

January 12, 2023

Minutes of the REGULAR Town Board meeting of the Town of Catlin held January 12, 2023 which convened directly after the Organizational Meeting at the Town Hall.

Minutes:

Motion made by Collier; 2nd by Koval accepting Town Clerk's minutes for December 8, 2022 into records as submitted.

CARRIED: ALL

Correspondence:

- Tompkins Corners Fire Chief Report
- Richard Amisanno letter of interest for Board of Assessment Review
- Brian Ervay letter of interest for the Planning Board

Motion made by Moshier; 2nd by Collier to receive and place on file all correspondence for further action if required.

CARRIED: ALL

Departmental Reports:

- Highway Department – too soon to know how new insulation is working.
- Supervisor – met with Claudia Maroney and Jim Plate to discuss flag lots and subdivisions.
- Assessor – Senior citizen updates – needs to send post card to every home to let senior know about exemptions. Revaluation – on website with dates.

Motion made by Collier; 2nd by Moshier to receive and place on file all departmental reports for further action if required.

Abstracts:

Motion for **Resolution 23-38** was made by Phelps; 2nd by Collier approving December, 2022 Abstract #13 vouchers and January 2023 Abstract #1 vouchers for payment as submitted.

CARRIED: ALL

Beaver Valley Water District:

- Valve was repaired in the Pump House by Kennedy Valve Employee
- First meter reading of 2023 will be tomorrow

January 12, 2023

Old Business:

- Green Leaf Recycling – no new information.

New Business:

- 2023 Town Clerk records are ready for audit. Also, Code, BVWD and Court.
- Quote for an upgraded phone system from Teledair Communications and Security, Inc. – general discussion
- Quote for highway garage security camera from Teledair Communications and Security, Inc. – general discussion
- Proposed building permit rate increases – not increased in many years.
- Brian Ervay is interested in being a member of Planning Board.
- Richard Amisanno is interested in being a member of Board of Assessment Review
- Storm Water Renewal. We pay \$2649/year. They have an engineer that we can use, but we are not a member of MS4, so we are put on a waiting list. Can we opt out? Hold voucher for a month.

Hearing of the Public: Open 7:43pm

Dave Silvernail of 582 Breed Hollow spoke. He is concerned about the amount of tree death we have had due to insect infestations in the past several years. We have one of the most wooded towns in Chemung County. He stated concern for the possibility of forest fires due to the dead trees and drought. He would like to see an emergency plan created to help notify people in the event of wild fire. As well as, create updated maps of our wooded areas.

Closed: 7:48pm.

Resolutions:

Motion for **Resolution 23-39** was made by Phelps; 2nd by Moshier that the Town Board of the Town of Catlin hereby authorizes Supervisor Phelps to enter into agreement with Teledair Communications and Security, INC for an upgraded phone system, not to exceed \$7,495.00.

Motion for **Resolution 23-40** was made by Phelps; 2nd by Koval that the Town Board of the Town of Catlin hereby authorizes Supervisor Phelps to enter into agreement with Teledair Communications and Security, INC for an upgraded security system, not to exceed \$2,995.00

Motion for **Resolution 23-41** was made by Koval; 2nd by Collier that the Town Board of the Town of Catlin does hereby appoint Richard Amisanno to the Board of Assessment Review.

January 12, 2023

Motion for **Resolution 23-42** was made by Collier; 2nd by Koval that the Town Board of the Town of Catlin does hereby appoint Brian Ervay to the Planning Board.

Motion was made by Phelps; 2nd by Moshier adjourning the meeting at 7:51 pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

February 9, 2023

Minutes of the Town Board meeting of the Town of Catlin held February 09, 2023 at the Town Hall.

Minutes:

Motion made by Collier; 2nd by Christiansen accepting Town Clerk's minutes for January 12, 2023 into records as submitted.

CARRIED: ALL

Correspondence:

- Arbor Housing is not interested in the Beaver Valley School at this time.

Motion made by Moshier; 2nd by Koval to receive and place on file all correspondence for further action if required.

CARRIED: ALL

Departmental Reports:

- Supervisor – attended Cannabis Training
- Assessor – 10 houses sold recently, Reassessment underway, Senior exemptions – postcard sent to every residence.

Motion made by Koval; 2nd by Collier to receive and place on file all departmental reports for further action if required.

Abstracts:

Motion for **Resolution 23-43** was made by Phelps; 2nd by Collier approving February, 2023 vouchers for payment as submitted.

CARRIED: ALL

Beaver Valley Water District:

- Supervisor Phelps attended W2O training in Cortland, NY
- Supervisor Phelps met with Dennis Ross, the Water Plant Operator
- Pipe burst on a foreclosed property on Moreland Dr., used more than 20,000 gal of water

Old Business:

- Highway Security Camera Upgrade – Last months approved Resolution 23-40 was for a 4 camera unit with hard drive for 4 cameras. It would be better to have a larger hard drive that would accept 8 cameras. General discussion on cost, etc.

February 9, 2023

New Business:

- Audit of 2022 records has been completed. Deputy Supervisor Collier stated that BVWD needs to include bank statements in their records.
- STC Contract – updating the Town of Catlin’s subdivision regulations.
- Building Permit Fees and copies of Marriage Certificates Fees– A public hearing needs to be held March 9, 2023 in order to raise Building Permit Fees, Town Clerk would like to charge a fee of \$10 to find and create a copy of a marriage certificate.
- Soil & Water Renewal – General discussion on the fact that the program has paid for itself. Cost is \$3125.00.
- Town Sign – Town has received an estimate from Finger Lakes Sign and Design for either a one-sided or two-sided sign to be placed at the Town Hall. Questions arose as to the quality of the posts that would be used to install the sign.
- Transferring money from the Highway Equipment fund to the Highway Equipment Reserve Fund of \$22,014.60.

Hearing of the Public: Open 7:33pm

No one spoke.

Closed 7:34pm

Resolutions:

Motion for **Resolution 23-44** was made by Phelps; 2nd by Collier accepting the finding of the 2022 Audit for Town Clerk, Tax Collector, Beaver Valley Water District and Justice Department.

CARRIED: ALL

Motion for **Resolution 23-45** was made by Phelps; 2nd by Moshier amending Resolution 23-40 for an upgraded security system at the Highway Department, not to exceed \$3,835.00.

CARRIED: ALL

Motion for **Resolution 23-46** was made by Collier; 2nd by Christiansen renewing the contract with Chemung County Soil and Water for the 2023 Countywide Stream Equipment/Renewal of IMA for the years 2023-2027.

CARRIED: ALL

Motion for **Resolution 23-47** was made by Collier; 2nd by Koval for purchase of Town of Catlin Sign from Finger Lakes Sign and Design.

CARRIED: ALL

Motion for **Resolution 23-48** was made by Phelps; 2nd by Moshier to transfer money from DA5130.2 (Equipment Fund) to DA5130.2R (Equipment Fund Reserves).

CARRIED: ALL

February 9, 2023

Motion for **Resolution 23-49** was made by Collier; 2nd by Koval to contract with Southern Tier Central Regional Planning and Development Board for technical assistance in the update of subdivisions regulations.

CARRIED: ALL

Motion for **Resolution 23-50** was made by Phelps; 2nd by Collier creating fee for a marriage certificate and holding a public hearing for the increase of building permit fees.

CARRIED: ALL

Motion was made by Phelps; 2nd by Moshier adjourning the meeting at 7:42 pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

March 9, 2023

Minutes of the Town Board meeting of the Town of Catlin held March 09, 2023 at the Town Hall.

ROLLCALL: BM: Ron Moshier, William Collier and Craig Christiansen
Supervisor LaVerne Phelps and Attorney John Mustico
Absent: Mike Koval

Motion made by Phelps; 2nd by Collier to excuse board member Mike Koval.
CARRIED: ALL

Public Hearing: Building Permit Fee Increases

Attorney Mustico opened the public hearing at 7:00pm
No one spoke

Motion made by Attorney Mustico; 2nd by Supervisor Phelps to close the public hearing at 7:01pm.
CARRIED: ALL

Minutes:

Motion made by Collier; 2nd by Christiansen accepting Town Clerk's minutes for February 09, 2023 into records as submitted.
CARRIED: ALL

Correspondence:

- Davis Vision is going to change carries to Blue Cross/Blue Shield
- Tompkins Corners Fire Department – 2022 budget is on file

Motion made by Moshier; 2nd by Collier to receive and place on file all correspondence for further action if required.
CARRIED: ALL

Departmental Reports:

- Supervisor – Met with Mark Watts from Storm Water. Working with STC, will have joint meeting with planning board and zoning board of appeals in regards to subdivisions.
- Assessor – Finished with senior exemptions, will be working on revaluation project.

March 9, 2023

Motion made by Collier; 2nd by Moshier to receive and place on file all departmental reports for further action if required.

CARRIED: ALL

Abstracts:

Motion for **Resolution 23-51** was made by Phelps; 2nd by Collier approving March, 2023 vouchers for payment as submitted.

CARRIED: ALL

Beaver Valley Water District:

- New data collection system being set up March 14, 2023. It will be cloud based.
- AWQR – completed and filed with Chemung County
- USDA – completed and filed

Old Business:

- Phone and security system being installed March 30-31, 2023.
- Raw water reports at the town hall and highway garage show very elevated levels of sodium in the water. Normal is 0.2, the town hall was 261 and the highway garage was 278.
- We need to amend or do another resolution for the new town sign. The first resolution did not include installation.
- Green Leaf Recycling – sent a resolution to Attorney Mustico. It looks more like a contract and Attorney Mustico doesn't recommend adopting what was sent by them.

New Business:

- Davis Vision through Sprague Insurance uses both VersantHealth and Blue Cross/Blue Shield. Supervisor Phelps is asking permission to switch from VersantHealth to BC/BS, it would be an upgrade in coverage for almost the same amount. General discussion ensued.
- New Building Permit Fee Increases – old fees from around 2009. General discussion ensued. Attorney Mustico suggested putting our fees as part of our organizational meeting.
- CCSW – contract for 2023 is \$3750.00. We have received no help in two years, now we have received an information packet for the project we need done. General discussion ensued about the benefits of joining and using their service.

