

TOWN of CATLIN
ORGANIZATIONAL MEETING
Thursday, January 11, 2024

Call Meeting to Order at 7:00 pm

Roll Call: BM: Mike Koval, Ron Moshier and William Collier
Supervisor LaVerne Phelps and Attorney John Mustico

Motion made by Phelps; 2nd by Moshier to excuse board member Craig Christiansen.

CARRIED: AYES: ALL

RESOLUTION 24-01
ROBERT'S RULES OF ORDER ADOPTED AS GUIDELINES

RESOLVED, the Town Board adopts Robert Rules of Order, Association of Towns – State of New York Town Law Manual 2000, and Conducting Public Meetings and Public Hearings, as a guideline, and vote orally on resolutions.

CARRIED: AYES: ALL
NAYS:

RESOLUTION 24-02
TIME AND PLACE SET FOR TOWN BOARD MEETINGS

RESOLVED, the Town Board set the time and place for the Town Board Meetings: 7:00 pm on the 2nd Thursday of each month at the Catlin Town Hall, 1448 Chambers Road.

CARRIED: AYES: ALL
NAYS:

**RESOLUTION 24-03
TOWN BOARD MEETING PROCEDURES**

RESOLVED, the Town Board adopts the following policy for Town Board meetings:

1. All agenda items are to be submitted to the Town Supervisor by 9:00 pm the Monday prior to the Town Board meeting.
2. The first item of the meeting will be Call to Order.
3. The Town Board agenda categories be as follows:
 - Pledge of Allegiance
 - Moment of Silence
 - Minutes
 - Correspondence
 - Motion to receive correspondence and place it on file.
 - Departmental Reports
 - Resolution authorizing payment of abstracts
 - Beaver Valley Water District
 - Old Business
 - New Business
 - Hearing of the Public
 - Resolutions
 - Adjournment
4. All monthly reports are to be submitted to the Town Supervisor by 9:00 am the Tuesday prior to the Town Board Meeting.
5. Vouchers for payment must be submitted by 8:00 am on the Tuesday before the Town Board meeting. Submittal is the responsibility of the Department Heads, and they are responsible for vendor inquiries due to non-submittals.
6. The Abstract of unaudited vouchers is to be submitted to the Supervisor and Accountant by 9:00 am the Thursday of the Town Board meeting.
7. All vouchers are to be audited by the Audit Committee by **6:15 pm** before the Town Board meeting.

CARRIED: AYES: ALL
 NAYS:

**RESOLUTION 24-04
EFFECTIVE DATE OF APPOINTMENTS**

RESOLVED, the Town Board set the effective date for appointments, unless otherwise stated, as January 1, 2024.

CARRIED: AYES: ALL
 NAYS:

**RESOLUTION 24-05
DEPUTY TOWN SUPERVISOR APPOINTED**

RESOLVED, the Town Board appoints **William Collier**, Deputy Town Supervisor, term to expire 12/31/24, as recommended by the Town Supervisor.

CARRIED: AYES: ALL
 NAYS:

**RESOLUTION 24-06
APPOINTMENTS TO VARIOUS POSITIONS
ALL TERMS EXPIRE 12-31-2024, UNLESS OTHERWISE NOTED**

RESOLVED, the Town Board hereby makes the following appointments:

Zoning Board of Appeals Secretary – Dail Phelps
Planning Board Secretary – Kayleen Butler
BVWD Billing Clerk – Tom Harkabus & Linda Wead
Zoning Board of Appeals Member – Claudia Maroney, 5 Year Term
Planning Board Member –
Board of Assessment Review – Mark Claypool, 5 Year Term

CARRIED: AYES: ALL
 NAYS:

**RESOLUTION 24-07
BOARD CHAIRPERSONS APPOINTED**

RESOLVED, that pursuant to Town Law Sections 267 and 272 the following persons be appointed to the position of Chairperson to the following Town of Catlin Boards for a one (1) year term ending 12/31/2024.

James Plate – Chairman – Planning Board
Claudia Maroney – Chairman – Zoning Board of Appeals
Mark Claypool – Chairman – Board of Ethics

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-08

RESOLUTION CONTINUING POSITIONS OF DEPUTY HIGHWAY SUPERINTENDENT, DEPUTY TOWN CLERK AND CEO CLERK AND MAKING APPOINTMENTS TO THESE POSITIONS

RESOLVED, that the positions of Deputy Highway Superintendent, Deputy Town Clerk hereby are continued for the Town of Catlin with the powers and duties set forth in Town Law and Highway Law, and

BE IT FURTHER RESOLVED, that the following people be appointed to the positions for a one (1) year term ending 12/31/2024.

DEPUTY HIGHWAY SUPERINTENDENT – Alexander Pastrick

DEPUTY TOWN CLERK – Dail Phelps

CEO CLERK – Dail Phelps

DEPUTY COURT CLERK – Dail Phelps

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-09

RESOLUTION MAKING APPOINTMENTS TO THE AUDIT COMMITTEE

RESOLVED, that Council members **Craig Christiansen** and **William Collier** be and are hereby appointed as Audit Committee for the Town of Catlin for the first six months of the year commencing **January 1st, 2024**, and Council members **Ron Moshier** and **Mike Koval** be hereby appointed as Audit Committee for the Town of Catlin for the second six months commencing **July 1st, 2024**.

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-10

RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS

RESOLVED, that pursuant to Section 64, Subdivision 11 of Town Law, the **Elmira Star-Gazette**, Elmira, New York and the **Corning Leader**, Corning, New York are hereby designated as official newspapers of the Town of Catlin, and

BE IT FURTHER RESOLVED, that for purposes of legal notices for variances before the Zoning Board of Appeals, the newspaper to be used shall be the one that serves the area where the applicant for the variance resides.

CARRIED: AYES: ALL
 NAYS:

**RESOLUTION 24-11
SUPERVISOR DIRECTED TO PUBLISH ANNUAL REPORT**

RESOLVED, the Town Board directs the Supervisor to publish the Annual Report in the approved form.

CARRIED: AYES: ALL
 NAYS:

**RESOLUTION 24-12
DESIGNATING DEPOSITORIES FOR TOWN OFFICIALS**

RESOLVED, that Chemung Canal Trust Company be designated as the depositories for the Town, and

BE IT FURTHER RESOLVED, that LaVerne J. Phelps, Supervisor of the Town of Catlin and in his absence, **William Collier**, Deputy Supervisor, or **Ron Moshier**, Councilmember be and hereby are authorized to sign checks under \$1000 without cosigner, checks over \$999.99 must be cosigned (**excluding payroll**), drawn on Chemung Canal Trust Company for the following accounts:

Consolidated Account
Highway Account
Trust and Agency Fund (Social Security Acct.), and

BE IT FURTHER RESOLVED, that **Yvonne Cutler**, Town Clerk/Tax Collector, or **Dail Phelps**, Deputy Town Clerk of the Town of Catlin be and hereby is authorized to sign checks drawn on Chemung Canal Trust Co. for the Town Clerk, Tax Collector accounts, and,

BE IT FURTHER RESOLVED, that **Joshua Cutler**, Justice of the Town of Catlin be and hereby is authorized to sign checks drawn on Chemung Canal Trust Co. for respective Town of Catlin Justice Account,

CARRIED: AYES: ALL
 NAYS:

**RESOLUTION 24-13
SUPERVISOR AUTHORIZED TO INVEST TOWN FUNDS**

RESOLVED, the Town Board authorizes the Supervisor to invest monies not needed for immediate expenditures, according to the regulations of the State Department of Audit and Control.

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-14
RESOLUTION AUTHORIZING SUPERVISOR TO OBTAIN INSURANCE FOR THE TOWN

RESOLVED, that the Town Supervisor is hereby authorized to secure adequate insurance for the Town to include General Liability, Town Liability, Public Officials Liability, Building Coverage, Automobile Coverage, Theft and a Blanket Bond covering Town Officials as required by law.

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-15
RESOLUTION AUTHORIZING PREPAYMENT OF CLAIMS FOR PUBLIC UTILITIES, POSTAGE, FREIGHT AND EXPRESS CHARGES AND INSURANCE

RESOLVED, that pursuant to Section 118 of the Town Law, the Town Supervisor is hereby authorized to prepay, prior to audit, claims for public utilities, postage, water testing, freight and express charges and insurance, with said claims to be presented for audit at the next regular Town Board meeting.

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-16
TOWN BOARD AUTHORIZED TO ADVANCE MONEY

RESOLVED, the Town Board be authorized to advance money for educational meetings or workshops as provided by General Municipal Law 77b by voucher prior to check being issued.

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-17
JUSTICES AUTHORIZED TO HIRE STENOGRAPHER

RESOLVED, the Town Board authorizes the Town Justice to hire a court stenographer, when needed, at the prevailing rate.

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-18
ATTENDANCE AT EDUCATIONAL PROGRAMS AUTHORIZED

RESOLVED, the Town Board authorizes Town Officials and employees to attend educational programs concerning Town business, as authorized in their 2024 budget, with all legal expenses charged to the Town as set forth in the Town of Catlin Employee Handbook. Employees working in the same capacities for Municipalities other than the Town of Catlin are urged to share educational expenses with these municipalities.

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-19
AUTHORIZED ATTENDANCE AT COUNTY MUNICIPAL CLERKS MEETINGS

RESOLVED, the Town Board authorizes the attendance at County Municipal Clerks meetings, as set forth in their 2024 budget for the Town Clerk and Deputy Town Clerk.

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-20
AUTHORIZATION FOR PURCHASES

RESOLVED, the Town Board requires approval prior to obtaining services, parts, and other equipment for all purchases over the amount of \$1,000.00, including engineering or as otherwise provided by the Town Board.

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-21
AUTHORIZATION FOR PURCHASES - HIGHWAY SUPERINTENDENT

RESOLVED, the Town Board authorizes the Highway Superintendent to make purchases up to \$5000.00 for parts, supplies, tires, and other equipment for use in the Highway Department, as necessary, provided they are covered in the Highway budget.

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-22
HIGHWAY SUPERINTENDENT AUTHORIZED TO ADVERTISE FOR BIDS

RESOLVED, the Town Board authorizes the Highway Superintendent to advertise for bids on tires, salt, sand, parts and tools, as needed.

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-23
HIGHWAY SUPERINTENDENT AUTHORIZED TO ACCEPT STATE & COUNTY BIDS

RESOLVED, the Town Board authorizes the Highway Superintendent to accept State and County bids for any and all items under State and County bid system, provided they are covered in the Highway budget; with the exception that any bid for vehicles and equipment shall be subject to prior Town Board approval.

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-24
BUDGET TRANSFERS

RESOLVED, the Town Board requires all budget transfer requests either intradepartmental or from contingency or fund balance must come before the Town Board prior to obtaining services, parts, and other equipment not covered in their budget.

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-25
MILEAGE ALLOWANCE SET

RESOLVED, the Town Board set mileage at Federal Guideline for Town Officials and employees when using their personal vehicles for official Town business, when authorized by the Town Board.

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-26
ELECTED OFFICIAL'S SALARIES SET

RESOLVED, the Town Board set the following salaries for elected officials:

Supervisor	\$11,500.00
Council Member (4)	\$ 2,000.00 each
Town Clerk	\$14,586.00
Highway Superintendent	\$75,000.00
Town Justice	\$ 6,580.00

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-27
CONTRACTING
TOWN ATTORNEY and LANDSCAPING

RESOLVED, that **John P. Mustico** is hereby contracted as the attorney for the Town of Catlin payable by voucher per independent contract terms not to exceed \$5,500.00, and

BE IT FURTHER RESOLVED that **Donald Boom** is hereby contracted to mow, trim and clean 3 Town Cemeteries; Post Creek Cemetery, South School Cemetery and Savory Cemetery, not to exceed \$3,785.00.

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-28
WAGES SET FOR NON-ELECTED EMPLOYEES

RESOLVED, that the Town Board set wages for non-elected Town employees to be accepted and paid when due, including normal Town benefits listed in the Employee Handbook for the following:

Court Clerk	\$17.50 per hour
Deputy Court Clerk	\$15.00 per hour
Deputy Town Clerk	\$15.00 per hour
Custodian	\$15.00 per hour
Secretary – Board of Assessment Review	\$25.00 per session
Chairperson - Board of Assessment Review	\$75.00 per session
Members – Board of Assessment Review	\$50.00 per session
CEO Clerk	\$15.00 per hour
ZBA Chairperson	\$30.00 per session plus \$200.00 per year
Zoning Board of Appeals Members (4)	\$25.00 per session
ZBA Secretary	\$30.00 per session
Planning Board Chairperson	\$30.00 per session plus \$200.00 per year
Planning Board Members (6)	\$25.00 per session
Planning Board Secretary	\$30.00 per session
BVWD Plant Operator	\$10,000.00 annually
BVWD Billing Clerk	\$15.00 per hour
BVWD Asst. Plant Operator	\$15.00 per hour
BVWD Meter Reader	\$30.00 per quarter
BVWD Maintenance	\$17.50 per hour
Building Maintenance	\$15.00 per hour
Deputy Supervisor	\$ 600.00 annually
Code Enforcement Officer	\$24,960.00 annually
Accountant	\$13,912.50 annually

CARRIED: Ayes: ALL
 Nays:

RESOLUTION 24-29
RESOLUTION FIXING SALARIES FOR BOARD OF ASSESSMENT REVIEW

RESOLVED, the Town Board authorizes the Chairperson of the Catlin Board of Assessment Review to be paid \$75.00 for each session actually attended by the Chairperson and payment shall be made by submitted voucher, and

BE IT FURTHER RESOLVED that each regular member of the Board of Assessment Review members shall be paid \$50.00 for each session or training class actually attended by said member and payment shall be made by submitted voucher.

