

Village of Portville

July 20, 2026

Minutes

Present:

Annette Seybert, Clerk
Joseph McLarney, Deputy Mayor
Michael DeBarbieri, Trustee
Ronald Lott, Trustee
Mark Crosson, Police Chief
Brad Camp, DPW Superintendent

Excused: Anthony Evans, Mayor
Andy Lee, Trustee
Ed Jennings, Code Enforcement

Attendees:

Syd Evans
Bob Fischer
Steve Bell
Mike Randolph
Kak Linza

Opening of Meeting: The meeting commenced at 6:00 p.m. with the pledge of allegiance to the flag. We had a quorum.

MOTION: was made to approve the minutes of the Board Meeting of June 15, 2026.

Motion: Michael DeBarbieri 2ND Ron Lott All -Ayes

MOTION: to approve Abstract #013, Vouchers #2450 -#2492, in the amount of \$96,214.72. And to approve Vouchers #106-#112, in the amount of \$603,905.99. Grand Total of \$700,120.71.

Motion: Ron Lott 2ND Michael DeBarbieri All -Ayes

Mayor's Report:

Weekly consultation meetings with...

- The Water/Sewer and treatment facility Project engineers and contractors
- Portville Community Association (PCA) and CATTaraugus COLlective Downtown Development (Main Street Grant)
- Portville Central School (PCS) and KABOOM staff regarding Lyman Baker Park Playground expansion
- Staff interviews

Police Report -

June 16,2026 through July 13,2026

Patrols responded to 6 calls of service, 4 in the Town and 2 call in the Village.

Patrols made several traffic stops and issued 3 traffic tickets.

On June 17th, Chief Crosson participated in "Mystery Reader" with the PCS Kindergarten classes.

On June 27th Annual In-Service training was held for the Police Department. This included Force Training, Taser Re-Certification and Firearms Qualification.

On July 10th-12th, we had several officers working during Heritage Days festivities. No issues were reported.

Chief Crosson is working on a new grant application for the Village Police Department, more to report next month.

Justice Report: Complete report is on file.

Clerk's Report:

NY Penn Railroad is requesting authorization to close Elm Street for approximately one week in mid-August, before school begins, to fully redo the tracks and roadway leading to the railroad crossing. Ben Scott is the railroad representative and can be reached at 716-378-8660.

Treasurer Report:

Complete Treasurer report has been e-mailed to all Trustees prior to tonight's meeting.

Codes Report -

- Assisted with the demolition of a house on Colwell Street.
- Closed out four folders.
- Assisted with the sewer project system.
- Contacted residents regarding sheds and related matters.
- Reviewed a property maintenance complaint.
- Sent out two Orders to Remedy for compliance.
- Worked on existing building permits.
- Completed a walk-through inspection of construction at 5-8 S. Union Street.
- Filed building permits.

DPW REPORT-

- **Utility and Water Work:** Completed 27 utility locates and repaired four water service line issues.
- **Park and Community Projects:** Attended KABOOM meetings and completed site preparation for the Lyman Baker playground. The septic system at Lyman Baker Park was also pumped out.

- **Reporting and Compliance:** Completed the June water Department of Health (DOH) reports and continued work on the June Department of Environmental Conservation (DEC) DMR report, including the transition from Job Lowry to Brad Camp.
- **Meetings and Sewer Plant Operations:** Attended multiple capital project meetings and addressed ongoing issues at the sewer plant.
- **Heritage Days and Property Maintenance:** Prepared for Heritage Days, completed mowing and property maintenance, cleaned bathrooms, and repaired a toilet damaged by vandalism.
- **Staffing:** New hire Nick Mowrey started on July 15.
- **DPW:** Brad Camp is working on a Fleet Report as of July 2026. A new file has started.

Old And New Business:

Up-Date Old Business:

Downtown/Main Street Grant: Bob Fischer reported on several Village projects, including the Main Street Downtown grant. The Village has \$20,000 in grant funding that must be spent by the end of the year. Planned improvements include a mural on the exterior brick wall of the Subway building facing the alleyway, as well as updates to sidewalks and front walkways. The survey has been completed, and \$1,200 has been paid from the grant proceeds. Plans remain in progress.