March 9, 2023

Hearing of the Public:

Opened at 7:29pm

- Claudia Maroney of 569 Johnson Hollow spoke. She asked where the town sign was going to be placed. Also stated that she doesn't see any signs on main roads when you drive into the Town of Catlin.
- Josh Cutler of 822 Chambers Road spoke. He shared that he is running for Town of Catlin Justice and wanted to introduce himself.

Closed at 7:31pm

Resolutions:

Motion for **Resolution 23-52** was made by Moshier; 2nd by Collier approving building permit increases as proposed.

CARRIED: ALL

Motion for **Resolution 23-53** was made by Collier; 2nd by Moshier authorizing Supervisor Phelps to change from Davis Vision VersantHealth to Davis Vision Blue Cross/Blue Shield.

CARRIED: ALL

Motion for **Resolution 23-54** was made by Christiansen; 2nd by Collier authorizing Supervisor Phelps to enter into contract with Stormwater Engineering Team for 2023, not to exceed \$3750.00.

CARRIED: ALL

Motion for **Resolution 23-55** was made by Collier; 2nd by Christiansen amending Resolution 23-47 by adding \$350.00 for labor and installation. Total cost not to exceed \$1900.00.

CARRIED: ALL

Executive Session:

Town Board went into executive session to discuss a financial matter. No action was taken.

Motion was made by Supervisor Phelps; 2nd by Moshier adjourning the meeting at 7:45 pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

Town of Catlin
Regular Board Meeting Minutes
April 13, 2023

Meeting called to order at 7:00pm by Supervisor LaVerne Phelps.

ROLLCALL: BM: Mike Koval, Ron Moshier, William Collier and Craig Christiansen
Supervisor LaVerne Phelps and Attorney John Mustico

Pledge of Allegiance and Moment of Silence

Minutes:

Motion made by Collier; 2nd by Koval accepting Town Clerk's minutes for March 09, 2023 into records as submitted.

CARRIED: ALL

Correspondence:

- Constellation Energy Services sent notice that electricity rates with them will be increasing from .04/kwh to .07/kwh for a duration of three years.
- MaryEllen Claypool submitted a letter of intent to be reappointed to the Board of Assessment Review.
- Chemung County sent notice that it is increasing the percentage of sales tax that it gives back to the town, from 33.3% to 34.55%.
- Kristen Hall has submitted a Mass Gathering Permit to hopefully have a pumpkin festival.
- Dail Phelps submitted a letter of intent to be appointed as an alternate to the Zoning Board of Appeals.
- NYMIR gave a Member Loyalty check for \$720 to the town.

Motion made by Collier; 2nd by Moshier to receive and place on file all correspondence for further action if required.

CARRIED: ALL

Blue Wave Solar Farm Presentation:

Jody Hunt gave a presentation on a potential solar farm being planned on the John Whiteman Farm at 130 Sturdivant Road, Beaver Dams, NY 14812, which will require rezoning. She spoke about the project and took questions from town residents.

Departmental Reports:

- Supervisor – reported on subdivisions and flag lots joint meeting that is coming up on April 17, 2023. Attended the CCC Conference and went to meeting on cannabis and local tax distributions. Spoke on the issues concerning the new phone system and not being able to use the county internet.
- Assessor – Catlin will be at a 100% equalization rate, post cards have been printed and will be mailed to residents.

Regular Meeting, Town of Catlin, April 13, 2023

- Town Clerk – spoke about issues with tax collecting and how that was handled with Chemung Canal Trust Company. She will attend the NYSTCA meeting in Syracuse on April 24-25.

Motion made by Moshier; 2nd by Collier to receive and place on file all departmental reports for further action if required.

CARRIED: ALL

Budget Modification:

Motion for **Resolution 23-56** was made by Phelps; 2nd by Collier approving modification to the 2023 budget as requested by Town Supervisor as follows: The 2023 SW599 fund balance decreased by \$5800.00 and SW8310.2 (Equipment Fund) increased by \$5800.00.

CARRIED: ALL

Abstracts:

Motion for **Resolution 23-57** was made by Phelps; 2nd by Collier approving April, 2023 vouchers for payment as submitted.

CARRIED: ALL

Beaver Valley Water District:

- The water hydrants will be flushed Friday April 21, 2023, this needs to be done 4 times a year.
- Used the new Neptune reader for the first time and it worked very well in a short amount of time.
- New eve trough installed on pump house.

Old Business:

- The phone and security system that we purchased is not yet able to be hooked up to the county internet. The new phones will be installed and run through Verizon for now.
- Green Leaf Recycling wants to have a contract with the town. Still not certain of the need.
- Joint meeting of the Zoning Board of Appeals, The Planning Board and the Town Board with Troy from STC about subdivisions and flag lots.

New Business:

- Blue Wave Solar has submitted an application for rezoning to Town of Catlin, Town of Dix and Chemung County.
- Kristen Hall submitted an application for a Public Mass Gathering to take place July 15-16, 2023.
- Constellation Energy Services is increasing its rates from .04/kwh to .07/kwh.

Regular Meeting, Town of Catlin, April 13, 2023

- Dail Phelps submitted a letter of intent to be appointed as an alternate to the Zoning Board of Appeals.
- MaryEllen Claypool submitted a letter of intent to be reappointed to the Board of Assessment Review.
- Highway department is interested in purchasing a new ground tamper.

Hearing of the Public: Opened at 8:04pm

- Jim Maroney of 569 Johnson Hollow Rd spoke. He asked about the different departmental reports, specifically the CEO, Dog, Assessor and Sheriff. He asked about what the Sheriff typically states in their report. Asked where he could find those.
- Claudia Maroney of 569 Johnson Hollow Rd spoke. She shared that Spectrum gives internet to some municipalities. She offered that we should not sign a franchise agreement. She also shared that we should complain to the FCC about getting internet. She also stated that the Zoning Board of Appeals is looking for more members.

Closed at 8:11pm

Resolutions:

Motion for **Resolution 23-58** was made by Phelps; 2nd by Christiansen authorizing Supervisor Phelps to accept the application from Blue Wave Solar for a rezoning request for the Zoning Board of Appeals for property located at 130 Sturdivant Road, Beaver Dams, NY 14812.

CARRIED: ALL

Motion for **Resolution 23-59** was made by Collier; 2nd by Moshier authorizing Supervisor Phelps to enter into agreement with Constellation Energy Services for updated electricity cost of \$0.07/kwh.

CARRIED: ALL

Motion for **Resolution 23-60** was made by Collier; 2nd by Koval appointing Dail Phelps as an alternate to the Zoning Board of Appeals.

CARRIED: ALL

Motion for **Resolution 23-61** was made by Koval; 2nd by Moshier renewing the appointment of MaryEllen Claypool to the Board of Assessment Review.

CARRIED: ALL

Motion for **Resolution 23-62** was made by Collier; 2nd by Christiansen authorizing Highway Superintendent Doan to purchase a New Whacker Model BPU 3750A – Reversible Plate Tamper with Honda engine from Bradco Supply Co. not to exceed \$7,195.00.

CARRIED: ALL

Regular Meeting, Town of Catlin, April 13, 2023

Motion was made by Supervisor Phelps; 2nd by Collier adjourning the meeting at 8:17 pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

Town of Catlin
Regular Board Meeting Minutes
May 11, 2023

Meeting called to order at 7:00pm by Supervisor LaVerne Phelps.

ROLLCALL: BM: Mike Koval, William Collier and Craig Christiansen
Supervisor LaVerne Phelps and Attorney John Mustico
Absent: Ron Moshier

Motion made by Phelps; 2nd by Collier excusing Ron Moshier from the meeting.
CARRIED: ALL

Pledge of Allegiance and Moment of Silence

Minutes:

Motion made by Collier; 2nd by Koval accepting Town Clerk's minutes for April 13, 2023 into records as submitted.
CARRIED: ALL

Correspondence:

- Kayleen Butler submitted a letter of interest for the Planning Board.
- Spectrum emailed a price quote for internet for the town buildings.

Motion made by Christiansen; 2nd by Collier to receive and place on file all correspondence for further action if required.
CARRIED: ALL

Report on Town Wide Reassessment:

Katherine Gabriel, Town Assessor, spoke about the Town of Catlin Revaluation project. She explained the increase in assessment due to the housing market in recent years. She also explained the large increase in value for vacant land and acreage. There were general questions and answers on the revaluation, not for specific properties.

Departmental Reports:

- Supervisor – Green Energy has grant money available – possibly for geothermal at Highway Garage. Attended an Emergency Management meeting.

Motion made by Collier; 2nd by Koval to receive and place on file all departmental reports for further action if required.
CARRIED: ALL

Budget Modification:

Motion for **Resolution 23-63** was made by Phelps; 2nd by Collier approving modification to the 2023 Highway budget as requested by Town Supervisor as follows: The DA9710.61 fund (principal truck #2) reduced by \$10,000.00 from \$51,485.00 to

Regular Meeting, Town of Catlin, May 11, 2023

\$41,485.00. The DA9710.63 fund (roller principal payment) increased from \$0 to \$8,000.00 and the DA9710.73 fund (roller interest) increased from \$0 to \$2,000.00.

Abstracts:

Motion for **Resolution 23-64** was made by Phelps; 2nd by Collier approving May, 2023 vouchers for payment as submitted.

CARRIED: ALL

Beaver Valley Water District:

- The water tank has a lot of brush and sapling trees growing around the fence that the town would like to have cut down. Supervisor Phelps received two quotes for \$5,200 and \$2,700. It was noted that there was no resolution listed on the agenda for this project.

Old Business:

- We have received final documents from the Southern Tier Central Regional Planning & Development Board on Subdivision and Flag Lots. There will be a Public Hearing at the June 8, 2023 Town Board Meeting.
- Kristen Hall of 58 Backer Road is planning a Public Mass Gathering for July 15-16 from 11am-5pm. She has met all requirements.