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-30
RESOLUTION SETTING PAY PERIODS

RESOLVED, that all employees shall be paid with the following:

<u>OFFICE OR POSITION</u>	<u>PAYABLE</u>		
Supervisor	Bi-Weekly	Board of Assessment	Session
Council members	Monthly	Meter Reader	Quarterly
Justices / Court Clerk	Monthly	Water Billing Clerk	Monthly
Town Clerk/Tax Collector	Bi-Weekly	Water Plant Operator	Bi-weekly
		Assistant Water Plant	Monthly
Highway Superintendent	Bi-Weekly	Planning Board Members	Session
Highway Workers	Bi-Weekly	Zoning Board Members	Session
Water Maintenance	Monthly	PB & ZB Secretaries	Session
Code Enforcement Officer	Monthly		

CARRIED: AYES: ALL
 NAYS:

RESOLUTION 24-31
PETTY CASH FUNDS ESTABLISHED

RESOLVED, the Town Board establishes the following Petty Cash Funds:

Town Clerk	\$ 50.00
Code Enforcement Officer	\$ 50.00
Town Justices	\$ 75.00
Beaver Valley Water District	\$ 50.00

CARRIED: AYES: ALL
 NAYS:

**RESOLUTION 24-32
RESOLUTION SETTING PAY SCALE FOR HIGHWAY EMPLOYEES**

RESOLVED, that effective with the pay period commencing January 1, 2024, the Highway employees of the Town of Catlin are to receive the following wages:

Mark Ribble	\$ 27.75 per hour
Alexander Pastrick	\$ 26.95 per hour
Adam Girardi	\$ 24.65 per hour

AND BE IT FURTHER RESOLVED, that the Deputy Highway Superintendent shall receive Twenty-five cents (\$.25) per hour above his regular rate.

CARRIED: AYES: ALL
 NAYS

**RESOLUTION 24-33
RESOLUTION AUTHORIZING HIGHWAY SUPERINTENDENT TO PROCEED WITH
SPECIAL IMPROVEMENTS FOR 2024**

RESOLVED, that pursuant to Highway Law 284, the Town Board of the Town of Catlin does hereby authorize the Highway Superintendent to proceed with Special Improvements in the amount not to exceed One Hundred Sixty-Five Thousand Five Hundred Dollars (\$165,000.00) to be completed in 2024.

CARRIED: AYES: ALL
 NAYS:

**RESOLUTION 24-34
RESOLUTION AUTHORIZING CONSOLIDATED HIGHWAY IMPROVEMENT PROGRAM
(CHIPS) PROJECT FOR 2024**

RESOLVED, that the Highway Superintendent is authorized to expend the sum of One-hundred Seventy-eight Thousand Four-hundred Forty-two Dollars (\$178,442.00) in 2024 under the Consolidated Highway Improvement Program (CHIPS) for Capital Improvements

CARRIED: AYES: ALL
 NAYS:

**RESOLUTION 24-35
SUPERVISOR AUTHORIZED TO PLACE ADS FOR BIDS & PERSONNEL**

RESOLVED, the Town Board authorizes the Town Supervisor to place advertisements for **'Bids'** and any **'Open Positions'** as needed.

CARRIED: AYES: ALL
 NAYS:

**RESOLUTION 24-36
BUDGET MODIFICATION**

RESOLVED, the Town Board grants permission to the Town Bookkeeper to perform necessary Budget Modifications at the end of the year to complete AFR. Budget Modification must be approved by the Supervisor and submitted to Town Board at next meeting.

CARRIED: AYES: ALL
 NAYS:

**RESOLUTION 24-37
ASSESSOR SHARED SERVICE**

RESOLVED, the Town Board authorizes the Town Supervisor to enter into contract with Town of Corning for shared service of the 'Assessor' in the amount of \$15,024; payable in monthly installments of \$1,252.00 January 1, 2024, through December 31, 2024.

CARRIED: AYES: ALL
 NAYS:

Motion was made by Collier; 2nd by Koval to accept Resolutions 24-01 through 24-37 as submitted.

CARRIED: AYES: ALL
 NAYS:

Town Clerk

Town Supervisor

Councilmember

Councilmember

Councilmember

Councilmember

Town of Catlin
Regular Board Meeting Minutes
January 11, 2024

Pledge of Allegiance and Moment of Silence

This meeting convened directly after the Organizational Meeting.

Minutes:

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

CARRIED: ALL

Correspondence:

- Spectrum – received a letter from Spectrum stating that they will raise the prices of all plans about \$5/ month beginning on January 30, 2024.

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

CARRIED: ALL

Departmental Reports:

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

- Supervisor shared that the roller has been paid off through USDA.
- Code Enforcement Officer submitted list of building permit data, fee report and code violations. Building permits increased town assessment by \$2,725,000.00 in 2023.

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

CARRIED: ALL

Abstracts:

Motion for **Resolution 24-38** was made by Phelps; 2nd by Collier approving January 11, 2024, Abstract #13 vouchers for payment: General vouchers 263-276: \$12,125.58; Highway vouchers 175-184: \$21,074.39; BV Light District vouchers 26-27: \$356.40; BV Water District vouchers 78-80: \$143.84; for a total of \$33,700.21. AND Abstract #1 vouchers for payment: General vouchers 1-11: \$32,750.61; Highway vouchers 1-3: \$25,683.07; Fire Protection District #3 voucher 1: \$14,553.00; BV Water District vouchers 1-3: \$1,199.47; for a total of \$74,186.15.

CARRIED: ALL

Beaver Valley Water District:

- There is a W2O Class coming up.
- Tom Harkabus will be taking a water certification class. General discussion ensued on the possibility of anyone else taking the class.

Old Business:

- The town roller has been paid off. The town just has one truck payment now and a new truck has been ordered.

New Business:

- Highway Building Maintenance – Siding blew off the side of office and several rooms need painting. The Maintenance repair account will be used, and Tom Harkabus will do the work.
- Computer Upgrade – Bill Collier received a quote from SCT for essential equipment. A firewall is needed for protection and changing from gmail to godaddy emails will improve security. General discussion ensued on the degree to which the town should make changes.
- Refrigerator & Microwave replacement at the highway garage – both damaged during a recent storm.

Hearing of the Public:

Opened: 7:37pm

No one spoke.

Closed: 7:37pm

LaWanna Morse from Chemung County Legislature spoke about Emergency Management issues the county is having.

Audit of Town Clerk, Tax Collection, Beaver Valley Water District and Justice Court records is scheduled for January 18, 2024.

Motion was made by Phelps; 2nd by Collier adjourning the meeting at 7:39pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 24-38

January 11, 2024

By: LaVerne Phelps

2nd by: William Collier

ABSTRACTS

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted January 11, 2024, Abstract #13 vouchers for payment: General vouchers 263-276: \$12,125.58; Highway vouchers 175-184: \$21,074.39; BV Light District vouchers 26-27: \$356.40; BV Water District vouchers 78-80: \$143.84; for a total of \$33,700.21. AND Abstract #1 vouchers for payment: General vouchers 1-11: \$32,750.61; Highway vouchers 1-3: \$25,683.07; Fire Protection District #3 voucher 1: \$14,553.00; BV Water District vouchers 1-3: \$1,199.47; for a total of \$74,186.15.

CARRIED: ALL

Town of Catlin
Regular Board Meeting Minutes
February 8, 2024

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 Collier; 2nd by Christiansen accepting Town Clerk's minutes for January 11, 2024 into records as submitted.

CARRIED: ALL

Correspondence:

- Beaver Dams Fire District will be holding its annual banquet. Supervisor Phelps plans to attend.
- Tompkins Corners Volunteer Fire Company Chief's Report submitted. Fire Chief Alex Pastrick spoke about a new truck coming and about the 2004 truck that has been sold.
- Received quote from Eagle Associates for repairing the fabric roof covering on the salt storage shed and to build up the padding on the corners so there is less stress on them.

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

CARRIED: ALL

Departmental Reports:

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

- The supervisor has been working on ways to repair the salt storage shed and working with Code Officer on vacant and deteriorating properties.

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

CARRIED: ALL

Abstracts:

Motion for **Resolution 24-39** was made by Phelps; 2nd by Collier approving February 8, 2024, Abstract #2 vouchers for payment: General vouchers 12-34: \$15,721.97; Highway vouchers 4-14: \$91,375.49; BV Light District voucher 1: \$313.41; BV Water District vouchers 4-10: \$2,161.86; Fire Protection District 1 voucher 2: \$105,955.00; Fire Protection District 3 voucher 3: \$105,802.00 for a total of \$321,329.73.

CARRIED: ALL

Beaver Valley Water District:

- Quarterly Meter Reading took place in January. Several occupants questioned their high bill. Supervisor Phelps checked on 6 homes and 4 of them had leaks of some sort. Up to the occupant to determine where the leak is coming from.

Old Business:

- Highway Garage Building Maintenance – refrigerator and microwave have been replaced. The sink needs to be replaced.
- Computer Upgrade – CPE can do more than other companies, uses Office 365, more capabilities, better support.
- Vacant Buildings – vacant Brooks house on 414 with boat, needs asbestos testing, several vacant trailers on Kimble Rd need to be removed.

New Business:

- Resolution 24-28 needs to be amended. Building Maintenance will go from \$15.00/hour to \$17.50/hour.
- Annual Audit done on Town Clerk, Tax Collection, Beaver Valley Water District and Town Justice.
- Eagle Associates – Salt Storage Shed should still be under warranty. General discussion ensued on patching the roof versus replacement.

Hearing of the Public:

Opened: 8:02pm

No one spoke.

Closed: 8:02pm

Resolutions:

Motion for **Resolution 23-40** was made by Phelps; 2nd by Moshier amending Resolution 24-28 for Building Maintenance to be paid \$17.50 per hour.

CARRIED: ALL

Motion for **Resolution 23-41** was made by Phelps; 2nd by Christiansen accepting the finding of the 2023 Audit for Town Clerk, Tax Collector, Beaver Valley Water District and Justice Department.

CARRIED: ALL

Motion was made by Phelps; 2nd by Koval adjourning the meeting at 8:04pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 23-39

February 8, 2024

By: LaVerne Phelps

2nd by: William Collier

ABSTRACTS

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted February 8, 2024 Abstract #2 vouchers for payment: General vouchers 12-34: \$15,721.97; Highway vouchers 4-14: \$91,375.49; BV Light District voucher 1: \$313.41; BV Water District vouchers 4-10: \$2,161.86; Fire Protection District 1 voucher 2: \$105,955.00; Fire Protection District 3 voucher 3: \$105,802.00 for a total of \$321,329.73.

CARRIED: ALL

RESOLUTION 23-40

February 8, 2024

By: LaVerne Phelps

2nd by: Ron Mosher

**AMENDING RESOLUTION 24-28
BUILDING MAINTENANCE HOURLY PAY**

WHEREAS, Organizational Resolution 24-28 states that Building Maintenance is to be conducted at \$15.00 per hour, and

WHEREAS, the town has hired a person to do routine maintenance and upkeep at both the town hall and highway garage, and

WHEREAS, the town board has decided that the pay should be \$17.50 per hour, therefor be it

RESOLVED, the Town Board of the Town of Catlin has amended Resolution 24-28 for Building Maintenance to be paid \$17.50 per hour.

CARRIED: ALL

RESOLUTION 23-41

February 8, 2024

By: LaVerne Phelps

2nd by: Craig Christiansen

AUDIT OF 2023 TOWN FINANCIAL RECORDS

WHEREAS, the audit of the financial records for the following was completed by Deputy Supervisor, William Collier:

Town Clerk, Tax Collector, Beaver Valley Water District and Justice Department. And,

WHEREAS, the audit consisted of bank records; deposits were being done in a timely manner; distributions of funds were being done in a timely manner and petty cash was correct; and

WHEREAS, the audit conducted did not find any inconsistencies or any fault with said records, except in that the Beaver Valley Water District needs to include bank statements in their records, therefor be it,

RESOLVED, the Town Board of the Town of Catlin hereby accepts the finding of the 2023 Audit for Town Clerk, Tax Collector, Beaver Valley Water District and Justice Department.

CARRIED: ALL

Town of Catlin
Regular Board Meeting Minutes
March 14, 2024

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 Collier; 2nd by Christiansen accepting Town Clerk's minutes for February 8, 2024 into records as submitted.

CARRIED: ALL

Correspondence:

- NYSDOT Shared Services agreement
- Valley Wholesale Bait and Tackle Minnow Proposal
- Tompkins Corners Volunteer Fire Co. 2023 Financial Report

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

CARRIED: ALL

Departmental Reports:

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

- Highway Superintendent – submitted list of roads needing repaired.
- Supervisor – Eagle Associates quote for salt storage shed, trying to organize cemetery volunteers for spring cleanup in several town cemeteries, update on the Rappleeye property at 1435 Chambers Rd.
- Town Clerk – spoke on dog enumeration, currently has had 62 new dogs licensed.
- Ron Moshier asked about the Brooks property on St. Rte. 414. Supervisor Phelps gave an update.

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 24-42** was made by Phelps; 2nd by Collier approving March 14, 2024, Abstract #3 vouchers for payment: General vouchers 35-57: \$10,394.74; Highway vouchers 15-30: \$21,697.11; BV Light District voucher 2-3: \$380.24; BV Water District vouchers 11-17: \$2,395.43; for a total of \$34,867.52.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Beaver Valley Water District:

- Dennis Ross is planning to take the Operator Class to become a certified operator.

Old Business:

- Computer Upgrade – the town has received two quotes. General discussion about the benefits and services provided in each of the two quotes that were for the first year of service.
 - SCT - \$17,010.41
 - CPE - \$17,544.01
- Eagle Associates Quote for salt storage shed. They will have two people for one day for \$3,358.00 to repair the corners of the roof that are torn.
- Rappleye Property at 1435 Chambers Rd. has been offered to the town at \$81,000.00 for 5 acres and the buildings on the property.

