

UNAPPROVED  
VILLAGE OF MIDDLEPORT  
BOARD MEETING MINUTES  
JULY 16, 2025

A regularly scheduled meeting of the Board of Trustees was held on Wednesday, July 16, 2025, in the Village Hall. Mayor Dodge opened the meeting at 6:00 p.m. Also present were Trustee Barr, Deputy Mayor Blumrick, Trustee Holly-Eberhard, Coordinator Bobbitt, Chief Johnson, Code Enforcement Officer, Mike Klock, Fire Chief Ryan Czaja, Clerk-Treasurer VanBuren, and Tom Seaman, attorney. Trustee LePard was absent.

Trustee Holly-Eberhard led the Pledge of Allegiance.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Barr, to approve the minutes of the June 18, 2025, Board Meeting, and the July 2, 2025, Special Meeting. 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. 2-25/26 in the amount of: General: \$143,646.23; Water: \$25,507.69; and Sewer: \$9,398.19; for a Total: \$178,552.11. This figure includes Payroll Nos. 2 and 3. Carried, with all present voting aye.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Holly-Eberhard, to approve Payroll No. 2 and Payroll No.3 for weeks ending June 28, 2025, and July 12, 2025. Carried, with all present voting aye.

The Treasurer's report was submitted and accepted for June 2025.

- The May revenue and expenditure reports were distributed.

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

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

The Fire report was submitted and accepted for June 2025.

### ***PUBLIC COMMENT***

Village residents, Keri Pratt and Tim Moriarity attended as members of the Middleport Beautification Committee. Keri spoke about the upcoming events the committee has planned, especially the October event to celebrate the 200<sup>th</sup> Anniversary of the Erie Canal. The committee has a band scheduled to perform in the municipal parking lot between the Village Hall and the DPW garage. The Middleport Fire Department is planning to sell beer, and there will be wine vendors as well as food trucks. She questioned how this would impact the Village's open container law. Chief Johnson said that if they could fence off the areas selling alcoholic beverages separate, they should be fine. There was discussion about insurance coverage and needing permission to use the whole municipal parking lot since a portion of it is owned by the business owners. The committee will follow up with the Village Board when they have that information.

### ***CORRESPONDENCE***

Clerk VanBuren read a letter from the Village's CPA firm, Tronconi Segarra & Associates. The letter was to inform the Village that as of July 1, 2025, Tronconi Segarra & Associates has partnered with Ascend, a leading national company.

### ***OLD BUSINESS***

Clerk VanBuren read an email from a representative from the NYS Dept of State that was sent to Mayor Dodge, Coordinator Bobbitt, and herself in regards to the unexecuted contract. The NYS Department of State stated that this was the final reminder, and that if they do not receive the signed contract package by August 13<sup>th</sup>, 2025, the contract may be rescinded. A lengthy discussion ensued.

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Coordinator Bobbitt has finally received a second quote to replace the DPW garage door, and should have the third quote in before the August meeting.

Coordinator Bobbitt has spoken with Mark Christenson from Holy Cross Lutheran Church. He told Mark that the Village would prefer if they sought out a contractor to complete the sealing and striping of the church parking lot. The Village would then pay 50 percent of the cost.

**RESOLUTION No. 25 – HOLY CROSS LUTHERAN CHURCH**

A motion was made by Trustee Barr, and seconded by Deputy Mayor Blumrick, authorizing the Village to enter into a contract with Holy Cross Lutheran Church for the sealing and striping of the shared use parking lot, each entity to split the cost thereof, contingent on attorney of said contract. Carried, with all present voting aye.

Coordinator Bobbitt is still working with several contractors to obtain all of the necessary quotes for completing the Village Street paving projects for 2025. He is hoping to have those quotes before the August meeting.

The Niagara County Radio Tower is still in the lengthy wetlands review process.

Attorney Seaman has assigned the employee handbook project to a summer intern.

**RESOLUTION No. 26 – CANAL DOCK CONTRACTS**

A motion was made by Trustee Holly-Eberhard, and seconded by Trustee Barr, to withdraw the Village's applications for the two grants related to the Canal Dock Improvement Project for electrical and water line upgrades, and direct Mayor Dodge not to execute any contracts related thereto, and to authorize the mayor to notify both granting agencies that the Village is unable to justify moving forward with the expense of the project, in particular because of the current condition of the canal wall. Carried, with all present voting aye.

**NEW BUSINESS**

Attorney Seaman spoke about a recent FOIL request that the Village received for the discipline records of two police officers. Below is the policy that should be followed for any future FOIL requests relating to police department personnel:

Village of Middleport Policy regarding Freedom of Information Requests of Police Disciplinary Records is as follows:

It is hereby the Policy of the Village of Middleport and the Village of Middleport Police Department, that pursuant to New York State Freedom of Information Law Section 87(6), any requests for police officer disciplinary records will cause the Village Clerk's office to notify the subject police officer, in writing, of such FOIL request and the notification to the officer shall include a copy of the FOIL submitted on the Village.

**RESOLUTION No. 27 – MISCELLANEOUS CHARGE REFUND**

A motion was made by Trustee Holly-Eberhard, and seconded by Deputy Mayor Blumrick, to authorize Clerk-Treasurer VanBuren to refund the \$150.00 miscellaneous charge that was levied to the 2025-2026 Village Tax Bill for the extra garbage cart service fee to Stephanie Allen. The home was changed to a two-family property by the Town of Royalton assessor so she is entitled to two garbage carts at no charge per the terms of the Village's contract with Modern Disposal Service.

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Clerk VanBuren received the estimated invoices from the New York State & Local Retirement System for the Employee Retirement System and the Police and Fire Retirement System. They are both lower than the previously received projected invoice amounts that were budgeted.

Attorney Seaman will draft a Local Law to update the current Village Streets and Sidewalks Code for the August meeting.

Coordinator Bobbitt asked the Board to consider renting a street sweeper rather than buying one. There was a brief discussion as to the pros and cons of renting versus buying a used one or even leasing one.

**RESOLUTION No. 28 – STREET SWEEPER RENTAL**

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Barr, authorizing the rental of one Tymco Model 600 Regenerative Air Street Sweeper w/Catch Basin Hose for two weeks, three times in the Village's current fiscal year (six weeks total), with the anticipation that the rental occurs in the summer of 2025, the fall of 2025, and the spring of 2026, at a cost of \$2,917.00 per week or \$3,833.00 per week depending on the dates of the rental, in accordance with the J & J Equipment, 8913 Terex Drive, Brewerton NY 13029, quote dated July 16, 2025. Such expenditure to be made in accordance with NYS State Bid, OGS Contract No. S69110, and to authorize Village Coordinator, Bryan Bobbitt, to execute any and all documentation necessary to effectuate such rental, contingent on attorney approval.

The next regularly scheduled meeting of the Board of Trustees will be held on Wednesday, August 20, 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 7:23 p.m.

*Respectfully Submitted,*

*Lisa M. VanBuren  
Clerk-Treasurer*