New Business:

- Spectrum Internet Quote. Supervisor Phelps explained issues we are having with the new phone system and that we were not allowed to have VOIP on our current Chemung County internet. Quote from Spectrum included internet that would be significantly faster than current internet.
- Vacant property located next to Catlin Highway Garage at 1435 Chambers Road. Possibility of the town purchasing the property. General discussion ensued.
- Kayleen Butler interest in Planning Board Secretary.

Hearing of the Public: Opened at 7:49 pm

- Claudia Maroney of 569 Johnson Hollow Rd. spoke about the vacant property and her interest in having Kayleen Butler join the Planning Board.

Closed at 7:50

Resolutions:

Regular Meeting, Town of Catlin, May 11, 2023

Motion for **Resolution 23-65** was made by Phelps; 2nd by Collier setting a Public Hearing for June 8, 2023 at 7pm at the Town Hall, Town of Catlin concerning subdivisions and flag lots.

CARRIED: ALL

Motion for **Resolution 23-66** was made by Phelps; 2nd by Koval granting Kristin Hall's request to hold a Public Mass Gathering on July 15-16, 2023 at 58 Backer Road in the Town of Catlin, Chemung County as per guidelines provided.

CARRIED: ALL

Motion for **Resolution 23-67** was made by Collier; 2nd by Christensen authorizing Supervisor Phelps to enter into agreement with Spectrum to provide internet service at the beginning rate of \$64.99 per month for the first 12 months, then \$89.99 per month for months 13-24, then \$99.99 thereafter. There is a \$99 installation fee and \$7.99 per month for WIFI.

CARRIED: ALL

Motion for **Resolution 23-68** was made by Koval; 2nd by Collier appointing Kayleen Butler as Planning Board Secretary.

CARRIED: ALL

Motion was made by Phelps; 2nd by Collier to amend the May 11, 2023 agenda by adding Finger Lakes Landscaping and Tree Removal to the Resolutions.

CARRIED: ALL

Motion for **Resolution 23-69** was made by Collier; 2nd by Koval authorizing Supervisor Phelps to enter into agreement with Finger Lakes Landscaping and Tree Removal for the cutting and chipping of all saplings around the water tank fence in the Beaver Valley Water District, not to exceed \$2700.00.

CARRIED: ALL

Executive Session:

Motion was made by Phelps; 2nd by Collier to go into Executive Session to discuss vacant property located at 1435 Chambers Road, Beaver Dams, NY.

CARRIED: ALL

Motion was made by Collier; 2nd by Christiansen to adjourn Executive Session.

CARRIED: ALL

Resolutions Continued:

Motion was made by Collier; 2nd by Koval to amend the May 11, 2023 agenda by adding 1435 Chambers Road, Beaver Dams, NY to the Resolutions.

CARRIED: ALL

Regular Meeting, Town of Catlin, May 11, 2023

Motion for **Resolution 23-70** was made by Collier; 2nd by Koval authorizing Supervisor Phelps to negotiate the potential purchase of approximately five (5) acres of land and the buildings on the property located at 1435 Chambers Road, Beaver Dams, NY 14812.
CARRIED: ALL

Motion was made by Collier; 2nd by Koval adjourning the meeting at 8:24 pm.
CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 23-63

May 11, 2023

By: William Collier

2nd by: Craig Christiansen

Budget Modification

WHEREAS, the interest rate on the Roller is low and current interest rates are high, and

WHEREAS, the Town of Catlin would like to make payments at a lower interest rate and save money to pay cash for equipment in the future when interest rates may not be as favorable, therefore be it,

RESOLVED, the Town Board of the Town of Catlin hereby approves modification to the 2023 Highway budget as requested by Town Supervisor as follows: The DA9710.61 fund (principal truck #2) reduced by \$10,000.00 from \$51,485.00 to \$41,485.00. The DA9710.63 fund (roller principal payment) increased from \$0 to \$8,000.00 and the DA9710.73 fund (roller interest) increased from \$0 to \$2,000.00.

CARRIED: ALL

RESOLUTION 23-64

May 11, 2023

By: LaVerne Phelps

2nd by: William Collier

Abstracts

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted May 11, 2023 Abstract #5 vouchers for payment: General vouchers 79-95: \$19,540.25; Highway vouchers 62-76: \$50,438.22; BV Light District vouchers 9-10: \$253.58; BV Water District vouchers 28-30: \$204.84; and Fire Protection District #2 vouchers 4-5: \$20,442.50 for a total of \$90,879.39.

CARRIED: ALL

RESOLUTION 23-65

May 11, 2023

By: LaVerne Phelps

2nd by: William Collier

**PUBLIC HEARING
Subdivisions and Flag Lots**

WHEREAS, the Town of Catlin Planning Board and Zoning Board of Appeals have met, and Southern Tier Central Regional Planning & Development Board has submitted a final draft of Subdivision Regulations, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby sets a Public Hearing for June 8, 2023 at 7pm at the Town Hall, Town of Catlin concerning subdivisions and flag lots.

CARRIED: ALL

RESOLUTION 23-66

May 11, 2023

By: LaVerne Phelps

2nd by: Mike Koval

**PUBLIC MASS GATHERING
July 15-16, 2023**

WHEREAS, the Town Board of the Town of Catlin received an application from Kristin Hall for permission to hold a Public Mass Gathering on July 15-16, 2023 located at 58 Backer Road in the Town of Catlin, Chemung County, and

WHEREAS, Kristin Hall has met all of the requirements for holding the Public Mass Gathering outlined in the application packet, therefore be it

RESOLVED, the Town Board of the Town of Catlin grants Kristin Hall's request to hold a Public Mass Gathering on July 15-16, 2023 at 58 Backer Road in the Town of Catlin, Chemung County as per guidelines provided.

CARRIED: ALL

RESOLUTION 23-67

May 11, 2023

By: William Collier

2nd by: Craig Christiansen

SPECTRUM INTERNET

WHEREAS, the Town of Catlin is currently using the Chemung County internet and is experiencing slow internet speeds, and

WHEREAS, Chemung County will not allow The Town of Catlin to use the county internet to use a VOIP phone system, therefore be it

RESOLVED, the Town Board of the Town of Catlin does hereby authorize Supervisor Phelps to enter into agreement with Spectrum to provide internet service at the beginning rate of \$64.99 per month for the first 12 months, then \$89.99 per month for months 13-24, then \$99.99 thereafter. There is a \$99 installation fee and \$7.99 per month for WIFI.

CARRIED: ALL

RESOLUTION 23-68

May 11, 2023

By: Mike Koval

2nd by: William Collier

APPOINTMENT OF PLANNING BOARD SECRETARY

WHEREAS, Kayleen Butler submitted a letter of interest for either Planning Board or Zoning Board of Appeals, therefore be it

RESOLVED, the Town Board of the Town of Catlin does hereby appoint Kayleen Butler as Planning Board Secretary.

CARRIED: ALL

RESOLUTION 23-69

May 11, 2023

By: William Collier

2nd by: Mike Koval

BVWD WATER TANK TREE REMOVAL

RESOLVED, the Town Board of the Town of Catlin does hereby authorize Supervisor Phelps to enter into agreement with Finger Lakes Landscaping and Tree Removal for the cutting and chipping of all saplings around the water tank fence in the Beaver Valley Water District, not to exceed \$2700.00.

CARRIED: ALL

RESOLUTION 23-70

May 11, 2023

By: William Collier

2nd by: Mike Koval

1435 CHAMBERS ROAD

WHEREAS, the property located at 1435 Chambers Road has recently become vacant and lies across the road from the Catlin Town Hall and adjacent to the Catlin Highway Garage, and

WHEREAS, the property would be beneficial to the town for future use, therefore be it

RESOLVED, the Town Board of the Town of Catlin does hereby authorize Supervisor Phelps to negotiate the potential purchase of approximately five (5) acres of land and the buildings on the property located at 1435 Chambers Road, Beaver Dams, NY 14812.

CARRIED: ALL

Town of Catlin
Regular Board Meeting Minutes
June 08, 2023

Meeting called to order at 7:00pm by Supervisor LaVerne Phelps.

ROLLCALL: BM: Mike Koval, Ron Moshier, William Collier, and Craig Christiansen
Supervisor LaVerne Phelps

Absent: Attorney John Mustico

Minutes:

Motion made by Collier; 2nd by Christiansen accepting Town Clerk's minutes for May 11, 2023, into records as submitted.

CARRIED: ALL

Presentation from Storm Water Coalition:

Nicole Watts from Chemung County Storm Water Coalition spoke about the benefits of the Town of Catlin joining the Chemung County Storm Water Coalition (CCSC) and being able to utilize the services of their engineer. She discussed that CCSC would be moving to the Chemung County Department of Public Works.

Correspondence:

- Blue Wave - Solar Farm has been put on hold. The cost from NYSEG was too high.
- Animal Control – annual contract is up for renewal.
- NYMIR – In 2022 there was a high amount of property loss. They are going to require a master battery disconnect on all equipment.
- Brandon von Ahn – submitted a letter of interest for the Planning Board.

Motion made by Moshier; 2nd by Collier to receive and place on file all correspondence for further action if required.

CARRIED: ALL

Departmental Reports:

- Supervisor – Clean Energy, Soil and Water, and working with Code Officer on some property clean up.
- Code Enforcement Officer – Code Violations

Motion made by Koval; 2nd by Collier to receive and place on file all departmental reports for further action if required.

CARRIED: ALL

Budget Modification:

Regular Meeting, Town of Catlin, June 8, 2023

Motion for **Resolution 23-71** was made by Collier; 2nd by Christiansen approving budget modifications to the Highway and General funds as requested by Supervisor Phelps.
CARRIED: ALL

Abstracts:

Motion for **Resolution 23-72** was made by Phelps; 2nd by Moshier approving June 2023 vouchers for payment as submitted.
CARRIED: ALL

Beaver Valley Water District:

- Dennis Ross and Supervisor Phelps changed the final ball valve that needed to be replaced.
- Trees and growth have been removed from the hill by the water tank.