New Business:

- Cemetery Cleanup – Mickilla Neal and Greg Bullock have created a list of work that needs to be done in several town cemeteries. Supervisor Phelps wrote a letter to ask individuals and organizations to help with this clean up.
- Restocking Pond – received quote from Valley Wholesale Bait and Tackle to put minnows in the pond.
- NYSDOT Shared Services Agreement – we have had the shared agreement for years and have not used it. Would like to renew for 4 years.

Hearing of the Public:

Opened: 7:40pm

No one spoke.

Closed: 7:40pm

Resolutions:

Motion for **Resolution 23-43** was made by Collier; 2nd by Moshier authorizing Supervisor Phelps to enter into agreement with CPE IT Solutions, Inc., not to exceed \$17,544.01.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 23-44** was made by Moshier; 2nd by Christiansen authorizing Supervisor Phelps to enter into agreement with Eagle Associates of Cazenovia, LLC, not to exceed \$3,400.00.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 23-45** was made by Phelps; 2nd by Collier authorizing Supervisor Phelps to purchase minnows from Valley Wholesale Bait and Tackle, not to exceed \$350.00.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 23-46** was made by Phelps; 2nd by Moshier authorizing Supervisor Phelps to enter into a Shared Services Agreement with NYSDOT Region 6 for 4 years.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

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.

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

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

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion was made by Collier; 2nd by Christiansen that the Town of Catlin purchase 1435 Chambers Rd for \$81,000.00.

FAILED

AYES: Koval, Christiansen

NOES: Moshier, Collier, Phelps

Motion was made by Phelps; 2nd by Collier adjourning the meeting at 8:38pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 24-42

March 14, 2024

By: LaVerne Phelps

2nd by: William Collier

ABSTRACTS

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted March 14, 2024, Abstract #3 vouchers for payment: General vouchers 35-57: \$10,394.74; Highway vouchers 15-30: \$21,697.11; BV Light District voucher 2-3: \$380.24; BV Water District vouchers 11-17: \$2,395.43; for a total of \$34,867.52.

CARRIED: ALL

RESOLUTION 24-43

March 14, 2024

By: William Collier

2nd by: Ron Moshier

COMPUTER UPGRADES

WHEREAS, the Town of Catlin is in need of improving computer equipment and cyber security, and

WHEREAS, the Town of Catlin has received two quotes from different companies for hardware and security upgrades, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Supervisor Phelps to enter into agreement with CPE IT Solutions, Inc., not to exceed \$17,544.01.

CARRIED: ALL

RESOLUTION 24-44

March 14, 2024

By: Ron Moshier

2nd by: Craig Christiansen

SALT STORAGE SHED ROOF REPAIR

WHEREAS, the Town of Catlin Salt Storage Shed has had damage to the roof due to wind and weather, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Supervisor Phelps to enter into agreement with Eagle Associates of Cazenovia, LLC, not to exceed \$3,400.00.

CARRIED: ALL

RESOLUTION 24-45

March 14, 2024

By: LaVerne Phelps

2nd by: William Collier

RESTOCKING POND

WHEREAS, the Town of Catlin pond near the highway garage was emptied and cleaned out in 2023, and

WHEREAS, the pond is now in need of fish, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Supervisor Phelps to purchase minnows from Valley Wholesale Bait and Tackle, not to exceed \$350.00.

CARRIED: ALL

RESOLUTION 24-45

March 14, 2024

By: LaVerne Phelps

2nd by: Ron Moshier

NYSDOT SHARED SERVICES AGREEMENT

WHEREAS, Pursuant to Section 99-r of the General Municipal Law, the State and the Municipality wish to share services, exchange or lend materials or equipment which shall promote and assist the maintenance of State and Municipal roads and highways and provide a cost savings by maximizing the effective utilization of both parties' resources; therefore, be it,

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Supervisor Phelps to enter into a Shared Services Agreement with NYSDOT Region 6 for 4 years.

CARRIED: ALL

Town of Catlin
Regular Board Meeting Minutes
April 11, 2024

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 Collier; 2nd by Christiansen accepting Town Clerk's minutes for March 14, 2024, into records as submitted.

CARRIED: ALL

Correspondence:

- The Town of Catlin received a safety bonus from NYMIR Comp Alliance in the amount of \$738.00.
- Beaver Dams Fire Company – Fire Chief's Report, 47 calls in the Town of Catlin.

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

CARRIED: ALL

Departmental Reports:

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

- Supervisor – discussions on cemetery cleanup, emergency management and clean energy.
- Assessor – will have property roll done by May 1st, 2024.
- Town Clerk – dog enumeration going well, 87 new dog licenses.

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

CARRIED: ALL

Budget Modification:

Motion for **Resolution 24-47** was made by Phelps; 2nd by Collier approving modification to the 2024 budget.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Abstracts:

Motion for **Resolution 24-48** was made by Phelps; 2nd by Collier approving April 11, 2024, Abstract #4 vouchers for payment: General vouchers 58-75: \$10,741.09; Highway vouchers 31-49: \$41,336.64; BV Light District voucher 4-5: \$322.58; BV Water District vouchers 18-26: \$2,411.47; for a total of \$54,811.78.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Beaver Valley Water District:

- April 11th, 2024, Water Meter Reading
- April 12th, 2024, Water System Flushing
- Computer System Upgrades included with the Town Computer Upgrades

Old Business:

- Computer Upgrades – 50% was paid on April 11th, 2024. Cost separated between General and Beaver Valley Water. Highway Computer upgrades are included in General. Not going to do double authentication at this point, yet.
- Clean Energy Update – Ron Moshier spoke. We may possibly be receiving a \$10,000.00 grant for energy improvements at the Highway Garage, office building section. We have been approved to receive a free energy audit. NYSEDA will do the audit and will decide how to spend money. Possibly windows and siding? General discussion ensued.

New Business:

- Cemetery Clean Up – meeting with Mickilla Neal and Greg Bullock. May 4th and May 11th will be workdays at Post Creek Cemetery, possibly Savory Cemetery. Grace Lee Wesleyan Church and Beaver Dams Fire Company will be providing volunteers to do trimming of trees and bushes. Will use town's chipper. Tree stumps may be dead enough to be cut out with chainsaw. South School Cemetery has some stones tipped and will need an excavator, also a few stones at Johnson Hollow Cemetery are tipped.
- Donny Boom's contract needs to be adjusted to add Savory Cemetery at \$300 per year. Also, need to add the cost of liability insurance that he is carrying for himself at \$748.17 per year. General discussion on future seasonal employment.

Hearing of the Public:

Opened: 7:28pm

- Attorney John Mustico spoke and shared that representatives of the Office for the Aging are going to speak and take questions at the Horseheads Town Hall on April 24th at 6:00pm.

Closed: 7:29pm

Resolutions:

Motion for **Resolution 24-49** was made by Collier; 2nd by Koval authorizing Supervisor Phelps to sign updated 2024 Cemetery Contract with Donald Boom, not to exceed \$4533.17.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion was made by Phelps; 2nd by Moshier adjourning the meeting at 7:41pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 24-47

April 11, 2024

By: LaVerne Phelps

2nd by: William Collier

2024 BUDGET MODIFICATION

RESOLVED, the Town Board of the Town of Catlin hereby approves the submitted 2024 Budget Modification as follows: From Fund Balance (599) decrease \$12,388.58, from \$153,368.04 to \$141,029.46; increase building maintenance (A1620.11) \$500, from \$500 to \$1000; increase cemetery mowing (A8810.41) \$1,048, from \$3,800 to \$4,848; increase computer equipment upgrade (A1680.2) \$9,545.22, from \$250 to \$9,795.22; increase computer software upgrade (A1680.4) \$1,245.36, from \$0 to \$1,245.36.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-48

April 11, 2024

By: LaVerne Phelps

2nd by: William Collier

ABSTRACTS

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted April 11, 2024, Abstract #4 vouchers for payment: General vouchers 58-75: \$10,741.09; Highway vouchers 31-49: \$41,336.64; BV Light District voucher 4-5: \$322.58; BV Water District vouchers 18-26: \$2,411.47; for a total of \$54,811.78.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-49

April 11, 2024

By: William Collier

2nd by: Mike Koval

2024 CEMETERY MAINTENANCE CONTRACT

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Supervisor Phelps to sign updated 2024 Cemetery Contract with Donald Boom, not to exceed \$4533.17.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Town of Catlin
Special Board Meeting Minutes
April 25, 2024

Meeting called to order at 10:00am by Supervisor LaVerne Phelps.

ROLLCALL: BM: Ron Moshier, William Collier, Supervisor LaVerne Phelps, Attorney John Mustico

Motion made by Collier; 2nd by Moshier to excuse Mike Koval and Craig Christiansen.

CARRIED

AYES: Moshier, Collier, Phelps

NOES: None

Executive Session:

Motion made by Phelps; 2nd by Collier to go into Executive Session and include the Town Clerk and Highway Superintendent to discuss vacant property located at 1435 Chambers Road, Beaver Dams, NY 14812.

CARRIED

AYES: Moshier, Collier, Phelps

NOES: None

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

CARRIED

AYES: Moshier, Collier, Phelps

NOES: None

Resolutions:

Motion for **Resolution 24-50** was made by Collier; 2nd by Moshier authorizing Supervisor Phelps to enter into negotiations with Smart Focus Realty for the purchase of the property located at 1435 Chambers Road, Beaver Dams, NY 14812 with a starting bid of \$50,000.00.

CARRIED

AYES: Moshier, Collier, Phelps

NOES: None

Motion made by Collier; 2nd by Moshier adjourning the meeting at 10:42am.

CARRIED

AYES: Moshier, Collier, Phelps

NOES: None

Respectfully submitted,

Yvonne M. Cutler

RESOLUTION 24-50

April 25, 2024

By: William Collier

2nd by: Ron Moshier

PURCHASE NEGOTIATION OF 1435 CHAMBERS RD

WHEREAS, the property at 1435 Chambers Road, Beaver Dams, NY 14812 was offered to the Town of Catlin for \$81,000.00, and

WHEREAS, a motion was made at the March 14, 2024 regular town board meeting that the Town of Catlin purchase 1435 Chambers Road for \$81,000.00, and

WHEREAS, that motion failed, and

WHEREAS, the property at 1435 Chambers Road has been listed with a realtor and the asking price is \$60,000.00, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Supervisor Phelps to enter into negotiations with Smart Focus Realty for the purchase of the property located at 1435 Chambers Road, Beaver Dams, NY 14812 with a starting bid of \$50,000.00.

CARRIED

AYES: Moshier, Collier, Phelps

NOES: None

Town of Catlin
Regular Board Meeting Minutes
May 9, 2024

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 Collier; 2nd by Christiansen accepting Town Clerk's minutes for April 11, 2024 and April 25, 2024, into records as submitted.

CARRIED: ALL

Correspondence:

- NYMIR coming on May 14 to do a building assessment, anything over \$100,000.00 will have a reassessment done.
- Tompkins Corners Fire Company sent a letter about proposed OSHA Emergency Response Standards.
- Elmira City Animal Control Contract for 2024-2025.

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

CARRIED: ALL

Departmental Reports:

Reports submitted by Highway Superintendent, Supervisor, Town Clerk, Code Enforcement Officer, Assessor, and Sheriff.

- Highway Superintendent – 2024 road report breakdown, letter from State DOT for CHIPS, and bids for repaving Murphy Hill Rd.
- Supervisor – met with Chemung County Soil and Water - Future Planning, Grace Lee Wesleyan Church worked in Post Creek Cemetery, time on possible land purchase.
- Assessor – Roll filed, Grievance Day set for June 3rd from 4-8pm.

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 24-51** was made by Phelps; 2nd by Collier approving modification to the 2024 budget, submitted by Highway Superintendent Doan.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-52** was made by Collier; 2nd by Christiansen approving modification to the 2024 budget, submitted by Supervisor Phelps.

CARRIED

~~AYES: Koval, Moshier, Collier, Christiansen~~

~~NOES: None~~

Rescinded June 13, 2024

Abstracts:

Motion for **Resolution 24-53** was made by Phelps; 2nd by Collier approving May 9, 2024, Abstract #5 vouchers for payment: General vouchers 76-96: \$7,711.25; Highway vouchers 50-59: \$12,255.94; BV Light District voucher 6: \$268.43; BV Water District vouchers 27-33: \$1,278.68; Fire Protection District #2 vouchers 4-5: \$20,750.00 for a total of \$42,264.30.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Beaver Valley Water District:

- Dennis Ross completed school to get his water certification. He met with Chemung County Health Department to fill out his application for certification. When that comes back, he will be a certified operator.

Old Business:

- Computer Upgrade – Bill Collier spoke. Bill met with CPE on May 7th, they are in the process of finalizing the data transfers. Would like to train everyone in one day. Email addresses will change to @townofcatlin.com.
- Clean Energy – Ron Moshier spoke. NYSERDA has a phone call with Supervisor Phelps on May 21 to do the energy study on the highway garage. We can submit application for the grant before the energy study is done.
- Cemetery Clean Up – Grace Lee youth group worked in Post Creek Cemetery on May 4th. Beaver Dams Fire Co. was scheduled to work May 11th but may cancel due to weather and other issues.

