.

**OLD BUSINESS**

Attorney Seaman stated that the Niagara County Legislature has already approved the county's acquisition of the Village of Middleport property located at 4435 Griswold Street. This is the location of the standpipe and the future home of a Niagara County Communications Tower. Attorney Seaman will have a resolution drafted for the June Board meeting regarding this property transfer.

The Summer Swim Program Intermunicipal Agreement that is pro rata for all parties will be drafted and circulated to the Town of Royalton and the Town of Hartland by Attorney Seaman shortly.

**RESOLUTION No. 16 - 2025 Intermunicipal Agreement**

A motion was made by Trustee LePard, and seconded by Trustee Barr, to authorize the Village to enter into an intermunicipal agreement with the Towns of Hartland and Royalton for the shared costs of the summer swim program, with costs to be shared on a pro-rata basis, contingent on attorney approval. Carried, with all present voting aye.

Attorney Seaman is still working on the Master Service Agreement with C & H P.C. He said he will try to set up a meeting with them prior to the next meeting to get this resolved.

Coordinator Bobbitt still has not received a second quote to replace the DPW garage door despite the fact that a representative came out to take all of the measurements. He will follow up with them again.

Coordinator Bobbitt has been unable to receive quotes for the sealing and striping of the Holy Cross Lutheran Church parking lot from two companies.

Coordinator Bobbitt is working on obtaining all of the necessary quotes for completing the Village Street paving projects for 2025.

Trustee LePard introduced the following resolution and moved its adoption:

**RESOLUTION No. 17 -2025 SEQR**

**WASTEWATER PUMP STATION IMPROVEMENTS**

**WHEREAS**, in compliance with Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act-SEQR) of the Environmental Conservation Law, the Middleport Village Board has reviewed the Wastewater Pump Station Improvements Project proposed in the Village of Middleport, and

**WHEREAS**, the completion of these improvements is subject to the New York State Environmental Quality Review Act, SEQRA; and

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**WHEREAS**, the Village Board of the Village of Middleport has classified the action as a Type II action which are not subject to SEQR review; and

**WHEREAS**, the Village of Middleport has determined that the proposed project, which is a Type II action based on Section 617.5 part c (2) replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building, energy, or fire codes unless such action meets or exceeds any of the thresholds in section 617.4 of this Part, will not have a significant impact on the environment or are otherwise precluded from environmental review under Environmental Conservation Law, article 8.

**THEREFORE, BE IT RESOLVED**, that the Village Board of the Village of Middleport, after considering the action proposed herein, reviewing the criteria contained in Section 617.5-part c2 and c9 of the Rules and Regulations of the SEQRA Regulations for the Wastewater Pump Station Improvements Project, determines that the action is a Type II action and is not subject to SEQR review; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Village of Middleport Board hereby determines that the proposed project is a Type II action and therefore is not anticipated to result in any significant adverse impact, and in accordance with SEQR, no SEQR determination of significance, EIS or findings statement is required.

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 Kellie L. LePard Dorothy J. Barr
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NOES:	NONE
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ABSENT:	Reneé Holly-Eberhard
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**NEW BUSINESS**

Chief Johnson received a quote from C & H P.C. for two new computers in the police department utilizing donated funds from FMC Corporation. Attorney Seaman asked Chief Johnson if this could wait until the June meeting to allow more time to resolve the master service agreement.

Clerk VanBuren said that a fee needs to be established for the police department to do fingerprinting. There was a brief discussion about it.

**RESOLUTION No. 18 - 2025 Police Department Fingerprinting**

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Barr, to set the rate for fingerprint services at \$100.00, said fees to compensate for the time and expense of the Middleport Police Department. Carried, with all present voting aye.

A motion was made by Trustee Barr, and seconded by Deputy Mayor Blumrick, to enter into Executive Session for the purpose of consultation with the Village's Attorney regarding personnel with unused vacation time for the Fiscal Year 2024-2025. Carried, with all present voting aye.

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Executive Session opened at 7:33 p.m.

Attorney Seaman advised Mayor Dodge that the department heads should leave the Board room for the executive session at approximately 7:55 p.m. Chief Johnson, Coordinator Bobbitt, and Clerk VanBuren exited the Board room.

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

No actions were taken during executive session.

General Session reconvened at 8:26 p.m.

A motion was made by Trustee LePard, and seconded by Deputy Mayor Blumrick, to authorize Clerk VanBuren to carry over Officer Yotter's 56 hours of vacation time into the next fiscal calendar year with the stipulation that the time must be used by August 31, 2025. Carried, with all present voting aye.

The next regularly scheduled meeting of the Board of Trustees will be held on **Wednesday, June 18, 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 Deputy Mayor Blumrick, to adjourn. Carried, with all present voting aye.

Meeting adjourned at 8:29 p.m.

*Respectfully Submitted,*

*Lisa M. VanBuren*  
*Clerk-Treasurer*