Old Business:

- Subdivision Regulation Updates – need to make a resolution to have documents sent to Chemung County Planning Board.

New Business:

- Animal Control Contract needs to be renewed.
- NYS Retirement needs a Standard Work Day and Reporting Resolution.
- MuniPay – electronic payment processing option for the town. General Discussion on benefits of accepting credit cards for town residents.
- Chemung County Storm Water Coalition - General Discussion.
- Brandon von Ahn is interested in being a member of the Planning Board.

Hearing of the Public: Open: 7:41pm

No one spoke.

Closed: 7:41pm

Resolutions:

Motion for **Resolution 23-73** was made by Phelps; 2nd by Collier approving Southern Tier Central Regional Planning & Development Board to send the updates of the Subdivision Regulations to the Chemung County Planning Board.
CARRIED: ALL

Regular Meeting, Town of Catlin, June 8, 2023

Motion for **Resolution 23-74** was made by Phelps; 2nd by Moshier, which amended Resolution 23-65 and sets a Public Hearing for July 13, 2023 at 7pm at the Town Hall, Town of Catlin concerning subdivisions and flag lots.

CARRIED: ALL

Motion for **Resolution 23-75** was made by Collier; 2nd by Koval authorizing Supervisor LaVerne Phelps to enter into agreement with the City of Elmira for Animal Control Services.

CARRIED: ALL

Motion for **Resolution 23-76** was made by Phelps; 2nd by Collier establishing standard workdays for elected and appointed officials and will report the days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body.

CARRIED: ALL

Motion for **Resolution 23-77** was made by Collier; 2nd by Moshier authorizing Supervisor Phelps to enter into agreement with Chemung County Stormwater Coalition as a non-MS4 member for a five-year period beginning July 1, 2023, and ending December 31, 2028.

CARRIED: ALL

Motion for **Resolution 23-78** was made by Koval; 2nd by Christiansen appointing Brandon von Ahn to the Planning Board.

CARRIED: ALL

Motion was made by Phelps; 2nd by Koval to amend the June 8, 2023 agenda by adding MunicPay to the Resolutions.

CARRIED: ALL

Motion for **Resolution 23-79** was made by Collier; 2nd by Christiansen authorizing the Town Clerk to enter into agreement with MunicPay for electronic payment processing.

CARRIED: ALL

Motion was made by Phelps; 2nd by Moshier adjourning the meeting at 7:50 pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 23-71

June 8, 2023

By: William Collier

2nd by: Craig Christiansen

Budget Modification

WHEREAS, NYS Aid for CHIPS was awarded to the Town of Catlin in the amount of \$148,574.72, and

WHEREAS, Grievance Day for the Town of Catlin revaluation took two days as opposed to the usual one, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby approves modification to the 2023 Highway budget as requested by Town Supervisor as follows: The DA3501 fund (CHIPS REVENUE) increased by \$148,574.72 from \$178,442.00 to \$327,016.72. Therefore, the DA5112.21 fund (Paving) increased by \$148,574.72 from \$178,442.00 to \$327,016.72. And be it further

RESOLVED, the Town Board of the Town of Catlin hereby approves modification to the 2023 General budget as requested by Town Supervisor as follows: The A599 fund (Appropriated General Fund Balance) increased by \$375.00 from \$87,458.00 to \$87,833.00 and the A1355.41 fund (Contractual – Board of Assessment Review) increased by \$375.00 from \$275.00 to \$650.00.

CARRIED: ALL

RESOLUTION 23-72

June 8, 2023

By: LaVerne Phelps

2nd by: Ron Moshier

Abstracts

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted June 08, 2023 Abstract #6 vouchers for payment: General vouchers 96-117: \$9,855.23; Highway vouchers 77-88: \$12,185.86; BV Light District voucher 11: \$211.10; BV Water District vouchers 31-36: \$4226.14, for a total of \$90,879.39.

CARRIED: ALL

RESOLUTION 23-73

June 8, 2023

By: LaVerne Phelps

2nd by: William Collier

**SUBDIVISION REGULATION UPDATES to
Chemung County Planning Board**

WHEREAS, the Town of Catlin Planning Board and Zoning Board of Appeals have met, and Southern Tier Central Regional Planning & Development Board has submitted a final draft of Subdivision Regulations, and

WHEREAS, the Town Board of the Town of Catlin has discussed the updated Subdivision Regulations, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby approves Southern Tier Central Regional Planning & Development Board sending the updates of the Subdivision Regulations to the Chemung County Planning Board.

CARRIED: ALL

RESOLUTION 23-74

June 8, 2023

By: LaVerne Phelps

2nd by: Ron Moshier

**PUBLIC HEARING
Subdivisions and Flag Lots
Amending Resolution 23-65**

WHEREAS, the Town of Catlin Planning Board and Zoning Board of Appeals have met, and Southern Tier Central Regional Planning & Development Board has submitted a final draft of Subdivision Regulations, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby sets a Public Hearing for July 13, 2023 at 7pm at the Town Hall, Town of Catlin concerning subdivisions and flag lots.

CARRIED: ALL

RESOLUTION 23-75

June 8, 2023

By: William Collier

2nd by: Mike Koval

Elmira Animal Control

WHEREAS, the Town of Catlin entered into an Inter-Municipal Agreement with the City of Elmira for Animal Control Services which expired April 30, 2023, and now therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Supervisor LaVerne Phelps to execute an Inter-Municipal Agreement between the City of Elmira and the Town of Catlin for Animal Control Services as needed at the cost of \$9600.00 annually to be paid to the City of Elmira in monthly installments of \$800.00 commencing May 1, 2023, and expiring on April 30, 2024.

CARRIED: ALL

RESOLUTION 23-76

June 8, 2023

By: LaVerne Phelps

2nd by: William Collier

Standard Work Day and Reporting Resolution

BE IT RESOLVED, that the Town of Catlin hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body.

Title	Name	Social Security Number	Registration Number	Standard Work Day	Term Begins /Ends	Participates in Employer's Time Keeping System (Y/N)	Days /Month
Elected Officials							
Highway Superintendent	Joe Doan	9091	42609461	8	01/01/2020 -12/31/2023	N	24.17
Town Justice	Richard Brink	4665	418132554	6	01/01/2020 -12/31/2023	N	N/A
Board Member	William Collier	9711	41127861	6	01/01/2020 -12/31/2023	N	3.31
Appointed Officials							
Book Keeper	Brian McIlroy	3272	43470400	6	01/01/2023 -12/31/2023	N	4.18

CARRIED: ALL

RESOLUTION 23-77

June 8, 2023

By: William Collier

2nd by: Ron Moshier

Storm Water Contract 2023-2028

WHEREAS, the Town of Catlin entered into an Inter-Municipal Agreement with Chemung County Stormwater Coalition as a non-MS4 member and that agreement expires June 30, 2023, therefore be it

RESOLVED, the Town of Catlin enters into an Inter-Municipal Agreement regarding services relating to Stormwater Management and Erosion and Sediment Control with Chemung County as a non-MS4 under the Phase II Federal Stormwater Regulations for a five-year period beginning July 1, 2023, and ending December 31, 2028, at the cost of \$3786.11 for the first year and increasing 3% annually thereafter.

CARRIED: ALL

RESOLUTION 23-78

June 8, 2023

By: Mike Koval

2nd by: Craig Chirstiansen

APPOINTMENT OF PLANNING BOARD MEMBER

WHEREAS, Brandon von Ahn submitted a letter of interest for Planning Board, therefore be it

RESOLVED, the Town Board of the Town of Catlin does hereby appoint Brandon von Ahn to the Planning Board.

CARRIED: ALL

RESOLUTION 23-79

June 8, 2023

By: William Collier

2nd by: Craig Christiansen

CREDIT CARD ACCEPTANCE

WHEREAS, the Town of Catlin would like its residents to be able to make payments with credit cards for items such as water bills, building permits and town clerk fees, therefore be it

RESOLVED, the Town Board of the Town of Catlin does hereby authorize the Town Clerk to enter into agreement with MuniciPay for electronic payment processing.

Town of Catlin
Regular Board Meeting Minutes
July 13, 2023

Meeting called to order at 7:00pm by Deputy Supervisor William Collier.

ROLLCALL: BM: Mike Koval, Ron Moshier, William Collier, and Craig Christiansen
Absent: Supervisor LaVerne Phelps
Absent: Attorney John Mustico

Motion made by William Collier; 2nd by Mike Koval to excuse Supervisor LaVerne Phelps from the meeting.

CARRIED: ALL

Pledge of Allegiance and Moment of Silence

Public Hearing: Subdivisions and Flag Lots

Deputy Supervisor William Collier opened the public hearing at 7:01 pm.

No one spoke.

Motion made by Collier; 2nd by Moshier to close the public hearing at 7:01pm.

CARRIED: ALL

Minutes:

Motion made by Koval; 2nd by Christiansen accepting Town Clerk's minutes for June 8, 2023, into records as submitted.

CARRIED: ALL

Correspondence:

- Mark Claypool - Board of Assessment Review met on June 5, 2023 for Grievance Day, there were 42 grievances and 17 changes to assessments as a result.
- NYS Dept of Taxation and Finance – The Town of Catlin is the only town in Chemung County at 100% Equalization Rate for 2023.
- BC/BS – expecting a 10.6% increase in health insurance rates for 2024.

Motion made by Collier; 2nd by Moshier to receive and place on file all correspondence for further action if required.

CARRIED: ALL

Departmental Reports:

Reports Received from Town Clerk and Sheriff.

Motion made by Collier; 2nd by Christiansen to receive and place on file all departmental reports for further action if required.

CARRIED: ALL

Abstracts:

Motion for **Resolution 23-80** was made by Collier; 2nd by Koval approving July 2023 vouchers for payment as submitted.

CARRIED: ALL

Beaver Valley Water District:

Nothing to report.

Old Business:

- Phone System – The court credit card machine and the Town Hall security system are still on Verizon and need to be switched to a cellular dialer.
- Pine Valley Music Festival applied for a Public Mass Gathering.