New Business:

- Annual Road Repair and Paving – Highway Superintendent received three bids to repave Murphy Hill Rd.
 - Elmira Road Materials, LLC - \$151,869.35
 - Spencer Paving, Inc - \$235,946.46
 - Dalrymple Contracting Co, Inc - \$164,014.50
- Purchase of Property at 1435 Chambers Road, Beaver Dams, NY – Town bid of \$57,500.00 was accepted. The sellers are requesting the town pay the 7% realtor commission of \$4,025.00 as well as abstract preparation, tax clearance, and deed fees. Attorney Mustico rewrote a purchase offer excluding the realtor commission. General discussion about the town's history with this property and what town is willing to pay.
- TCFC Chief, Alex Pastrick spoke about proposed OSHA regulations that would negatively impact local fire departments. Would like the town to support the CNYFA resolution that opposes the OSHA Emergency Response Standard. General discussion ensued on the varying ways that the proposed OSHA regulations would hinder local volunteer fire departments.
- Elmira City Animal Control Contract – same as last year.

Hearing of the Public:

Opened: 8:06pm

No one spoke.

Closed: 8:06pm

Resolutions:

Motion for **Resolution 24-54** was made by Collier; 2nd by Koval authorizing Supervisor Phelps to sign a purchase offer for \$57,500.00 with amendments to the agreement that we will not pay realtor commission.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-55** was made by Collier; 2nd by Koval accepting Elmira Road Material's bid for \$151,869.35 for paving Murphy Hill Rd.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Town of Catlin, Regular Board Meeting, May 9, 2024

Motion for **Resolution 24-56** was made by Collier; 2nd by Koval authorizing Supervisor Phelps to sign an Inter-Municipal Agreement between the City of Elmira and the Town of Catlin for Animal Control Services as needed at the cost of \$9,600.00 annually to be paid to the City of Elmira in monthly installments of \$800.00 commencing May 1, 2024, and expiring on April 30, 2025.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-57** was made by Collier; 2nd by Moshier supporting the Central New York Firefighters Association's resolution from April 13, 2024, on the OSHA Emergency Response Standard published on February 5, 2024. And furthermore directs the Town Clerk to forward this resolution to appropriate local, state and federal officials, as well as the three local fire departments.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion was made by Collier; 2nd by Koval adjourning the meeting at 8:21pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

Town of Catlin
Regular Board Meeting Minutes
June 13, 2024

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 proposed 2024 budget amendment, which includes money for the purchase of land by the Town of Catlin.

No one spoke.

Motion made by Phelps; 2nd by Collier adjourning the public hearing on the proposed 2024 budget amendment.

CARRIED: ALL

Minutes:

Supervisor Phelps asked to amend May 9, 2024, minutes by rescinding Resolution 24-52 from the record.

Motion made by Collier; 2nd by Koval accepting Town Clerk's minutes for May 9, 2024, into records as amended.

CARRIED: ALL

Correspondence:

- BC/BS has proposed a 17.49% increase to health insurance rates. General discussion ensued about those costs and the highway employees who use the insurance.
- Chemung County Planning Board sent agreement renewal.
- Supervisor Phelps received a petition signed by town residents to open town roads to ATV/UTV use.
- Jason Voorhees submitted a request to put an event venue on his property at the corner of Post Creek and Hibbard Roads.

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

CARRIED: ALL

Departmental Reports:

Reports submitted by Highway Superintendent, Supervisor, Town Clerk, Code Enforcement Officer, Assessor, and Sheriff.

- Supervisor –
 - NYMIR insurance representative came to look over buildings.
 - Soil and Water – attending meeting for all town supervisors on June 20th. Meeting is to discuss proposed increases.
 - met with Code on various projects.
 - COVID Relief funds report filed for 2024.
 - Smith Rd – Family on Smith Rd. contacted Senator O’Mara’s office to complain about lack of maintenance to Smith Rd. General discussion on history of road and possible abandonment of the road. Does the road meet the standards of a town road? Smith Road has one house, .22 miles of road, oil and stoned in 2015. Further research is needed on the history of whether it is a town road or private road. Highway Superintendent Doan has spoken with the AOT attorney for guidance, and they stated that the town could do what their attorney is comfortable with. If we file to abandon the road, the family on the road has a year to appeal in Supreme Court. The process could be expensive to both the town and the Smith Family.⁶
- Town Clerk –
 - Update on Dog Enumeration – almost 140 new dogs licensed since start of enumeration.
- Code –
 - Sent letters to Caroline and Nathan Hake’s properties on Kimble Road. Trailers are supposed to be moved off property by August of 2024.
- Assessor –
 - Grievance Day was held Jun. 3rd, 2024 – Two residents were heard.

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

CARRIED: ALL

Budget Modification:

Motion for **Resolution 24-58** was made by Phelps; 2nd by Collier rescinding Resolution 24-52 for the submitted 2024 Budget Modification submitted by Town Supervisor, LaVerne Phelps as follows: 599 (FUND BALANCE) increases \$65,000.00 from \$89,350.08 to \$154,350.08; A1940.2 (LAND PURCHASE) increases \$65,000.00 from \$0.00 to \$65,000.00.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-59** was made by Phelps; 2nd by Collier approving modifications to the 2024 budget, submitted by Supervisor Phelps as follows: 599 (FUND BALANCE) increases \$65,000.00 from \$89,350.08 to \$154,350.08; A1940.2 (LAND PURCHASE) increases \$65,000.00 from \$0.00 to \$65,000.00.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Abstracts:

Motion for **Resolution 24-60** was made by Phelps; 2nd by Moshier approving June 13, 2024, Abstract #6 vouchers for payment: General vouchers 93-122: \$13,476.17; Highway vouchers 60-73: \$23,001.50; BV Light District voucher 7-9: \$368.69; and BV Water District vouchers 34-41: \$1,420.30; for a total of \$38,266.66.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Beaver Valley Water District:

- Hydrants will be flushed on June 14, 2024.
- Chemung County will be replacing a culvert under Chambers Rd in the BVWD. Supervisor Phelps met with Ken Fields, Town of Corning Water Supervisor and Chris Cox, Chemung County Highway Department to discuss depth of culvert and not disrupting current Beaver Valley water lines. The county may have to go as deep as six feet. This will be very close to the water main. Mr. Fields and Mr. Cox will work together on this. Some concerns on the fragility of the asbestos pipes.

Old Business:

- Clean Energy – Ron Moshier spoke. Had a zoom call with NYSERDA and the clean energy community contact on May 21st. Matt from LS Energy came today (June 13, 2024) to look at Highway Garage along with Supervisor Phelps, Highway Superintendent Doan and Town

Board Member Moshier. Matt had a handful of suggestions, and all the others offered their suggestions. Matt is going to summarize all and then it will be sent to Mike, who is the Clean Energy person from Cornell. Matt agreed with windows and siding, which was the original goal. Mike, the clean energy man from Cornell has been hard to get a hold of. There is urgency, as the deadline to submit is July 17th.

- City of Elmira Animal Control Contract resolution – need to amend resolution 24-56. Monthly costs increased by \$16, resolution 24-56 was for the same amount as last year.
- Purchase of 1435 Chambers Road – owners petitioning court to sell. We are waiting on documents from seller's attorney.
- CPE IT Solutions – all computers are in. The scanning is not working from the Konica to new computers. Konica Minolta printer may need to be updated, it's twelve years old.

New Business:

- Standard Workday and Reporting resolution needs to be done for the year.
- ATV/UTV's on Town Roads - Petition received from residents. Supervisor Phelps suggests that we give a representative time to talk to the town board at the next meeting to present their interest. Need to see laws and regulations from other towns, if we want to go forward. Could be an expense to town, need to mark roads. The town only has authority over town roads, no county or state roads. General discussion ensued. Supervisor Phelps will reach out to the representatives to have them submit information before next meeting and be present at July board meeting.
- Event Venue – Jason Voorhees has requested to build an event venue for weddings and other events. Mr. Voorhees spoke about his plans. Board members asked questions about location, noise, traffic and zoning. Board members asked to see a sight plan. Attorney Mustico explained the current AR zoning and how that would need to be changed to NB zoning. Plan would need to go to the planning board. Mr. Voorhees was asked to prepare a plan and was invited to the next board meeting to speak about that. Mr. Voorhees needs to bring a definition of venue and suggestions on how to formulate the zone, look at other towns' zoning. Board member's questioned being able to change zoning. The Town Board would take recommendations from the Planning Board, then the town would hold a public hearing and then the board would vote. At this point, Mr. Voorhees is asking the town to change the zoning ordinance, which goes through the Planning Board.

Hearing of the Public:

Opened: 8:09 pm

- Sherri Koval of Catlin Hill spoke and asked about the event venue going to the planning board. Does the ATV petition will go to the planning board, as well? Attorney Mustico responded that the ATV's on town roads is a police power, not a zoning issue, so no.
- Alex Pastrick, Chief of TCFD thanked the board for making a resolution at the May board meeting in support of the CNYFA resolution opposing the proposed OSHA Emergency Response Standard and sending a letter to local officials. He has received several calls regarding it. The issue is starting to make news. Wanted to verbally invite the board to the TC Fire company banquet next month.

Closed: 8:11 pm

Resolutions:

Motion for **Resolution 24-61** was made by Phelps; 2nd by Collier authorizing Supervisor LaVerne Phelps to sign an Inter-Municipal Agreement between the City of Elmira and the Town of Catlin for Animal Control Services as needed at the cost of \$9,792.00 annually to be paid to the City of Elmira in monthly installments of \$816.00 commencing May 1, 2024, and expiring on April 30, 2025.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-62** was made by Moshier; 2nd by Collier establishing standard workdays for elected and appointed officials and directing the town clerk to 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

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion was made by Phelps; 2nd by Koval adjourning the meeting at 8:15 pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 24-58

June 13, 2024

By: LaVerne Phelps

2nd by: William Collier

BUDGET MODIFICATION RESCINDED – LAND PURCHASE

WHEREAS, The Town Board of the Town of Catlin approved Resolution 24-52 “**BUDGET MODIFICATION – LAND PURCHASE**” on May 9, 2024, and

WHEREAS, The Town Board decided to hold a public hearing about said Budget Modification on June 13, 2024, therefore be it,

RESOLVED, the Town Board of the Town of Catlin hereby rescinds Resolution 24-52 for the submitted 2024 Budget Modification submitted by Town Supervisor, LaVerne Phelps as follows: 599 (FUND BALANCE) increases \$65,000.00 from \$89,350.08 to \$154,350.08; A1940.2 (LAND PURCHASE) increases \$65,000.00 from \$0.00 to \$65,000.00.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-59

June 13, 2024

By: Laverne Phelps

2nd by: William Collier

BUDGET MODIFICATION – LAND PURCHASE

RESOLVED, the Town Board of the Town of Catlin hereby approves the submitted 2024 Budget Modification submitted by Town Supervisor, LaVerne Phelps as follows: 599 (FUND BALANCE) increases \$65,000.00 from \$89,350.08 to \$154,350.08; A1940.2 (LAND PURCHASE) increases \$65,000.00 from \$0.00 to \$65,000.00.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-60

June 13, 2024

By: LaVerne Phelps

2nd by: Ron Moshier

ABSTRACTS

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted June 13, 2024, Abstract #6 vouchers for payment: General vouchers 93-122: \$13,476.17; Highway vouchers 60-73: \$23,001.50; BV Light District voucher 7-9: \$368.69; and BV Water District vouchers 34-41: \$1,420.30; for a total of \$38,266.66.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-61

June 13, 2024

By: Laverne Phelps

2nd by: William Collier

ELMIRA ANIMAL CONTROL – AMENDING RESOLUTION 24-56

WHEREAS, the Town of Catlin entered into an Inter-Municipal Agreement with the City of Elmira for Animal Control Services which expired April 30, 2024, and

WHEREAS, the Town Board of the Town of Catlin passed resolution 24-56 on May 9, 2024 which authorized Supervisor Phelps to enter into agreement with the City of Elmira for \$800 per monthly installment, and

WHEREAS, the contract stated that the monthly installment was for \$816.00, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Supervisor LaVerne Phelps to sign an Inter-Municipal Agreement between the City of Elmira and the Town of Catlin for Animal Control Services as needed at the cost of \$9,792.00 annually to be paid to the City of Elmira in monthly installments of \$816.00 commencing May 1, 2024, and expiring on April 30, 2025.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-62

June 13, 2024

By: Ron Moshier

2nd by: William Collier

Standard Workday 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	01/01/2024-12/31/2027	N	23.6
Board Member	William Collier	9711	41127861	6	01/01/2024-12/31/2027	N	3.07
Appointed Officials							
Book Keeper	Brian McIlroy	3272	43470400	6	01/01/2024-12/31/2024	N	4.18

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Town of Catlin
Regular Board Meeting Minutes
July 11, 2024

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 Collier; 2nd by Christiansen accepting Town Clerk's minutes for June 13, 2024, into records as submitted.

CARRIED: ALL

Correspondence:

- Chemung County Executive, Christopher Moss sent a letter stating the Sales Tax Allocation for the Town of Catlin will remain the same at 34.55% of the 3% sales tax collections, for the next two years.

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

CARRIED: ALL

ATV/UTV Petition Presentation -

- Adam Schouten of 28 Pine Valley Road spoke about the possibility of opening Town of Catlin town roads to ATV and UTV use. Reasoning included maintenance of their own property, hunting, accessing trails for recreational riding and helping friends and family with their properties. This could generate revenue for the town by the registering of vehicles. In NYS, it is currently legal to ride ATVs/UTVs in 16 townships. He received 100 signatures on a petition.