KABOOM Playground Project: The playground project is well underway. Grading has been completed, and supplies have been delivered for the community workdays, which begin Thursday and conclude Saturday, July 25, 2026, with significant community support.

Resolution # 19-26

**WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT
(CWSRF #C9-6612-03-00)**

**CONTRACT NO. 1B - ELECTRICAL CONSTRUCTION
AWARD AUTHORIZATION RESOLUTION**

WHEREAS bids for Contract No. 1B - Electrical Construction for the Village of Portville Wastewater Treatment Plant Improvement Project, publicly opened, and read aloud on June 2, 2026; and
WHEREAS, Square Engineering, D.P.C., the Village's consulting engineer, reviewed and analyzed all bids for conformance and completion with the Contract Documents; and
WHEREAS, Square Engineering, D.P.C. provided the Village with a Recommendation of Award letter recommending that the Bid for Contract No. 1B - Electrical Construction be awarded to the lowest bidder, Gerwitz and McNeil Electric, Inc. in the amount of \$1,151,453.00; and
NOW, THEREFORE, BE It RESOLVED, that based on the recommendation of Square Engineering, D.P.C., the Village of Portville Village Board awards the Bid for Contract No. 1B - Electrical Construction for the Village of Portville Wastewater Treatment Plant Improvement Project to Gerwitz and McNeil Electric, Inc. for a total contract amount of \$1,151,453.00 contingent upon USDA Rural Development approval; and
BE IT RESOLVED, that the Village of Portville Village Board authorizes the mayor to execute an agreement with Gerwitz and McNeil Electric, Inc.
MOTION: Mike DeBarbieri **SECOND:** Ron Lott
The question of the adoption of the foregoing resolution was duly put to vote, and upon roll call, the vote was as follows:

Anthony Evans, Mayor - Excused
Michael DeBarbieri, Trustee -Yes
Andy Lee, Trustee -Excused
Ron Lott, Trustee -Yes
Joseph McLarney, Trustee -Yes

The foregoing resolution was thereupon declared duly adopted.
I hereby certify that this resolution was adopted on
July 20,2026 and is recorded in the Meeting
Minutes of the Village of Portville.

Annette Seybert, Clerk

Resolution # 20-26

RESOLUTION AUTHORIZING SUBMISSION OF A CLIMATE SMART COMMUNITIES (CSC)GRANT APPLICATION

WHEREAS, the Village of Portville hereby requests financial assistance from the New York State (NYS) Climate Smart Communities (CSC) Grant pursuant to Environmental Conservation Law Article 54, Title 15 for a Levee Recertification Project, and

WHEREAS, the Village of Portville certifies that it has identified \$50,000 of matching funds pursuant to the requirements of Environmental Conservation Law Article 54 Title 15.

WHEREAS, the application submissions require approval from the Village board.

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Portville hereby authorizes the Village Mayor to act on its behalf in submittal of an application through the Consolidated Funding Application for \$200,000, to be used for a Levee Recertification Project; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to vote, and upon roll call, the vote was as follows:

Anthony Evans, Mayor –Excused
Michael DeBarbieri, Trustee –Yes
Andy Lee, Trustee –Excused
Ron Lott, Trustee –Yes
Joseph McLarney, Trustee –Yes

The foregoing resolution was thereupon declared duly adopted.
I hereby certify that this resolution was adopted on July 20,2026 and is recorded in the Meeting Minutes of the Village of Portville.

Annette Seybert, Clerk

Motions:

Motion to allow Portville Presbyterian Church to hold church in Pioneer Park on August 16th for morning service, they have asked for electricity and use at no cost. Request made by Barb Fairbanks.

Motion: Ron Lott 2ND Mike DeBarbieri All -Ayes

Motion to adjourn was made at 6:35 pm.

Motion: Mike DeBarbieri 2ND Ron Lott All -Ayes

The next regular Village Board Meeting is scheduled for August 17, 2026, at 6:00 pm.

Respectfully submitted:

Annette Seybert, Village Clerk