New Business:

- Seal Coating and Striping the Town Hall Parking Lot – The town received three estimates. Spencer Paving, who paved the parking lot, recommended Seal Right, Inc. for the type of sealing they apply. General discussion ensued.
 - Captains Seal Coating - \$2,575.00
 - Seal Right, Inc. - \$3,774.30
 - Christy Paving & Excavating LLC - \$4,868.00
- Tom Harkabus applied for BVWD Billing Clerk and Meter Reading.
- USDA Loan for 2024 Western Star Truck. Due to 2020 Census and income level of the town, the town needs to apply for USDA Loan now, will not qualify for USDA loans in near future.
- SEQR, State Environmental Quality Review, needs to be done for new Subdivision Regulations.

Motion made by Collier; 2nd by Moshier that the Town of Catlin will Claim Lead Agency for SEQR.

CARRIED: ALL

Regular Meeting, Town of Catlin, July 13, 2023

Motion made by Collier; 2nd by Christiansen Classifying this as an Unlisted Action
CARRIED: ALL

Ron Moshier stated “The Catlin Town Board has reviewed the SEQR materials and considered the impacts. After careful review, the Town Board finds these impacts to not be significant.”

Motion made by Collier; 2nd by Moshier that the Catlin Town Board makes a declaration of negative environmental significance.
CARRIED: ALL

Hearing of the Public:

Opened: 7:13pm

No one spoke.

Closed: 7:13pm

Resolutions:

Motion for **Resolution 23-81** was made by Collier; 2nd by Koval adopting Local Law 1 of 2023, which amends Local Law 1 of 1999, Subdivision Regulations.
CARRIED: ALL

Motion for **Resolution 23-82** was made by Collier; 2nd by Christiansen adopting Local Law 2 of 2023, which amends Local Law 3 of 1999, Zoning Regulations.
CARRIED: ALL

Motion for **Resolution 23-83** was made by Collier; 2nd by Koval authorizing Supervisor Phelps to enter into contract with Seal Right, Inc. for seal coating and striping of the Town Hall parking lot, not to exceed \$3774.30.
CARRIED: ALL

Motion for **Resolution 23-84** was made by Koval; 2nd by Christiansen authorizing Supervisor Phelps to sign all necessary paperwork to secure a USDA Loan for the purchase of a 2024 Western Star 49X Tandem Axle Cab and Chassis for \$264,542.23.
CARRIED: ALL

Motion for **Resolution 23-85** was made by Koval; 2nd by Christiansen appointing Tom Harkabus as BVWD Billing Clerk and Meter Reader for \$15 per hour.
CARRIED: ALL

Regular Meeting, Town of Catlin, July 13, 2023

Motion for **Resolution 23-86** was made by Moshier; 2nd by Koval granting Paul Chappius, Jr. request to hold a Public Mass Gathering on July 29, 2023, at 185 Pine Valley Road in the Town of Catlin, Chemung County as per guidelines provided.

CARRIED: ALL

Motion was made by Collier; 2nd by Koval adjourning the meeting at 7:19 pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

Town of Catlin
Regular Board Meeting Minutes
August 10, 2023

Meeting called to order at 7:00pm by Supervisor LaVerne Phelps.

ROLLCALL: BM: Mike Koval, Ron Moshier, William Collier, Craig Christiansen, Supervisor LaVerne Phelps and Attorney John Mustico.

Pledge of Allegiance and Moment of Silence

Minutes:

Motion made by Moshier; 2nd by Koval accepting Town Clerk's minutes for July 13, 2023, into records as submitted.

CARRIED: ALL

Correspondence:

- Chemung County Board of Elections sent a letter of estimation for cost of elections to the town in 2024. The cost includes two primaries and one general election. General discussion ensued.
- FingerLakes Management Solutions, LLC sent a letter of estimate to treat the pond that is located near the Highway Garage.

Motion made by Collier; 2nd by Christiansen to receive and place on file all correspondence for further action if required.

CARRIED: ALL

Departmental Reports:

- Received reports from Highway Superintendent, Supervisor, Town Clerk, Code Enforcement, Animal Control and Sherriff.
- The Supervisor stated that he has begun working on the USDA Loan for the 2024 Western Star 49X.

Motion made by Christiansen; 2nd by Koval to receive and place on file all departmental reports for further action if required.

CARRIED: ALL

Abstracts:

Motion for **Resolution 23-87** was made by Phelps; 2nd by Collier approving August 2023 vouchers for payment as submitted.

CARRIED: ALL

Beaver Valley Water District:

- The following maintenance has taken place: eve troughs, motor, and tree trimming.
- The system will be flushed tomorrow (August 11, 2023).

Old Business:

- Abbi Fuller property located at 118 State Route 414, Beaver Dams has code violations. The property has a camper on it with no sewer or water hook up and has people living in it. She has been issued code violations and has appeared in Catlin Town Court. Will need written report from Code Officer. Will need 10-day notice for public hearing, which will be held at next Town Board meeting, September 14, 2023.

New Business:

- 2024 Wester Star 49X – need to authorize Highway Superintendent Doan to purchase.
- Court Clerk hours – Town Court has been busier; clerk needs to work more hours to get work done. Town doesn't need a resolution to allow her to increase her hours. We may need to make a budget modification if she goes over the allotted budget.
- Code Enforcement Officer additional hours. Currently working 6 hours per week, would like 15 hours per week. Increase in salary from \$13,350 to \$24,960. Would like to start in late September or early October. General discussion on Code Clerk hours.
- Property Maintenance and Town Board Requirements – general discussion on the legal ramifications of following our laws.
- Pond Maintenance – Town has an estimate of \$3000 to treat the pond for Floating Heart. The second option is to allow the Highway Superintendent and employees to drain and clean the pond. General discussion on use by Fire Protection Districts and cost of allowing the Highway department to drain and clean the pond. Decided on the second option.

Hearing of the Public:

Opened: 7:43pm

No one spoke.

Closed: 7:43pm

Resolutions:

Motion for **Resolution 23-88** was made by Phelps; 2nd by Moshier authorizing Highway Superintendent Doan to enter into an agreement with Tracey Road Equipment for the purchase of a 2024 Western Star 49X Tandem Axle Cab and Chassis, amount not to exceed \$264,542.23.
CARRIED: ALL

Motion for **Resolution 23-89** was made by Collier; 2nd by Koval authorizing Supervisor Phelps to increase the Code Enforcement Officer's hours from six per week to 15 per week and his salary from \$13,325 per year to \$24,960 per year, starting at the beginning of a pay period around October 1, 2023.
CARRIED: ALL

Motion for **Resolution 23-90** was made by Collier; 2nd by Moshier authorizing the Town to serve Abbi Fuller a Notice of Violation, stating that the property located at 118 State Route 414, Beaver Dams, needs to be cleaned up and a structure removed, either personally or via certified mail, and to hold a public hearing in regard to this matter for the property located at 118 State Route 414, Beaver Dams, at 1448 Chambers Road on September 14, 2023 at 7pm.
CARRIED: ALL

Motion was made by Phelps; 2nd by Koval adjourning the meeting at 7:58pm.
CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 23-87

August 10, 2023

By: LaVerne Phelps

2nd by: William Collier

ABSTRACTS

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted August 10, 2023, Abstract #8 vouchers for payment: General vouchers 145-186: \$12,927.64; Highway vouchers 103-115: \$56,174.98; BV Light District voucher 16-17: \$225.32; BV Water District vouchers 45-49: \$1561.05, for a total of \$70,888.99.

CARRIED: ALL

RESOLUTION 23-88

August 10, 2023

By: LaVerne Phelps

2nd by: Ron Moshier

2024 WESTERN STAR 49X

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Highway Superintendent Doan to enter into an agreement with Tracey Road Equipment for the purchase of a 2024 Western Star 49X Tandem Axle Cab and Chassis, amount not to exceed \$264,542.23.

CARRIED: AYES: Koval, Moshier, Collier, Christiansen
Noes: None

RESOLUTION 23-89

August 10, 2023

By: William Collier

2nd by: Mike Koval

CODE ENFORCEMENT OFFICER HOURS

WHEREAS, the Code Enforcement Officer, Martin Jerzak, has asked to have more hours in which to complete his work in the Town of Catlin, and

WHEREAS, currently there is believed to be enough Code work to warrant him working more hours, which will also generate more income to the town, therefor be it,

RESOLVED, the Town Board of the Town of Catlin does hereby authorize Supervisor Phelps to increase the Code Enforcement Officer's hours from six per week to 15 per week and his salary from \$13,325 per year to \$24,960 per year, starting at the beginning of a pay period around October 1, 2023.

CARRIED: ALL

RESOLUTION 23-90

August 10, 2023

By: LaVerne Phelps

2nd by: William Collier

**NOTICE OF VIOLATION/PUBLIC HEARING
118 STATE ROUTE 414, BEAVER DAMS, NY**

WHEREAS, The Town of Catlin Code Enforcement Officer has written a report on Code Violation for property at 118 State Route 414, Beaver Dams, and

WHEREAS, the property owner, Abbi Fuller has been to Town of Catlin Court and has not responded to the violations, therefore,

RESOLVED, The Town Board of The Town of Catlin does hereby authorize the Town to serve Ms. Fuller a Notice of Violation, stating that the property needs to be cleaned up and a structure removed from the property located at 118 State Route 414, Beaver Dams, either personally or via certified mail, and be it further

RESOLVED, The Town Board of The Town of Catlin will hold a public hearing in regard to this matter for the property located at 118 State Route 414, Beaver Dams, at 1448 Chambers Road on September 14, 2023, at 7pm.

CARRIED: ALL

Town of Catlin
Regular Board Meeting Minutes
September 14, 2023

Meeting called to order at 7:00pm by Supervisor LaVerne Phelps.

ROLLCALL: BM: Mike Koval, Ron Moshier, William Collier, Craig Christiansen, Supervisor LaVerne Phelps

Absent: Attorney John Mustico.

Motion was made by Phelps, 2nd by Collier to excuse Attorney John Mustico from the meeting.
CARRIED: ALL

Pledge of Allegiance and Moment of Silence

Minutes:

Motion made by Collier; 2nd by Koval accepting Town Clerk's minutes for August 10, 2023, into records as submitted.