Wedding Venue Presentation –

- Jason Voorhees of 58 Sawdey Road spoke about the possibility of building a wedding/event venue on the corner of Post Creek Road and Hibbard Road. The area is currently zoned for agriculture (AR). Mr. Voorhees submitted a site plan and research he did on other towns that have permitted event venues. He stated that he is not interested in any outdoor concerts. His proposal included pictures of the building he would like to build and signage. He addressed concerns that were made last month about “noise”. He would follow town ordinances. He presented information on noise decibels and how noise dissipates at certain distances away from the source. He addressed the traffic concerns that were made last month, providing maps of how most people would travel from local hotels to the event venue. His research included what

other towns, such as Southport and Corning, were doing regarding event centers. He thinks that a site plan would be the best option for his situation. Attorney Mustico asked about where he would put his plan in the AR district? The only place Attorney Mustico sees that the Event Venue could be under is Restaurants, which are allowed in the AR district. General discussion ensued on whether the purpose of an event venue is the same as a restaurant or a church, etc. Mr. Voorhees asked, could our AR laws be amended to include event venues? A site plan is done by the Planning Board. Much discussion on the process that Mr. Voorhees needs to go through. Attorney Mustico stated that he needs to make an application for a site plan review to the Planning Board for a restaurant. The Planning Board would apply all the Town of Catlin's Zoning Laws and decide if it is allowed or not. The public has the right to be at the Planning Board meeting, but they are not allowed to speak without invitation from the Planning Board. The Town Board can present legislation if they feel the zoning laws should change, like having a moratorium on event venues until the Town Board can act. Attorney Mustico can draft a moratorium and the town would schedule a public hearing for September. If Mr. Voorhees gets approval before a moratorium, he will be able to proceed with his project. Mr. Voorhees plans to present his site plan and application to the Planning Board. The next Planning Board meeting is August 15th. Any arguments against whether the venue is a restaurant or not need to be made to the Planning Board.

Departmental Reports:

Reports submitted by Highway Superintendent, Supervisor, Town Clerk, Code Enforcement Officer, Assessor, and Sheriff.

- Town Supervisor – worked on various projects, planning board projects and code issues.

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 24-63** was made by Phelps; 2nd by Collier approving July 11, 2024, Abstract #7 vouchers for payment: General vouchers 123-140: \$6,469.10; Highway vouchers 74-86: \$42,490.31; BV Light District voucher 10: \$24.65; and BV Water District vouchers 42-48: \$1,409.76; for a total of \$50,393.82.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Beaver Valley Water District:

- Received quote to upgrade camera system, current system at the Pump House is 14 years old and does not work well. Supervisor Phelps would like to add one camera and the other cameras will be updated to color and take better images.

Old Business:

- Ron Moshier spoke –Our NYSERDA grant was submitted and approved for \$10,000.00.
- Chemung County Planning Board–have renewal contract to sign and submit.
- Petition for ATVs/UTVs on town roads. Signs would need to be posted to every entry into Catlin, if approved for all town roads. General discussion on cost of signs, obeying town laws and liability of town if injury occurs. This is not a zoning matter; it would be the town exercising police power. Attorney Mustico asked the Town Clerk to look for a Local Law about Prior Notice or Notification of Defects.
- Jason Voorhees is making an application to the Catlin Planning Board for his Wedding/Event Venue.
- Intersection of Catlin Hill Rd. and Chambers Rd. – The county has proposed changes to the intersection with cones and barrels. Most community members have not been in favor of the proposed changes. General discussion on the intersection.

New Business:

- Public Mass Gathering – Paul Chappias, Jr has submitted an application for his music event and met all requirements, pending stage inspection.
- Planning Board – need our planning board to review short-term rentals and accessory structures in our zoning laws. Short-term rentals are supposed to be registered with the county. Currently do not need a permit for less than 12x12 structures and our zoning laws are very vague.
- The current Konika Minolta Copier will not scan to our new computers and is 12 years old. Color Copier Purchase quotes:
 - Toshiba - \$3,797.00 plus copies billed monthly at approximately \$90/month.
 - Xerox - \$4,300.00 plus a yearly cost of \$92.40/year for up to 13,200 copies.

Last year we made just over 10,000 copies. General discussion on capabilities and time to install copiers.

Hearing of the Public: Opened: 8:27pm

- Sheri Koval of 57 Catlin Hill Rd spoke. She asked about ATVs going past their house and into the Town of Dix. Would this need to be approved by the Town of Dix? Per Attorney Mustico, no. If someone goes up Catlin Hill and into the Town of Dix, it would be their problem. She asked about ATVs being inspected and she has concern for the safety of riders. Adam Schouten answered that ATVs do not need to be inspected. However, owners work on their own machines.
- Alex Pastrick, Chief of Tompkins Corners Fire Company spoke. There has been no action on the OSHA proposal. This is still in limbo. This is a good thing. He will be at the next months meeting to present next year's budget.

Closed: 8:30pm

Resolutions:

Motion for **Resolution 24-64** was made by Collier; 2nd by Moshier authorizing Supervisor Phelps to enter into an agreement with Teledair to install a hard drive; 7, 4 mega pixel color cameras; and wall monitor at the Beaver Valley Water District Pump House for \$3,149.00 not to exceed \$3,500.00.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-65** was made by Collier; 2nd by Moshier rejecting the proposed changes made by Chemung County at the intersection of Catlin Hill Road and Chambers Road in the Town of Catlin.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

No action taken on ATV proposal

No action taken on Event Venue proposal.

Motion for **Resolution 24-66** was made by Phelps; 2nd by Collier granting Paul Chappius, Jr.'s request to hold a Public Mass Gathering on August 10, 2024, at 185 Pine Valley Road in the Town of Catlin, Chemung County as per guidelines provided.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Town of Catlin, Regular Board Meeting, July 11, 2024

Motion for **Resolution 24-67** was made by Collier; 2nd by Christiansen authorizing Supervisor Phelps to enter into an agreement with the Chemung County Planning Board on Section 239 NON-REFERRAL AGREEMENT, renewing annually on January 1st.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-68** was made by Phelps; 2nd by Collier referring short-term rentals and accessory structures to the Town of Catlin Planning Board for further review and consideration.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-69** was made by Collier; 2nd by Koval authorizing Supervisor Phelps to enter into an agreement with Eastern Managed Print Network for a Xerox VersaLink C7120S Multifunction Workgroup, not to exceed \$4,300.00 with a yearly cost of \$92.40 for up to 13,200 copies.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion was made by Phelps; 2nd by Moshier adjourning the meeting at 8:38pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

Town of Catlin
Regular Board Meeting Minutes
August 8, 2024

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 Collier; 2nd by Christiansen accepting Town Clerk's minutes for July 11, 2024, into records as submitted.

CARRIED: ALL

Correspondence:

- ATV/UTV Draft of a Local Law
- Southern Tier Central Regional Planning and Development Board (STC) Proposal for zoning changes
- 2025 Election Costs

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

CARRIED: ALL

Departmental Reports:

Reports submitted by Highway Superintendent, Supervisor, Town Clerk, Code Enforcement Officer, Assessor, and Sheriff.

- Supervisor – met with Code on various projects, SCT for zoning, quotes for Brooks and Hakes properties, quotes for materials for clean energy grant, looking to change town cell phones to AT&T.
- Assessor – nothing to report, filed final roll.

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 24-70** was made by Phelps; 2nd by Collier approving August 8, 2024, Abstract #8 vouchers for payment: General vouchers 141-156: \$9158.99; Highway vouchers 87-99: \$11,813.48; BV Light District vouchers 11-12: \$610.66; and BV Water District vouchers 49-55: \$2037.16; for a total of \$23,620.29.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Beaver Valley Water District:

- Sent in report for National Requirement for Lead Pipes.

Old Business:

- Proposal for ATV and UTV use on Catlin town roads. Chambers Rd is listed, a small portion of which is a town road, and would need clarification.

New Business:

- STC Proposal to assist town in developing a short-term rental law and minor updates to zoning code. General discussion on current short-term rentals in town. Short-term rentals would require yearly inspections. Also update code on storage sheds and zoning process.
- Energy Grant – looking at pricing for siding, windows and insulation for weatherizing highway garage office.
- Pre-budget meeting – possibly next week, plan on Tuesday August 13, 2024 at 7am.
- Leon Sturdivant of 15 Demunn Rd. has multiple unregistered vehicles – NYS only allows one. Need to print public notice so code can make arrangements to have vehicles removed as a public nuisance. General discussion on being able remove the vehicles if the owner will not allow them on property. Failed to show up to this meeting. This circumstance does not warrant a town court date. Must advertise Notice of Violation Public Hearing 10 days prior to next meeting on September 12, 2024 for final action. The town can only remove vehicles without a breach of peace. General discussion on the process that needs to take place.
- Brooks Property located at 98 St. Rt. 414 – Code has condemned the property. Letters mailed in January '24 and April '24. The house has been vacant for 20 years. Mrs. Brooks presented, she has just a couple more items to remove. Mrs. Brooks shared that the garage is empty and will be coming down in the next week or so. General discussion on the different ways that Mrs. Brooks could handle the situation. The town has received three

bids to tear down and remove the condemned structures. Attorney Mustico advised her to not pay the taxes and let the county foreclose on the property. The town plans to hold a public hearing on September 12, 2024, for final action.

- Hakes Properties, located at 17 Kimble Road and 55 Kimble Road – each property has vacant mobile homes on it. The town has sent violation letters on the properties. A demo permit was purchased for 55 Kimble Road and is in the process of being removed. Mrs. Hakes shared that she would like to sell the property at 17 Kimble Road, she states that the mobile home can be repaired. Supervisor Phelps stated that the town would need to see a real estate sign on 17 Kimble Rd to not move forward. The town has received quotes for removing the vacant mobile homes. The town plans to hold a public hearing on September 12, 2024, for final action.

Hearing of the Public:

Opened: 8:00pm

No one spoke.

Closed: 8:00pm

Resolutions:

General discussion on the ATV and UTV proposal. Town Board Member Koval spoke about “where does the liability of the town lie?”. Anyone can sue anyone. Whose responsibility will it be if we pass the law, and something goes wrong? Attorney Mustico spoke about what procedure needs to happen next. Supervisor Phelps spoke about the possibility of moving forward with the proposal.

Motion for **Resolution 24-71** was made by Phelps; 2nd by Moshier removing “ATV and UTV proposal for opening town roads” from the agenda.

CARRIED

AYES: Koval, Moshier, Christiansen

NOES: Collier

Motion for **Resolution 24-72** was made by Collier; 2nd by Koval authorizing Supervisor Phelps to enter into an agreement with Southern Tier Central Regional Planning and Development Board to provide the Town of Catlin with technical assistance to develop short-term rental law and minor zoning updates not to exceed \$3000.00.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Town of Catlin, Regular Board Meeting, August 8, 2024

Motion for **Resolution 24-73** was made by Phelps; 2nd by Collier to hold a public hearing on September 12, 2024 at 7:00pm for the abatement of unregistered vehicles at the property owned by Leon Sturdivant, 15 Demunn Rd, Beaver Dams, NY 14812, parcel ID 7.00-1-5.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion was made by Phelps; 2nd by Collier to include Brooks Property unsafe building abatement and Hakes Property abatements to the agenda.

CARRIED: ALL

Motion for **Resolution 24-74** was made by Phelps; 2nd by Collier to hold a public hearing on September 12, 2024 at 7:00pm for the removal of a condemned structure at the property owned by Joanne Brooks, 98 St. Rte. 414, Beaver Dams, NY 14812, parcel ID 26.00-1-14.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-75** was made by Phelps; 2nd by Moshier to hold a public hearing on September 12, 2024 at 7:00pm for the removal of a vacant mobile home at the property owned by Carolyn Hakes, 17 Kimble Road, Beaver Dams, NY 14812, parcel ID 8.00-1-63.6.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-76** was made by Phelps; 2nd by Christiansen to hold a public hearing on September 12, 2024 at 7:00pm for the removal of a vacant mobile home at the property owned by Carolyn Hakes, 55 Kimble Road, Beaver Dams, NY 14812, parcel ID 8.00-1-63.13.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion was made by Phelps; 2nd by Collier adjourning the meeting until Tuesday, August 13, 2024 at 7am.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

Town of Catlin
Continuation of Regular Board Meeting Minutes
August 13, 2024

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

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

Tompkins Corners Fire Department presented budget findings. Discussed 2025 budget increase request.

Discussed budget proposals.

Motion for **Resolution 24-77** was made by Collier; 2nd by Moshier hereby setting a Public Hearing for September 12, 2024 at 7pm at 1448 Chambers Road, Beaver Dams, concerning Local Law 1 of 2024 – “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, 2025 thru December 31, 2025 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

YES: Koval, Moshier, Collier, Christiansen

NOES: None

General discussion ensued about levy and tax rates.

Motion was made by Phelps; 2nd by Collier adjourning the meeting at 8:13am.

Respectfully submitted,

Yvonne M. Cutler
Town Clerk

RESOLUTION 24-70

August 8, 2024

By: LaVerne Phelps

2nd by: Bill Collier

ABSTRACTS

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted August 8, 2024, Abstract #8 vouchers for payment: General vouchers 141-156: \$9158.99; Highway vouchers 87-99: \$11,813.48; BV Light District vouchers 11-12: \$610.66; and BV Water District vouchers 49-55: \$2037.16; for a total of \$23,620.29.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-71

August 8, 2024

By: LaVerne Phelps

2nd by: Ron Moshier

ATV And UTV PROPOSAL REMOVED FROM AGENDA

WHEREAS, a petition was submitted to the Catlin Supervisor to open the Catlin town roads to ATV and UTV use, and

WHEREAS, an outline of a proposed Local Law was submitted, "Regulating Use of UTV's and ATV's on Town Highways", therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby removes ATV and UTV proposal for opening town roads from the agenda.