CARRIED: ALL

Correspondence:

- Tom Harkabus – submitted letter of interest to join Zoning Board of Appeals.
- NYMIR – sent letter of inquiry about batter disconnects.
- CC Storm Water Coalition – sent letter requesting town to designate a Stormwater Management Officer.
- Mickilla Neal – submitted proposal for cemetery clean up.

Motion made by Moshier; 2nd by Christiansen to receive and place on file all correspondence for further action if required.

CARRIED: ALL

Departmental Reports:

Reports submitted by Supervisor, Town Clerk, Code Officer, Assessor, Animal Control and Sherriff.

- Supervisor – finished USDA Loan Application and is working on 2024 budget.

Motion made by Collier; 2nd by Koval to receive and place on file all departmental reports for further action if required.

CARRIED: ALL

Budget Modification:

Motion for **Resolution 23-91** was made by Phelps; 2nd by Collier approving budget modifications to the General Fund as requested by Supervisor Phelps.

CARRIED: ALL

Abstracts:

Motion for **Resolution 23-92** was made by Phelps; 2nd by Collier approving September 2023 vouchers for payment as submitted.

CARRIED: ALL

Beaver Valley Water District:

- Annual Inspection took place – should have a phone line connected to alarm for possibility of high or low tank levels or pump failures.
- Posted Signs should be posted around the tank area.
- Online property surveys show the tank outside of town property lines.
- The water tank will be cleaned next Friday, September 22, 2023.

Old Business:

- Abbi Fuller property – going to amend Resolution 23-90 and move public hearing from September 14, 2023 to October 12, 2023. Making sure we are ready for public hearing.
- USDA Loan Application – paperwork has been finalized.
- Cemetery Proposal from Mickilla Neal – general discussion ensued.

New Business:

- Tom Harkabus has submitted a letter of interest for ZBA. He will also be doing some maintenance at the Town Hall.
- Storm Water Representative, general discussion on this being Code Enforcement Officer, Martin Jerzak.
- Opening town roads to ATV (All terrain vehicles) and LUV (Limited use vehicles). General discussion ensued about current use, the legality of opening roads, having guidelines, and the possibility of generating income for the town.

Hearing of the Public:

Opened: 7:50 pm

- Sherry Koval of Catlin Hill Rd spoke to ask that there be a public hearing before any decision is made about opening town roads to ATV traffic. She also stated that we should wait on the cemetery proposal until Mickilla Neal can be at the board meeting to represent herself.
- Claudia Maroney of Johnson Hollow Rd spoke as a member of the Board of Assessment Review and stated how NYS picked an area to audit, and it was land.

Closed: 7:56pm

Resolutions:

Motion for **Resolution 23-93** was made by Phelps; 2nd by Collier hereby appointing Tom Harkabus to the Zoning Board of Appeals.

CARRIED: ALL

Motion for **Resolution 23-94** was made by Collier; 2nd by Koval hereby authorizing Supervisor Phelps to negotiate with Mickilla Neal for the care of several town cemeteries.

CARRIED: ALL

Motion for **Resolution 23-95** was made by Phelps; 2nd by Moshier hereby appointing Martin Jerzak, Town of Catlin Code Enforcement Officer, to be the MS4 Stormwater Management Officer and Local Stormwater Public Contact.

CARRIED: ALL

Motion for **Resolution 23-96** was made by Phelps; 2nd by Collier, which amends Resolution 23-90; authorizing the Town to serve Abbi Fuller a Notice of Violation, stating that the property located at 118 State Route 414, Beaver Dams, needs to be cleaned up and a structure removed, either personally or via certified mail, and to hold a public hearing in regard to this matter for the property located at 118 State Route 414, Beaver Dams, at 1448 Chambers Road on October 10, 2023 at 7pm.

CARRIED: ALL

Motion was made by Phelps; 2nd by Collier adjourning tonight's meeting until Tuesday September 26 at 8:00am.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 23-91

September 14, 2023

By: LaVerne Phelps

2nd by: William Collier

BUDGET MODIFICATION

WHEREAS, the Town of Catlin Court Clerk has been working more hours than budgeted, and

WHEREAS, the Town of Catlin Code Enforcement Officer has been approved to increase his hours and salary, therefor be it

RESOLVED, the Town Board of the Town of Catlin hereby approves modification to the 2023 General Budget as requested by Town Supervisor as follows: The A599 fund (Appropriated General Fund Balance) increased by \$5000.00 from \$87,834.00 to \$92,834.00. The A1110.13 fund (Personal Services Court Clerks) increased by \$2,000.00 from \$3,645.00 to \$5,645.00 and the A3620.1 fund (Safety Inspection Personal Services) increased by \$3,000.00 from \$13,350.00 to \$16,350.00.

CARRIED: ALL

RESOLUTION 23-92

September 14, 2023

By: LaVerne Phelps

2nd by: William Collier

ABSTRACTS

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted September 14, 2023, Abstract #9 vouchers for payment: General vouchers 167-190: \$27,108.79; Highway vouchers 116-127: \$75,297.22; BV Light District voucher 18-19: \$268.30; BV Water District vouchers 50-61: \$3,658.80, for a total of \$106,333.11.

CARRIED: ALL

RESOLUTION 23-93

September 14, 2023

By: LaVerne Phelps

2nd by: William Collier

APPOINTMENT OF ZONING BOARD OF APPEALS MEMBER

WHEREAS, Tom Harkabus submitted a letter of interest for Zoning Board of Appeals, therefore be it

RESOLVED, the Town Board of the Town of Catlin does hereby appoint Tom Harkabus to the Zoning Board of Appeals.

CARRIED: ALL

RESOLUTION 23-94

September 14, 2023

By: William Collier

2nd by: Mike Koval

CEMETERY PROPOSAL

WHEREAS, Mickilla Neal has submitted a proposal for taking care of several cemeteries in the town of Catlin, therefore be it

RESOLVED, the Town Board of the Town of Catlin does hereby authorize Supervisor Phelps to negotiate with Mickilla Neal for the care of several town cemeteries.

CARRIED: ALL

RESOLUTION 23-95

September 14, 2023

By: LaVerne Phelps

2nd by: Ron Moshier

STORM WATER REPRESENTATIVE

RESOLVED, the Town Board of the Town of Catlin does hereby appoint Martin Jerzak, Town of Catlin Code Enforcement Officer, to be the MS4 Stormwater Management Officer and Local Stormwater Public Contact.

CARRIED: ALL

RESOLUTION 23-96

September 14, 2023

By: LaVerne Phelps

2nd by: William Collier

**NOTICE OF VIOLATION/PUBLIC HEARING
118 STATE ROUTE 414, BEAVER DAMS, NY
AMENDING RESOLUTION 23-90**

WHEREAS, The Town of Catlin Code Enforcement Officer has written a report on Code Violation for property at 118 State Route 414, Beaver Dams, and

WHEREAS, the property owner, Abbi Fuller has been to Town of Catlin Court and has not responded to the violations, therefore be it,

RESOLVED, The Town Board of The Town of Catlin does hereby authorize the Town to serve Ms. Fuller a Notice of Violation, stating that the property needs to be cleaned up and a structure removed from the property located at 118 State Route 414, Beaver Dams, either personally or via certified mail, and be it further

RESOLVED, The Town Board of The Town of Catlin will hold a public hearing regarding this matter for the property located at 118 State Route 414, Beaver Dams, at 1448 Chambers Road on October 12, 2023, at 7pm.

CARRIED: ALL

Town of Catlin
Regular Board Meeting Minutes
Continuation of Meeting held on September 14, 2023
September 26, 2023

Meeting called to order at 8:00am by Supervisor Phelps

ROLLCALL: BM: Mike Koval, Ron Moshier, William Collier, Craig Christiansen, Supervisor LaVerne Phelps

2024 Tentative Budget:

General discussion took place on many areas of the 2024 tentative budget and adjustments made as needed.

Motion for **Resolution 23-97** was made by Collier; 2nd by Phelps to adopt the 2024 Tentative Budget as the 2024 Preliminary Budget and set a Public Hearing for October 12, 2023, at 7pm at the Town Hall concerning the 2024 Preliminary Budget.

CARRIED: ALL

Motion was made by Collier; 2nd by Moshier adjourning the meeting at 9:38am.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 23-97

September 26, 2023

By: William Collier

2nd by: LaVerne Phelps

**2024 TENTATIVE BUDGET
PUBLIC HEARING 2024 PRELIMINARY BUDGET**

WHEREAS, The Town Clerk of the Town of Catlin presented the Town Board Members a copy of the 2024 Tentative Budget, now, therefore be it

RESOLVED, the Town Board of the Town of Catlin adopts the 2024 Tentative Budget as the 2024 Preliminary Budget, and be it further

RESOLVED, The Town Board of the Town of Catlin hereby sets a Public Hearing for October 12, 2023, at 7 pm at the Town Hall, Town of Catlin concerning the 2024 Preliminary Budget which may be adopted as the 2024 Final Budget after any concerns are addressed within 5 days of the hearing being held.

2024 Proposed Salaries: Supervisor - \$11,500.00
Town Clerk - \$14,586.00
Highway Superintendent - \$75,000.00
Town Justice - \$6,580.00
Board Members (4) - \$2,000/each

CARRIED: ALL

Town of Catlin
Regular Board Meeting Minutes
October 12, 2023

Meeting called to order at 7:00pm by Supervisor LaVerne Phelps.

ROLLCALL: BM: Mike Koval, Ron Moshier, William Collier, Craig Christiansen, Supervisor LaVerne Phelps, Attorney John Mustico

Pledge of Allegiance and Moment of Silence

Public Hearings:

Attorney Mustico opened the Public Hearing on the property abatement proposal located at 118 ST RT 414 at 7:00pm.

No one spoke.

Motion made by Phelps; 2nd by Koval closing the public hearing on the property abatement at 118 ST RT 414.