CARRIED

AYES: Koval, Moshier, Christiansen

NOES: Collier

RESOLUTION 24-72

August 8, 2024

By: LaVerne Phelps

2nd by: Bill Collier

STCRPDB SHORT-TERM RENTAL PROPOSAL

WHEREAS, the Town of Catlin has seen an increase in short-term rentals within the town, and

WHEREAS, Southern Tier Central Regional Planning and Development Board has submitted a proposal to assist with developing a short-term rental law and minor updates to zoning code, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Supervisor Phelps to enter into an agreement with Southern Tier Central Regional Planning and Development Board to provide the Town of Catlin with technical assistance to develop short-term rental law and minor zoning updates not to exceed \$3000.00.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Current Contract

Fire Department	2024 Village	2024 Fire Department	2024 Total
Beaver Dams			\$105,955.00
Tompkins Corners			\$120,355.00
Millport	\$31,125.00	\$10,375.00	\$41,500.00

Millport Proposed Contract - 3 Year

Year	% Increase	Village	Fire Department	Contract Total
2025	5%	\$32,681.25	\$10,893.75	\$43,575.00
2026	5%	\$34,315.31	\$11,438.44	\$45,753.75
2027	5%	\$36,031.08	\$12,010.36	\$48,041.44

Beaver Dams Proposed Contract - 3 Year

Year		Contract Total
2025	4%	\$110,193.20
2026	4%	\$114,600.93
2027	4%	\$119,184.97

Tompkins Corners Proposed Contract - 3 Year

Year		Contract Total
2025	20%	\$144,426.00
2026	6%	\$153,091.56
2027	6%	\$162,277.05

Town of Catlin
Regular Board Meeting Minutes
September 12, 2024

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

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

Pledge of Allegiance and Moment of Silence

Public Hearings:

Attorney Mustico opened the Public Hearing concerning Local Law 1 of 2024, "A Local Law to Override the Tax Levy Limit established in General Municipal Law §3-c".

No One Spoke

Motion made by Phelps; 2nd by Christiansen, closing the Public Hearing on the Tax Cap Override for 2025 at 7:02 pm.
CARRIED: ALL

Attorney Mustico opened the Public Hearing on the property abatement proposal located at 55 Kimble Road, owned by Carolyn Hakes.

No one spoke.

Motion made by Phelps; 2nd by Koval closing the public hearing on the property abatement at 55 Kimble Road at 7:03pm.
CARRIED: ALL

Attorney Mustico opened the Public Hearing on the property abatement proposal located at 17 Kimble Road, owned by Carolyn Hakes.

No one spoke.

Motion made by Phelps; 2nd by Moshier closing the public hearing on the property abatement at 17 Kimble Road at 7:04pm.
CARRIED: ALL

Town of Catlin, Regular Board Meeting, September 12, 2024

Attorney Mustico opened the Public Hearing on the property abatement proposal located at 15 Demunn Road, owned by Leon Sturdivant.

No one spoke.

Motion made by Phelps; 2nd by Christiansen closing the public hearing on the property abatement at 15 Demunn Road at 7:05pm.

CARRIED: ALL

JoAnne Brooks came forward to ask questions about her property abatement at 98 St. Rte. 414. Mrs. Brooks was informed of a public hearing for her property abatement. However, it was not held as she is already in the process of removing the unsafe structures.

Minutes:

Motion made by Moshier; 2nd by Koval accepting Town Clerk's minutes for Aug 8, 2024, into records as submitted.

CARRIED: ALL

Correspondence:

- Sprague insurance sent a quote and invoice to insure the new town property, 1435 Chambers Road.
- NYS aid for the cost of property revaluation in 2023 was \$7,058.66.
- County Sales Tax Allocation for 2025 and 2026 is the same rate as 2024.

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 Highway Superintendent, Supervisor, Town Clerk, Code Enforcement Officer, Assessor, and Sheriff.

- Supervisor – met with STC about Airbnb's, property closing took place, met with Sprague Insurance for 2025, looking for supplies for the Green Energy Report.

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 24-78** was made by Phelps; 2nd by Koval approving September 12, 2024, Abstract #9 vouchers for payment: General vouchers 157-189: \$66,640.25; Highway vouchers 100-115: \$289,936.87; BV Light District vouchers 13-15: \$316.86; and BV Water District vouchers: \$2,375.09; for a total of \$359,269.07.

CARRIED

AYES: Koval, Moshier, Christiansen, Phelps

NOES: None

Beaver Valley Water District:

- Pump House – painted inside walls and ceiling, replaced faucets, sink and gas line inside
- Installed new security system, it is in color, much better. Information saved for 30 days.

Old Business:

- Carolyn Hakes, owner of 17 Kimble Road and 55 Kimble Road has a quote of \$4000 to demo and haul away structures on both of her properties. She needs to have a signed contract by October 1st. The Town has two bids of \$7000 and \$7500 for the same demo and removal.
- Leon Sturdivant, owner of 15 Demunn Road had three vehicles, two are now gone. The weeds and grass have been cut around the dump truck. The dump truck has been moved. He has complied with the town code violation notices.
- Green Energy Grant – Supervisor Phelps and Superintendent Doan have been pricing windows, siding and added insulation. Alvin Janowski would like to do the work, probably not until next year. New windows, new siding, and added insulation will be \$5904.00. We would like to do add insulation to the inside ceiling. Plan to purchase supplies now and store until work can be done.

New Business:

- Tentative Budget presented by Town Clerk. Need to advertise public hearing for October 10, 2024 meeting for preliminary budget. No health care or retirement numbers yet for next year's budget.
- Tax Cap – Need to make Local Law to override the tax levy limit.

Hearing of the Public:

Opened: 7:25pm

No one spoke

Closed: 7:25pm

Resolutions:

Motion for **Resolution 24-79** was made by Phelps; 2nd by Christiansen setting a Public Hearing for October 10, 2024, at 7pm to discuss the Fire Contracts for: Beaver Dams Fire Department, Millport Fire Department and Tompkins Corners Fire Department three (3) year contracts that begin January 1, 2025, and end December 31, 2027. And the Town Clerk is directed to advertise for the foresaid Public Hearing.

CARRIED

AYES: Koval, Moshier, Christiansen, Phelps

NOES: None

Motion for **Resolution 24-80** was made by Phelps; 2nd by Moshier setting a Public Hearing for October 10, 2024, at 7 pm at the Town Hall, Town of Catlin concerning the 2025 Tentative Budget which may be adopted as the 2025 Preliminary Budget after any concerns are addressed within 5 days of the hearing being held. And the Town Clerk is directed to advertise for the foresaid Public Hearing.

2025 Proposed Salaries: Supervisor - \$15,000.00
Town Clerk - \$17,500.00
Highway Superintendent - \$77,500.00
Town Justice - \$8,000.00
Board Members (4) - \$2,750.00/each

CARRIED

AYES: Koval, Moshier, Christiansen, Phelps

NOES: None

Motion for **Resolution 24-81** was made by Christiansen; 2nd by Koval authorizing Supervisor Phelps to enter into agreement with Harris Beach, PLLC to serve as bond counsel to the Town of Catlin for the following costs: Preparation of Bond Resolution and Associated Notices, \$1000.00; \$272,000.00 statutory installment bond, plus disbursements, \$3,422.00. Total Fees and Disbursements not to exceed \$4,422.00.

CARRIED

AYES: Koval, Moshier, Christiansen, Phelps

NOES: None

Motion for **Resolution 24-82** was made by Moshier; 2nd by Koval authorizing Harris Beach, PLLC to purchase serial bonds in the amount of \$205,000.00 for the purchase of a Western Star 49x Tandem Axle Cab and Chassis, snowplow truck. And the Town Clerk is directed to advertise the notice of this resolution.

CARRIED

AYES: Koval, Moshier, Christiansen, Phelps

NOES: None

Motion for **Resolution 24-83** was made by Phelps; 2nd by Moshier authorizing Supervisor Phelps to order windows, siding and insulation from Erie Materials utilizing the Clean Energy Grant.

CARRIED

AYES: Koval, Moshier, Christiansen, Phelps

NOES: None

Leon Sturdivant unregistered vehicles abatement – no action taken.

Motion for **Resolution 24-84** was made by Phelps; 2nd by Koval authorizing Supervisor Phelps and the Catlin Code Enforcement Officer to direct action at or on October 1, 2024, on the abatement of vacant mobile homes located on 17 Kimble Road and 55 Kimble Road.

CARRIED

AYES: Koval, Moshier, Christiansen, Phelps

NOES: None

Motion for **Resolution 24-85** was made by Moshier; 2nd by Christiansen enacting Local Law 1-2024 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, 2025-December 31, 2025 that requires a real property tax levy in excess of the “tax levy limit” as defined by General Municipal Law §3-c.

CARRIED

AYES: Koval, Moshier, Christiansen, Phelps

NOES: None

Budget Meeting date and time – adjourn meeting – no action taken.

Motion was made by Phelps; 2nd by Koval adjourning the meeting at 7:43pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 24-78

September 12, 2024

By: LaVerne Phelps

2nd by: Mike Koval

ABSTRACTS

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted September 12, 2024, Abstract #9 vouchers for payment: General vouchers 157-189: \$66,640.25; Highway vouchers 100-115: \$289,936.87; BV Light District vouchers 13-15: \$316.86; and BV Water District vouchers: \$2,375.09; for a total of \$359,269.07.

CARRIED

AYES: Koval, Moshier, Christiansen, Phelps

NOES: None

RESOLUTION 24-79

September 12, 2024

By: LaVerne Phelps

2nd by: Craig Christiansen

FIRE CONTRACTS PUBLIC HEARING

RESOLVED, the Town Board of the Town of Catlin hereby sets a Public Hearing for October 10, 2024, at 7pm to discuss the Fire Contracts for: Beaver Dams Fire Department, Millport Fire Department and Tompkins Corners Fire Department three (3) year contracts that begin January 1, 2025, and end December 31, 2027. Be it further,

RESOLVED, that the Town Clerk is directed to advertise for the foresaid Public Hearing.

CARRIED

AYES: Koval, Moshier, Christiansen, Phelps

NOES: None

RESOLUTION 24-80

September 12, 2024

By: LaVerne Phelps

2nd by: Ron Moshier

2025 TENTATIVE BUDGET PUBLIC HEARING

WHEREAS, The Town Clerk of the Town of Catlin presented the Town Board Members a copy of the 2025 Tentative Budget, now, therefore be it

RESOLVED, The Town Board of the Town of Catlin hereby sets a Public Hearing for October 10, 2024, at 7 pm at the Town Hall, Town of Catlin concerning the 2025 Tentative Budget which may be adopted as the 2025 Preliminary Budget after any concerns are addressed within 5 days of the hearing being held. Be it further,

RESOLVED, that the Town Clerk is directed to advertise for the foresaid Public Hearing.

2025 Proposed Salaries: Supervisor - \$15,000.00

Town Clerk - \$17,500.00
Highway Superintendent - \$77,500.00
Town Justice - \$8,000.00
Board Members (4) - \$2,750.00/each

CARRIED

AYES: Koval, Moshier, Christiansen, Phelps

NAYS: None

RESOLUTION 24-81

September 12, 2024

By: Craig Christiansen

2nd by: Mike Koval

HARRIS BEACH BOND COUNSEL FOR SNOW PLOW TRUCK

WHEREAS, The Town of Catlin is purchasing a 2024 Western Star 49X Tandem Axle Cab and Chassis, snow plow truck in the amount of \$264,542.23 for use by the Town of Catlin, and

WHEREAS, Harris Beach, PLLC has submitted a proposal to serve as bond counsel, therefore be it

RESOLVED, The Town Board of the Town of Catlin does hereby authorize Supervisor Phelps to enter into agreement with Harris Beach, PLLC to serve as bond counsel to the Town of Catlin for the following costs: Preparation of Bond Resolution and Associated Notices, \$1000.00; \$272,000.00 statutory installment bond, plus disbursements, \$3,422.00. Total Fees and Disbursements not to exceed \$4,422.00.

CARRIED

AYES: Koval, Moshier, Christiansen, Phelps

NOES: None

RESOLUTION 24-82

September 12, 2024

By: Ron Moshier

2nd by: Mike Koval

BOND RESOLUTION OF THE TOWN BOARD OF THE TOWN OF CATLIN, CHEMUNG COUNTY, NEW YORK (THE "TOWN"), AUTHORIZING THE ACQUISITION OF ONE SNOWPLOW TRUCK; STATING THE MAXIMUM ESTIMATED COST THEREOF IS \$272,000; APPROPRIATING SAID AMOUNT THEREFOR; AND AUTHORIZING THE ISSUANCE OF UP TO \$205,000 IN SERIAL BONDS OF THE TOWN TO FINANCE A PORTION OF SAID APPROPRIATION

WHEREAS, the Town Board of the Town of Catlin (the "Town Board"), Chemung County, New York (the "Town") proposes to authorize the issuance of \$205,000 in serial bonds of the Town to finance the acquisition of one snowplow truck, including costs incidental thereto and to the financing thereof (the "Project"), at an estimated maximum cost of \$272,000; and

WHEREAS, the Town Board now wishes to appropriate funds for the Project and to authorize the issuance of the Town's serial bonds or bond anticipation notes to finance a portion of said appropriation.

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of Catlin, Chemung County, New York (by the favorable vote of not less than two-thirds of all the members of such body), as follows:

SECTION 1. The Town is hereby authorized to finance the acquisition of one snowplow truck for use by the Town's Highway Department at a maximum cost of \$272,000, and to issue serial bonds of the Town (including statutory installment bonds) in the principal amount of \$205,000 or bond anticipation notes in anticipation of such bonds, pursuant to provisions of Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (the "Law") to finance a portion of the cost of the aforementioned specific object or purpose.

SECTION 2. It is hereby determined that the maximum estimated cost of the aforementioned specific object or purpose is \$272,000, said amount is hereby appropriated therefor and the plan for the financing thereof shall consist of (i) the expenditure of \$27,000 in current funds of the Town, (ii) the expenditure of moneys from a United States Department of Agriculture, Office of Rural Development ("Rural Development") grant in the amount of \$40,000, (iii) the issuance of up to \$205,000 in serial bonds of the Town to be purchased by Rural Development, and (iv) the levy and collection of taxes on all the taxable real property in the Town to pay the principal of said bonds and the interest thereon as the same shall become due and payable.