CARRIED: ALL

Attorney Mustico opened the Public Hearing on the Preliminary Budget for 2024 at 7:01pm.

No one spoke.

Motion made by Phelps; 2nd by Collier adjourning the public hearing on the Preliminary Budget for 2024 until November 9 at 7pm.

CARRIED: ALL

Minutes:

Motion made by Collier; 2nd by Moshier accepting Town Clerk's minutes for September 14, 2023, and September 26, 2023 into records as submitted.

CARRIED: ALL

Correspondence:

- NYS Ag & Markets – sent a letter stating that Elmira City Shelter passed the annual dog control inspection.
- 118 NYS RT 414 Property Abatement Bids received from:
 - Bernie Craven - \$1000.00
 - Jacked Up Junk Removal - \$2000.00

Motion made by Moshier; 2nd by Christiansen to receive and place on file all correspondence for further action if required.

CARRIED: ALL

Departmental Reports:

Reports submitted by Supervisor, Highway Superintendent, Town Clerk, Code Enforcement, Animal Control, Sheriff and Assessor

- Supervisor – Need USDA Loan Resolution, spoke with Sprague Insurance, received estimates for improving our cyber security from two computer companies, phone system has been finalized.

Motion made by Koval; 2nd by Collier to receive and place on file all departmental reports for further action if required.

CARRIED: ALL

Abstracts:

Motion for **Resolution 23-98** was made by Phelps; 2nd by Collier approving September 2023 vouchers for payment as submitted.

CARRIED: ALL

Beaver Valley Water District:

- Received a positive Chloroform test, needed to retest with Chemung County Health Department and all were negative.
- October 20th will be the final tank flushing of the year.
- Health Dept recommends an alarm at the pump house so that someone can be notified if there is an issue. A cell dialer will be installed October 19th and will allow an alarm to go to multiple people if an issue arises.

Old Business:

- Loan Resolution needs to be approved by USDA.
- Cemetery Proposal – Greg Bullock spoke about the work that has been completed on Johnson Hollow Rd and what they plan to do next.

New Business:

- Abatement at 118 ST RT 414 – Need to arrange to have the property cleaned up. Ms. Fuller was at the property and said she had money to pay for the clean-up. Supervisor Phelps received two bids.
 - Bernie Craven - \$1000
 - Jacked Up Junk Removal - \$2000.

Supervisor Phelps recommends using Bernie Craven. Craven's bid was lower, and he will mow the grass.

- Dog Enumeration Proposal – Town Clerk spoke about the possibility of performing a dog enumeration. Submitted a cost for sending the enumeration in the mail. She provided numbers of current dogs licensed and the number of dogs that potentially reside in the town of Catlin. Hoping to license at least 65 additional dogs by conducting the census.
- Cyber Security for Town Computers – Supervisor Phelps received two bids.
 - Cyberlink Computing - \$16,644.00
 - SCT Computers - \$13,038.00

General discussion ensued about the need the town has for improving the computing system and the security of it. The cost of the bids does not include monthly monitoring, which would be an additional expense. The computing expenses were not included in the 2024 budget. Town Board Member Collier is working on a grant that could potentially pay for a new computer system and better security.

Hearing of the Public:

Opened: 7:47pm

- Claudia Maroney of 569 Johnson Hollow spoke. She shared that she thinks the new town sign looks nice and questioned whether it had a light shining on it at night. She also shared that Culver Hill looks very nice.

Closed: 7:48pm

Resolutions:

Motion for **Resolution 23-99** was made by Phelps; 2nd by Collier hereby accepting the Bernie Craven bid of \$1,000.00 for property abatement at 118 State Route 414, Beaver Dams, NY.
CARRIED: ALL

Motion for **Resolution 23-100** was made by Collier; 2nd by Moshier hereby authorizing Supervisor Phelps to complete USDA Loan Resolution for the 2024 Western Star 49x.
CARRIED: ALL

Motion for **Resolution 23-101** was made by Collier; 2nd by Koval hereby authorizing the Town Clerk to perform a dog enumeration.
CARRIED: ALL

Motion was made by Collier; 2nd by Christiansen to amend the October 12, 2023 agenda by adding a resolution to set a Public Hearing for November 9, 2023 at 7pm for Local Law 3 of 2023 – “A Local Law to Override the Tax Levy Limit established in General Municipal Law §3-c”
CARRIED: ALL

Regular Board Meeting, Town of Catlin, October 12, 2023

Motion for **Resolution 23-102** was made by Collier; 2nd by Moshier hereby setting a Public Hearing for November 9, 2023, at 7pm at 1448 Chambers Road, Beaver Dams, concerning Local Law 3 of 2023 – “A Local Law to Override the Tax Levy Limit established in General Municipal Law §3-c”. It is the intent of this local law to allow the Town of Catlin to adopt a budget for the fiscal year commencing January 1, 2024 thru December 31, 2024 that requires a real property tax levy in excess of the ‘tax levy limit’ as defined by General Municipal Law §3-c. and also the Town Clerk is instructed to notify the Public of said hearing via newspaper ‘legal’ ad.

CARRIED: ALL

Motion was made by Collier; 2nd by Moshier adjourning the meeting at 7:55pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler, Town Clerk

RESOLUTION 23-98

October 12, 2023

By: LaVerne Phelps

2nd by: William Collier

ABSTRACTS

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted October 12, 2023, Abstract #10 vouchers for payment: General vouchers 191-210: \$11,769.63; Highway vouchers 128-140: \$10,683.13; BV Light District vouchers 20-21: \$278.80; BV Water District vouchers 62-67: \$625.52; Millport Fire Protection District #2 vouchers 6-7: \$40,855.00; for a total of \$64,242.08.

CARRIED: ALL

RESOLUTION 23-99

October 12, 2023

By: LaVerne Phelps

2nd by: William Collier

**118 STATE ROUTE 414, BEAVER DAMS, NY
PROPERTY ABATEMENT**

WHEREAS, the Town Board of The Town of Catlin held a public hearing regarding the matter of property abatement for the property owned by Abbi Fuller and located at 118 State Route 414, Beaver Dams, at 1448 Chambers Road on October 12, 2023, at 7pm and

WHEREAS, no one spoke against the property abatement at the Public Hearing held on October 12, 2023, and

WHEREAS, the Town received two bids for property abatement, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby accepts the Bernie Craven bid of \$1,000.00 for property abatement at 118 State Route 414, Beaver Dams, NY.

CARRIED: ALL

RESOLUTION 23-100

October 12, 2023

By: William Collier

2nd by: Ron Moshier

**USDA LOAN RESOLUTION
2024 WESTERN STAR 49X**

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Supervisor Phelps to complete USDA Loan Resolution for the 2024 Western Star 49x.

CARRIED: ALL

RESOLUTION 23-101

October 12, 2023

By: William Collier

2nd by: Mike Koval

DOG ENUMERATION

WHEREAS, the Town of Catlin has not held a town wide dog enumeration in several years, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby authorizes the Town Clerk to perform a dog enumeration.

CARRIED: ALL

RESOLUTION 23-102

October 12, 2023

By: William Collier

2nd by: Ron Moshier

**PUBLIC HEARING
LOCAL LAW 3 OF 2023
EXCEEDING 2024 TAX CAP**

RESOLVED, the Town Board of the Town of Catlin hereby sets a Public Hearing for November 9, 2023, at 7pm at 1448 Chambers Road, Beaver Dams, concerning LL3 of 2023 – “A Local Law to Override the Tax Levy Limit established in General Municipal Law §3-c”. It is the intent of this local law to allow the Town of Catlin to adopt a budget for the fiscal year commencing January 1, 2024 thru December 31, 2024 that requires a real property tax levy in excess of the ‘tax levy limit’ as defined by General Municipal Law §3-c. and now, therefore be it further

RESOLVED, the Town Clerk is instructed to notify the Public of said hearing via newspaper ‘legal’ ad.

CARRIED: ALL

Town of Catlin
Regular Board Meeting Minutes
November 9, 2023

Meeting called to order at 7:00pm by Supervisor LaVerne Phelps.

ROLLCALL: BM: Mike Koval, Ron Moshier, Craig Christiansen, Supervisor LaVerne Phelps,
Attorney John Mustico
Absent: William Collier

Motion made by Phelps; 2nd by Koval excusing William Collier from tonight's meeting.
CARRIED: ALL

Pledge of Allegiance and Moment of Silence

Public Hearing:

Attorney Mustico opened the Public Hearing concerning Local Law 3 of 2023, "A Local Law to Override the Tax Levy Limit established in General Municipal Law §3-c".

No One Spoke

Motion made by Attorney Mustico; 2nd by Phelps, closing the Public Hearing on the Tax Cap Override for 2024 at 7:01 pm.
CARRIED: ALL

Minutes:

Motion made by Moshier; 2nd by Koval accepting Town Clerk's minutes for October 12, 2023 into records as submitted.
CARRIED: ALL

Correspondence:

- Excellus – sent letter notifying us of rates for 2024.
- Sprague Insurance Presentation for 2024 NYMIR policy. Presented the town with a safety award check.

Motion made by Koval; 2nd by Christiansen to receive and place on file all correspondence for further action if required.
CARRIED: ALL

Departmental Reports:

Reports submitted by Supervisor, Highway Superintendent, Town Clerk, Code Enforcement, Animal Control and Sheriff

- Highway Superintendent has evaluated all town signs and submitted a report of those that are damaged or need other repair. General discussion ensued.

Town of Catlin, Regular Meeting, November 9, 2023

- Supervisor went to county budget meeting. Should receive \$156,000 in CHIPS, town to receive 3% increase in sales tax money.

Motion made by Christiansen; 2nd by Moshier to receive and place on file all departmental reports for further action if required.

CARRIED: ALL

Abstracts:

Motion for **Resolution 23-103** was made by Phelps; 2nd by Moshier approving October 2023 vouchers for payment as submitted.

CARRIED: ALL

Beaver Valley Water District:

Nothing to Report

Old Business:

Cemetery Update:

- Mickilla Neal was going to be here.
- Johnson Hollow Cemetery looks good.
- Stitts Hill Cemetery is in bad shape.