SECTION 3. It is hereby determined that the period of probable usefulness of the aforementioned specific object or purpose is fifteen (15) years, pursuant to subdivision 28. of paragraph a. of Section 11.00 of the Law.

SECTION 4. The final maturity of the bonds herein authorized to be issued shall be in excess of five (5) years measured from the date of issuance of the first serial bond or bond anticipation note issued pursuant to this resolution.

SECTION 5. The temporary use of available funds of the Town, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Law, for the capital purposes described in this resolution. The Town shall reimburse such expenditures with the proceeds of the bonds or bond anticipation notes authorized by this resolution. This resolution shall constitute a declaration of official intent to reimburse the expenditures authorized herein with the proceeds of the bonds and bond anticipation notes authorized herein, as required by United States Treasury Regulations Section 1.150-

SECTION 6. Each of the serial bonds authorized by this resolution and any bond anticipation notes issued in anticipation of said bonds shall contain the recital of validity prescribed by Section 52.00 of the Law and said serial bonds and any bond anticipation notes issued in anticipation of said bonds shall be general obligations of the Town, payable as to both principal and interest by a general tax upon all the real property within the Town subject to applicable statutory limits, if any. The faith and credit of the Town are hereby irrevocably pledged to the punctual payment of the principal and interest on said serial bonds and bond anticipation notes and provisions shall be made annually in the budget of the Town by appropriation for (a) the amortization and redemption of the bonds and bond anticipation notes to mature in such year and (b) the payment of interest to be due and payable in such year.

SECTION 7. Subject to the provisions of this resolution and of the Law, pursuant to the provisions of Section 30.00 relative to the authorization of the issuance of serial bonds and bond

anticipation notes or the renewals of said obligations and of Sections 21.00, 50.00, 54.90, 56.00 through 60.00, 62.10 and 63.00 of the Law, the powers and duties of the Town Board relative to authorizing serial bonds and bond anticipation notes and prescribing terms, form and contents as to the sale and issuance of bonds herein authorized, including without limitation the determination of whether to issue bonds having substantially level or declining debt service and all matters related thereto, and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said bond anticipation notes, are hereby delegated to the Town Supervisor, as the chief fiscal officer of the Town (the "Town Supervisor"). Further, pursuant to paragraph b. of Section 11.00 of the Law, in the event that bonds to be issued for any of the specific object or purpose authorized by this resolution are combined for sale, pursuant to paragraph c. of Section 57.00 of the Law, with bonds to be issued for one or more objects or purposes authorized by other resolutions of the Town Board, then the power of the Town Board to determine the "weighted average period of probable usefulness" (within the meaning of paragraph a. of Section 11.00 of the Law) for such combined object or purpose is hereby delegated to the Town Supervisor, as the chief fiscal officer of the Town.

SECTION 8. The Town Supervisor is hereby further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the bonds authorized by this resolution and any notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and to designate the bonds authorized by this resolution and any notes issued in anticipation thereof, if applicable, as "qualified tax-exempt bonds" in accordance with Section 265(b)(3)(B)(i) of the Code.

SECTION 9. The Town Supervisor is hereby further authorized to enter into a continuing disclosure undertaking with or for the benefit of the initial purchasers of the bonds or notes authorized by this resolution in compliance with the provisions of Rule 15c2-12, promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934.

SECTION 10. The Town Board hereby determines that the Project constitutes a "Type II" action within the meaning of the State Environmental Quality Review Act and the regulations of the New York State Department of Environmental Conservation thereunder (collectively, "SEQRA") and that no further action under SEQRA with respect to the Project need be taken by the Town Board as a condition precedent to the adoption of this resolution.

SECTION 11. The intent of this resolution is to give the Town Supervisor sufficient authority to execute those applications, agreements and instruments, or to do any similar acts necessary to affect the issuance of the aforesaid serial bonds or bond anticipation notes without resorting to further action of the Town Board.

SECTION 12. Pursuant to subdivision b. of Section 35.00 of the Law, this resolution is subject to a permissive referendum in the manner prescribed by Article Seven of the Town Law of the State of New York (the "Town Law"). The Town Clerk is hereby authorized and directed, within ten (10) days after the date of adoption of this resolution, to post and publish a notice satisfying the requirements of Section 90 of the Town Law, which shall set forth the date of adoption of this resolution, shall contain an abstract hereof, and shall specify that this resolution was adopted subject to a permissive referendum. Such notice shall be published in the official newspaper(s) of the Town for such purpose.

SECTION 13. This resolution shall take effect thirty (30) days after the date of its adoption or, if within such thirty (30) day period there is filed with the Town Clerk a petition subscribed and acknowledged by the number of qualified electors of the Town required by Section 91 of the Town Law and in the manner specified in such Section, until approved by the affirmative vote of a majority of such qualified electors voting on a proposition for its approval.

SECTION 14. The validity of the bonds authorized by this resolution and of any bond anticipation notes issued in anticipation of said bonds may be contested only if:

(a) such obligations are authorized for an object or purpose for which the Town is not authorized to expend money; or

(b) the provisions of law which should be complied with at the date of the publication of such resolution are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or

(c) such obligations are authorized in violation of the provisions of the constitution.

SECTION 15. As soon as reasonably possible after the date that this resolution takes effect, the Town Clerk is hereby authorized and directed to cause a copy of this resolution, or a summary thereof, to be published in full in the official newspaper of the Town for such purposes, together with a notice of the Town Clerk in substantially the form provided in Section 81.00 of the Law.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

	<u>AYE</u>	<u>NAY</u>
LaVerne Phelps, Supervisor	x	
William Collier, Council Member, excused		
Mike Koval, Council Member	x	
Craig Christiansen, Council Member	x	
Ron Moshier, Council Member	x	

RESOLUTION 24-83

September 12, 2024

By: LaVerne Phelps

2nd by: Ron Moshier

HIGHWAY GARAGE IMPROVEMENTS USING CLEAN ENERGY GRANT

WHEREAS, The Town of Catlin was awarded a Clean Energy Grant to make improvements to the Highway Garage, therefore be it

RESOLVED, the Town of Catlin does hereby authorize Supervisor Phelps to order windows, siding and insulation from Erie Materials utilizing the Clean Energy Grant.

CARRIED

AYES: Koval, Moshier, Christiansen, Phelps

NOES: None

RESOLUTION 24-84

September 12, 2024

By: LaVerne Phelps

2nd by: Mike Koval

PROPERTY ABATEMENT AT 17 KIMBLE ROAD AND 55 KIMBLE ROAD

WHEREAS, The Town of Catlin held public hearings on September 12, 2024 on the abatement of both 17 Kimble Road and 55 Kimble Road, tax map numbers 8.00-1-63.6 and 8.00-1-63.13, respectively; properties reputedly owned by Carolyn Hakes and no one spoke, and

WHEREAS, Supervisor Phelps met with Carolyn Hakes and she claims to have a bid to have the unsafe structures removed from her property, and

WHEREAS, Supervisor Phelps gave Ms. Hakes until October 1, 2024 to have the bid signed, therefore be it

RESOLVED, the Town of Catlin does hereby authorize Supervisor Phelps and the Catlin Code Enforcement Officer to act at or on October 1, 2024, on the abatement of vacant mobile homes located on 17 Kimble Road and 55 Kimble Road.

CARRIED

AYES: Koval, Moshier, Christiansen, Phelps

NOES: None

RESOLUTION 24-85

September 12, 2024

By: Ron Moshier

2nd by: Craig Christiansen

LOCAL LAW 1 OF 2024

WHEREAS, a notice was duly given and published announcing a Public Hearing concerning LL-1 of 2024 for September 12, 2024 at 7pm, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby enacts Local Law 1-2024 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, 2025-December 31, 2025 that requires a real property tax levy in excess of the "tax levy limit" as defined by General Municipal Law §3-c.

CARRIED

AYES: Koval, Moshier, Christiansen, Phelps

NOES: None

Town of Catlin
Regular Board Meeting Minutes
October 10, 2024

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

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

Pledge of Allegiance and Moment of Silence

Public Hearings:

Attorney Mustico opened the Public Hearings and gave instructions.

Public hearing on the Tompkins Corners fire 3-year contract – no one spoke

Motion made by Koval; 2nd by Collier to close the public hearing on the Tompkins Corners Fire 3-year contract.

CARRIED: ALL

Public Hearing on the Beaver Dams fire 3-year contract – no one spoke

Motion made by Koval; 2nd by Collier to close the public hearing on the Beaver Dams Fire 3-year contract.

CARRIED: ALL

Public hearing on the Millport fire 3-year contract – no one spoke

Motion made by Collier; 2nd by Moshier to close the public hearing on the Millport fire 3-year contract.

CARRIED: ALL

Public hearing on 2025 budget – no one spoke

Motion made by Koval; 2nd by Christiansen to close the public hearing on the 2025 budget.

CARRIED: ALL

Minutes:

Motion made by Moshier; 2nd by Koval accepting Town Clerk's minutes for Sept 12, 2024, into records as submitted.

CARRIED

AYES: Koval, Moshier, Christiansen

NOES: None

Abstained: Collier

Correspondence:

- Quote to fix back wall on salt storage end panel - \$19,000.00 due to wind damage
- Annual Aims money deposited \$24,770.00 into general budget
- Animal shelter and control officer Ag. and Market inspection report – did very well, rusty pipes need replacing
- Town of Corning requesting 3% increase in assessor contract

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 submitted by Highway Superintendent, Supervisor, Town Clerk, Code Enforcement Officer, Assessor, and Sheriff.

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

CARRIED: ALL

Budget Modification:

Motion for **Resolution 24-86** made by Phelps; 2nd by Moshier approving submitted 2024 budget modifications. Please see submitted budget modification, attached.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Abstracts:

Motion for **Resolution 24-87** was made by Phelps; 2nd by Collier approving October 10, 2024, Abstract #10 vouchers for payment: General vouchers 190-218: \$10,465.79; Highway vouchers 116-128: \$11,661.21; BV Light District vouchers 16: \$264.59; BV Water District vouchers 65-72: \$5,007.07; and Fire Protection District 2 vouchers 6-7: \$20,750.00 for a total of \$48,148.66.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Beaver Valley Water District:

Repaired leak in service line on Moreland Dr. The Town of Corning came and dug up the road where the leak was. The copper pipe corroded through. Town of Corning vacuumed out two main valves and two street drains. Town of Catlin highway department fixed the road. Town of Corning cleaned out catch basin, vacuumed out valves and two street drains.

Old Business:

Hake's property cleanup. Mrs. Hakes has a new signed contract for cleaning her two properties at 17 and 55 Kimble Road. Contractor assured Supervisor Phelps that he would have it cleaned up by October 25. If the properties are not cleaned up by October 25, 2024, the Town of Catlin will have someone finish the cleanup. Discussion on when Mrs. Hake's original 60 days to finish cleanup was. Her original letter was served on August 20, 2024. She has 60 days from that.

New Business:

- Fire contract Tompkins Corners 3yrs
- Fire contract Beaver Dams 3 yrs
- Fire contract Millport 3yrs
- Town of Corning contract for assessor – requesting a 3% increase, budget will need to be increased
- Town Budget 2025
- Hours for Halloween: 6-8pm on Thursday Oct 31st, 2024
- Removal of trailer on Town Property – Estimate cost \$2000.00, renting a couple of containers from Swarthout for debris and then recycling the frame. Approximately \$650 per container, 2-3 containers.
- Repairs to salt storage back wall due to wind damage – insurance claim has \$5000.00 deductible. Estimated cost of \$19,000.00 with \$5,000.00 deductible. General discussion on the cost of repairs and questions related to whether it can be vented more so the wind does not damage the structure. Not under warranty any longer.

Hearing of the Public:

Opened: 7:28pm

No one spoke.

Closed: 7:28pm

Resolutions:

Motion for **Resolution 24-88** was made by Phelps; 2nd by Moshier adopting the 2025 Tentative Budget as the 2025 Preliminary Budget.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-89** was made by Moshier; 2nd by Collier authorizing Supervisor Phelps to sign the Tompkins Corners Fire Department contract for the years 2025-2027.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-90** was made by Collier; 2nd by Christiansen authorizing Supervisor Phelps to sign the Beaver Dams Fire Department contract for the years 2025-2027.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-91** was made by Koval; 2nd by Moshier authorizing Supervisor Phelps to sign the Millport Fire Department contract for the years 2025-2027.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-92** was made by Collier; 2nd by Koval authorizing Supervisor Phelps to enter into an Intermunicipal Agreement with the Town of Corning for Assessor Services for the year 2025, not to exceed \$15,474.72 per year or \$1,289.56 per month.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

No action taken on Repair of back wall of salt storage building insurance claim

Motion for **Resolution 24-93** was made by Phelps; 2nd by Christiansen setting the hours of Trick or Treating on Thursday October 31, 2024, from 6pm – 8pm.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Town of Catlin, Regular Meeting, October 10, 2024

Motion for **Resolution 24-94** was made by Collier; 2nd by Koval authorizing Supervisor Phelps to enter into agreement with Swarthout Recycling to provide containers to dispose of the debris associated with the removal of trailer on town property, not to exceed \$2000.00.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion made by Collier; 2nd by Moshier to amend the agenda by adding a resolution for removing unsafe structures and debris at 17 Kimble Rd. and 55 Kimble Rd.