New Business:

- 2024 Tax Cap
- 2024 Sales Tax Allocation
- 2024 Tax Levy for 118 NYS RT 414
- Approval of 2024 Budget

Hearing of the Public:

Opened: 7:43pm

No one spoke.

Closed: 7:43pm

Resolutions:

Motion for **Resolution 23-104** was made by Phelps; 2nd by Moshier hereby enacting Local Law 3-2023 to override the tax levy limit established in General Municipal Law §3-c. It is the intent of this local law to allow the Town of Catlin to adopt a budget for the fiscal year commencing January 1, 2024-December 31, 2024 that requires a real property tax levy in excess of the “tax levy limit” as defined by General Municipal Law §3-c.

CARRIED: ALL

Motion for **Resolution 23-105** was made by Koval; 2nd by Christiansen hereby agreeing to apply 2024 Sales Tax Revenue to the General and Highway 2024 Budgets.

CARRIED: ALL

Motion for **Resolution 23-106** was made by Moshier; 2nd by Koval hereby imposing a Tax Levy on the Town & County 2024 Tax Bill on behalf of Town of Catlin, General Fund for property abatement, advertising of public hearing for said abatement, and legal fees as follows:

26.00-1-18 118 NYS RT. 414

Bernie Craven – Property Abatement -	\$1000.00
Public Hearing 10/12/23 Star Gazette Legal Ad -	\$9.24
Public Hearing 10/12/23 Leader Legal Ad -	\$37.31
Legal Counsel for Catlin Town Court -	\$50.00

For a Total of - \$1,096.55

CARRIED: ALL

Motion for **Resolution 23-107** was made by Christiansen; 2nd by Moshier hereby adopting the 2023 Preliminary Budget as the 2024 Final Budget.

CARRIED: ALL

Motion was made by Phelps; 2nd by Koval adjourning the meeting at 7:46 pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 23-103

November 9, 2023

By: LaVerne Phelps

2nd by: Ron Moshier

ABSTRACTS

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted November 9, 2023, Abstract #11 vouchers for payment: General vouchers 211-233: \$10,904.62; Highway vouchers 141-158: \$74,276.89; BV Light District vouchers 22-23: \$295.22; BV Water District vouchers 68-71: \$2,260.23; for a total of \$87,736.96.

CARRIED: ALL

RESOLUTION 23-104

November 9, 2023

By: LaVerne Phelps

2nd by: Ron Moshier

LOCAL LAW 3 OF 2023

WHEREAS, a notice was duly given and published announcing a Public Hearing concerning LL-3 of 2023 for November 9, 2023 at 7pm, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby enacts Local Law 3-2023 to override the tax levy limit established in General Municipal Law §3-c. It is the intent of this local law to allow the Town of Catlin to adopt a budget for the fiscal year commencing January 1, 2024-December 31, 2024 that requires a real property tax levy in excess of the "tax levy limit" as defined by General Municipal Law §3-c.

CARRIED: ALL

RESOLUTION 23-105

November 9, 2023

By: Mike Koval

2nd by: Craig Christiansen

APPLICATION OF 2024 SALES TAX REVENUE

RESOLVED, the Town Board of the Town of Catlin hereby agrees to apply 2024 Sales Tax Revenue to the General and Highway 2024 Budgets.

CARRIED: ALL

RESOLUTION 23-106

November 9, 2023

By: Ron Moshier

2nd by: Mike Koval

2024 TAX LEVY

RESOLVED, the Town Board of the Town of Catlin, Chemung County, imposes a Tax Levy on the Town & County 2024 Tax Bill on behalf of Town of Catlin, General Fund for property abatement, advertising of public hearing for said abatement, and legal fees as follows:

26.00-1-18 118 NYS RT. 414

Bernie Craven – Property Abatement -	\$1000.00
Public Hearing 10/12/23 Star Gazette Legal Ad -	\$9.24
Public Hearing 10/12/23 Leader Legal Ad -	\$37.31
Legal Counsel for Catlin Town Court -	\$50.00

For a Total of - \$1,096.55

CARRIED: ALL

RESOLUTION 23-107

November 9, 2023

By: Craig Christiansen

2nd by: Ron Moshier

2024 FINAL BUDGET

WHEREAS, the Town Board of the Town of Catlin held a Public Hearing on October 12,2023 concerning the 2024 Preliminary Budget, and

WHEREAS, there were no comments concerning the 2024 Preliminary Budget from the audience, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby adopts the 2024 Preliminary Budget as the 2024 Final Budget.

CARRIED: ALL

Town of Catlin
Regular Board Meeting Minutes
December 14, 2023

Meeting called to order at 7:00pm by Supervisor LaVerne Phelps.

ROLLCALL: BM: Mike Koval, Ron Moshier, William Collier, Craig Christiansen, Supervisor LaVerne Phelps, Attorney John Mustico

Pledge of Allegiance and Moment of Silence

Minutes:

Motion made by Moshier; 2nd by Christiansen accepting Town Clerk's minutes for November 9, 2023 into records as submitted.

CARRIED: AYES: Koval, Moshier, Christiansen

NOES: None

ABSTAINED: Collier

Correspondence:

- Richard J. Brink – received letter of resignation from the position of Catlin Town Justice effective November 30, 2023.

Motion made by Koval; 2nd by Moshier to receive and place on file all correspondence for further action if required.

CARRIED: ALL

Departmental Reports:

Reports submitted by Supervisor, Highway Superintendent, Town Clerk, Code Enforcement, Assessor, Animal Control and Sheriff

- Supervisor had meeting with Donny Boom to discuss liability insurance. Met with Mickilla Neal to discuss plans for cemetery upkeep next year. Went to county meeting, town to receive \$156,000 in CHIPS.

Motion made by Collier; 2nd by Christiansen to receive and place on file all departmental reports for further action if required.

CARRIED: ALL

Abstracts:

Motion for **Resolution 23-108** was made by Phelps; 2nd by Collier approving December 2023, Abstract #12 vouchers for payment as submitted, General vouchers 234-262: \$29,769.82; Highway vouchers 159-174: \$43,733.53; BV Light District vouchers 24-25: \$347.56; BV Water District vouchers 72-77: \$1,831.89; for a total of \$75,682.80.

CARRIED: ALL

Beaver Valley Water District:

- Received dates for 2024 workshops and Supervisor Phelps will try to go. Received dates for water operator's certification and Tom Harkabus and/or Dennis Ross will be attending those trainings. General Discussion ensued.

Old Business:

- Town Clerk spoke about how the dog enumeration project is going. Residents are responding to the letters being sent. Enumeration will be spread out and last most of 2024.

New Business:

- Richard J. Brink has resigned from the position of Catlin Town Justice so that he may prove his domicile in the Town of Big Flats. Resignation was effective as of November 30, 2023.
- Joshua R. Cutler is currently at judge school in Albany. We will be appointing Josh as of Monday December 18, 2023 for duration of 2023. General discussion on paying the two justices for the remainder of 2023.
- The Town of Corning has sent a new contract for the Intermunicipal Agreement that the Town of Catlin shares with them for an Assessor which has a 3% increase. General Discussion ensued.
- Highway Superintendent Doan spoke about the possibility of Pine Ridge Rd., located off of Lemae Dr. becoming a town road. It is currently a private road, originally not built to town specifications. Fagen Engineering is working on a plan to build the road to Town of Catlin specifications for the town to possibly adopt as a town road in the future. General Discussion ensued.

Hearing of the Public:

Opened: 7:30pm

No one spoke.

Closed: 7:31pm

Resolutions:

Motion for **Resolution 23-108** was made by Phelps; 2nd by Collier hereby appointing the Honorable Joshua R. Cutler to the position of Catlin Town Justice effective December 18, 2023 through January 1, 2024, pending Mr. Cutler successfully completes his judge school training.
CARRIED: ALL

Motion for **Resolution 23-109** was made by Collier; 2nd by Koval hereby authorizing Supervisor Phelps to enter into an Intermunicipal Agreement with the Town of Corning for Assessor Services for the year 2024, not to exceed \$15,024.00 per year or \$1,252.00 per month.
CARRIED: ALL

Motion was made by Phelps; 2nd by Moshier adjourning the meeting at 7:37pm.
CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

**RESOLUTION 23-108
December 14, 2023**

By: LaVerne Phelps

2nd by: William Collier

ABSTRACTS

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted December 14, 2023, Abstract #12 vouchers for payment: General vouchers 234-262: \$29,769.82; Highway vouchers 159-174: \$43,733.53; BV Light District vouchers 24-25: \$347.56; BV Water District vouchers 72-77: \$1,831.89; for a total of \$75,682.80.

CARRIED: ALL

**RESOLUTION 23-109
December 14, 2023**

By: LaVerne Phelps

2nd by: William Collier

APPOINTMENT OF TOWN JUSTICE

WHEREAS, the Honorable Richard J. Brink resigned his position as Catlin Town Justice effective November 30, 2023, and

WHEREAS, the Honorable Joshua R. Cutler was elected to the position of Catlin Town Justice effective January 1, 2024, and

WHEREAS, the Honorable Joshua R. Cutler successfully completed the schooling requirements to become Catlin Town Justice during the week of December 11 – 15, 2023, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby appoints the Honorable Joshua R. Cutler to the position of Catlin Town Justice effective December 18, 2023 through January 1, 2024.

CARRIED: ALL

RESOLUTION 23-110

December 14, 2023

By: William Collier

2nd by: Mike Koval

ASSESSOR SHARED SERVICES AGREEMENT

WHEREAS, the Town of Catlin and the Town of Corning have had an Intermunicipal Agreement for Assessor Services for the Town of Catlin, and

WHEREAS, the Town of Corning has presented Supervisor Phelps with an updated agreement for the year 2024 which includes a 3% increase in the agreement, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Supervisor Phelps to enter into an Intermunicipal Agreement with the Town of Corning for Assessor Services for the year 2024, not to exceed \$15,024.00 per year or \$1,252.00 per month.

CARRIED: ALL