CARRIED: ALL

Motion for **Resolution 24-95** was made by Collier; 2nd by Christiansen amending Resolution 24-84 authorizing Supervisor Phelps to enter into agreement with Birnie Craven to commence with removal of unsafe structures at 17 Kimble Rd. and 55 Kimble Rd. after October 25, 2024, which is more than 60 days after the original notice received by Mrs. Hakes, not to exceed \$7000.00.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion was made by Phelps; 2nd by Koval adjourning the meeting at 7:36pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 24-86

October 10, 2024

By: LaVerne Phelps

2nd by: Bill Collier

2024 BUDGET MODIFICATION

WHEREAS, several budget lines in the 2024 budget are in the negative and need revision, and

WHEREAS, the bookkeeper has submitted a 2024 budget modification request form, please see attached budget modification request form, therefor be it

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted 2024 budget modifications.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-87

October 10, 2024

By: LaVerne Phelps

2nd by: Bill Collier

ABSTRACTS

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted October 10, 2024, Abstract #10 vouchers for payment: General vouchers 190-218: \$10,465.79; Highway vouchers 116-128: \$11,661.21; BV Light District vouchers 16: \$264.59; BV Water District vouchers 65-72: \$5,007.07; and Fire Protection District 2 vouchers 6-7: \$20,750.00 for a total of \$48,148.66.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-88

October 10, 2024

By: LaVerne Phelps

2nd by: Ron Moshier

2025 PRELIMINARY BUDGET ADOPTED

WHEREAS, The Town Clerk of the Town of Catlin presented the Town Board Members a copy of the 2025 Tentative Budget, and

WHEREAS, The Town of Catlin held and public hearing about said tentative budget and no one spoke for or against, therefore be it,

RESOLVED, the Town Board of the Town of Catlin adopts the 2025 Tentative Budget as the 2025 Preliminary Budget.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-89

October 10, 2024

By: Ron Moshier

2nd by: Bill Collier

TOMPKINS CORNERS FIRE DEPARTMENT 2025-2027 CONTRACT

WHEREAS, The Town of Catlin held a public hearing in regards to the proposed 2025-2027 Tompkins Corners Fire Department contract and no one spoke in favor or against, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby authorized Supervisor Phelps to sign the Tompkins Corners Fire Department contract for the years 2025-2027.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-90

October 10, 2024

By: Bill Collier

2nd by: Craig Christiansen

BEAVER DAMS FIRE DEPARTMENT 2025-2027 CONTRACT

WHEREAS, The Town of Catlin held a public hearing in regards to the proposed 2025-2027 Beaver Dams Fire Department contract and no one spoke in favor or against, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby authorized Supervisor Phelps to sign the Beaver Dams Fire Department for the years 2025-2027.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-91

October 10, 2024

By: Mike Koval

2nd by: Ron Moshier

MILLPORT FIRE DEPARTMENT 2025-2027 CONTRACT

WHEREAS, The Town of Catlin held a public hearing in regards to the proposed 2025-2027 Millport Fire Department contract and no one spoke in favor or against, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby authorized Supervisor Phelps to sign the Millport Fire Department contract for the years 2025-2027.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-92

October 10, 2024

By: Bill 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 2025 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 2025, not to exceed \$15,474.72 per year or \$1,289.56 per month.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-93

October 10, 2024

By: LaVerne Phelps

2nd by: Craig Christiansen

2024 HOURS OF TRICK OR TREATING

RESOLVED, the Town Board of the Town of Catlin hereby sets the hours of Trick or Treating on Thursday October 31, 2024, from 6pm – 8pm.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-94

October 10, 2024

By: Bill Collier

2nd by: Mike Koval

TOWN PROPERTY TRAILER REMOVAL

WHEREAS, the Town of Catlin purchased property at 1435 Chambers Road, and

WHEREAS, the property has a vacant mobile home located on it, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Supervisor Phelps to enter into agreement with Swarthout Recycling to provide containers to dispose of the debris associated with the removal, not to exceed \$2000.00.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-95

October 10, 2024

By: Bill Collier

2nd by: Craig Christiansen

**COMMENSE WITH REMOVAL OF MOBILE HOMES AT
17 AND 55 KIMBLE ROAD
AMENDING RESOLUTION 24-84**

WHEREAS, Property owner, Carolyn Hakes was served with documents on August 20, 2024 requiring cleanup on her two properties to commence within 30 days of letter and to finalize clean up within 60 days of the letter, and

WHEREAS, Mrs. Hakes signed a contract with an individual to clean up her properties by October 25, 2024, therefore be it

RESOLVED, The Town Board of the Town of Catlin here by authorizes Supervisor Phelps to enter into agreement with Birnie Craven to commence with removal of unsafe structures at 17 Kimble Rd. and 55 Kimble Rd. after October 25, 2024, which is more than 60 days after the original notice received by Mrs. Hakes, not to exceed \$7000.00.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Town of Catlin
Regular Board Meeting Minutes
November 14, 2024

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

ROLLCALL: BM: Mike Koval, Ron Moshier, Bill 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 October 10th, 2024, into records as submitted.

CARRIED: ALL

Correspondence:

Application to request funds for the Town Court from Justice Court program to purchase fireproof file cabinets and furniture.

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

CARRIED: ALL

Sprague Insurance Presentation – representative presented 2025 NYMIR policy. Explained changes and answered questions. Presented town with 2025 calendars.

Departmental Reports:

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

- Supervisor
 - Met with Code, Jim Plate and Nel's Tractor
 - Met with Code and Hakes
 - Met with Code, Jim Plate, Claudia Maroney, Jim Knapp on Short Term Rentals
 - Attended a STC meeting on budgets
 - Signed the Fire Contracts

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

CARRIED: ALL

Motion made by Phelps; 2nd by Collier to amend **Resolution 24-95** to remove unsafe structures from 17 Kimble Rd and 55 Kimble Rd from \$7000.00 to \$8120.00.

CARRIED: ALL

Motion made by Phelps; 2nd by Moshier to amend **Resolution 24-94** to dispose of debris associated with the removal of the trailer on town property from \$2,000.00 to \$2,878.84.

CARRIED: ALL

Abstracts:

Motion for **Resolution 24-96** was made by Phelps; 2nd by Collier approving November 12, 2024, Abstract #11 vouchers for payment: General vouchers 219-248: \$71,049.15; Highway vouchers 129-144: \$306,527.94; BV Light District vouchers 17-19: \$339.54; and BV Water District vouchers 73-80: \$2000.70; for a total of \$379,917.33.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Beaver Valley Water District:

- Water Testing – Wadsworth Testing cost the town \$320.00

Old Business:

- Hakes' properties – pictures of cleanup, cost will be applied to 2025 Town and County Taxes. General discussion on tax levies.
- USDA finalizing paperwork for new truck – Highway has new truck. This is the last year we qualify for the USDA grant.
- Nel's tractor changes to the planned development – need to locate original zoning ordinance from 1993. General discussion on original planned development. Stop work order placed on projects currently underway due to lack of building permit and changes from original plan. Is allowed to close the building in. General discussion on what is currently on property. Needs to be referred to the Planning Board for recommendations.
- Proposed draft of Short-Term Rentals and shipping containers – Brian Toy sent draft of shipping containers.

New Business:

- Town Court JCAP Grant, Justice Cutler has asked for two filing cabinets and furniture for a total in \$5,755.42 – need resolution to authorize the court to request grant money

Town of Catlin, Regular Meeting, November 14, 2024

- Tax Levy – 17 Kimble Rd – need resolution to apply costs to 2025 Town and County Taxes
- Tax Levy – 55 Kimble Rd – need resolution to apply costs to 2025 Town and County Taxes
- Apply 2025 Sales Tax to General and Highway Funds – need resolution for County
- Accepting the 2025 preliminary budget as the 2025 Final Budget – need resolution for County
- Declare the Mack truck excess and put up for sale – 2008 Mack dump truck
1M2AX09C98M003556

Hearing of the Public:

Opened: 7:41pm

No one spoke.

Closed: 7:41pm

Resolutions:

Motion for **Resolution 24-97** was made by Phelps; 2nd by Collier authorizing the Catlin Town Court to apply for a JCAP grant in the 2024-25 grant cycle up to \$5755.42.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-98** was made by Collier; 2nd by Christiansen authorizing Town Supervisor to sign any final paperwork for the new Western Star Truck and to make payment to Tracey Road Equipment.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-99** was made by Phelps; 2nd by Moshier adopting the 2025 Preliminary Budget as the 2025 Final Budget.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-100** was made by Koval; 2nd by Christiansen imposing a Tax Levy on the Town & County 2025 Tax Bill on behalf of Town of Catlin, General Fund for property abatement, and advertising of public hearing as follows:

8.00-1-63.6 17 Kimble Road

Town of Catlin, Regular Meeting, November 14, 2024

Bernie Craven – Property Abatement -	\$3500.00
Public Hearing 09/12/24 Leader Legal Ad -	\$40.75

For a Total of - \$3540.75

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-101** was made by Moshier; 2nd by Koval imposing a Tax Levy on the Town & County 2025 Tax Bill on behalf of Town of Catlin, General Fund for property abatement, and advertising of public hearing as follows:

8.00-1-63.13 55 Kimble Road

Bernie Craven – Property Abatement -	\$4620.00
Public Hearing 09/12/24 Leader Legal Ad -	\$40.75

For a Total of - \$4660.75

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-102** was made by Phelps; 2nd by Collier agreeing to apply 2025 Sales Tax Revenue to the General and Highway 2025 Budgets.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-103** was made by Phelps; 2nd by Christiansen referring The Janowski Planned Development to the Town of Catlin Planning Board, The Town of Veteran Planning Board and the Chemung County Planning Board.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 24-104** was made by Koval; 2nd by Moshier declaring the 2008 Mack Truck, VIN: 1M2AX09C98M003556, excess and to put it up for sale. This includes a plow and wing.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Town of Catlin, Regular Meeting, November 14, 2024

Motion was made by Phelps; 2nd by Collier adjourning the meeting at 7:47pm.
CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 24-96

November 14, 2024

By: LaVerne Phelps

2nd by: Bill Collier

ABSTRACTS

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted November 14, 2024, Abstract #11 vouchers for payment: General vouchers 219-248: \$71,049.15; Highway vouchers 129-144: \$306,527.94; BV Light District vouchers 17-19: \$339.54; and BV Water District vouchers 73-80: \$2000.70; for a total of \$379,917.33.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-97

November 14, 2024

By: LaVerne Phelps

2nd by: Bill Collier

CATLIN TOWN COURT JCAP GRANT

RESOLVED, The Board of the Town of Catlin authorizes the Catlin Town Court to apply for a JCAP grant in the 2024-25 grant cycle up to \$5755.42.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-98

November 14, 2024

By: Bill Collier

2nd by: Craig Christiansen

FINAL PAYMENT FOR NEW WESTERN STAR TRUCK

WHEREAS, The Town of Catlin is purchasing a 2024 Western Star 49X Tandem Axle Cab and Chassis, snow plow truck in the amount of \$264,542.23 for use by the Town of Catlin, and

WHEREAS, the truck has been delivered to the town,

WHEREAS, Tracey Road Equipment will not allow the truck to be registered until payment is made in full, and

WHEREAS, The Town of Catlin has not received payment from the USDA, therefore let it be

RESOLVED, The Board of the Town of Catlin authorizes Town Supervisor to sign any final paperwork for the 2024 Western Star 49X Truck and to make payment to Tracey Road Equipment.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-99

November 14, 2024

By: LaVerne Phelps

2nd by: Ron Moshier

2025 FINAL BUDGET

WHEREAS, the Town Board of the Town of Catlin held a Public Hearing on September 12, 2024 concerning the 2025 Preliminary Budget, and

WHEREAS, there were no comments concerning the 2025 Preliminary Budget from the audience, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby adopts the 2025 Preliminary Budget as the 2025 Final Budget.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-100

November 14, 2024

By: Mike Koval

2nd by: Craig Christiansen

2025 TAX LEVY – 17 KIMBLE RD

RESOLVED, the Town Board of the Town of Catlin, Chemung County, imposes a Tax Levy on the Town & County 2025 Tax Bill on behalf of Town of Catlin, General Fund for property abatement, and advertising of public hearing for said abatement as follows:

8.00-1-63.6 17 Kimble Road

Bernie Craven – Property Abatement -	\$3500.00
Public Hearing 09/12/24 Leader Legal Ad -	\$40.75

For a Total of - \$3540.75

CARRIED

AYES: Koval, Moshier, Collier, Christiansen
NOES: None

RESOLUTION 24-101

November 14, 2024

By: Ron Moshier

2nd by: Mike Koval

2025 TAX LEVY – 55 KIMBLE RD

RESOLVED, the Town Board of the Town of Catlin, Chemung County, imposes a Tax Levy on the Town & County 2025 Tax Bill on behalf of Town of Catlin, General Fund for property abatement, and advertising of public hearing for said abatement as follows:

8.00-1-63.13 55 Kimble Road

Bernie Craven – Property Abatement -	\$4620.00
Public Hearing 09/12/24 Leader Legal Ad -	\$40.75

For a Total of - \$4660.75

CARRIED

AYES: Koval, Moshier, Collier, Christiansen
NOES: None

RESOLUTION 24-102

November 14, 2024

By: LaVerne Phelps

2nd by: Bill Collier

APPLICATION OF 2025 SALES TAX REVENUE

RESOLVED, the Town Board of the Town of Catlin hereby agrees to apply 2025 Sales Tax Revenue to the General and Highway 2025 Budgets.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen
NOES: None

RESOLUTION 24-103

November 14, 2024

By: LaVerne Phelps

2nd by: Craig Christiansen

NELSON JANOWSKI PLANNED DEVELOPMENT DISTRICT CHANGES

WHEREAS, Resolution 93-64 created the Nelson Janowski Planned Development District, and

WHEREAS, upgrades are being made on the property that may not align with the original planned development, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby refers The Nelson Janowski Planned Development District to the Town of Catlin Planning Board, The Town of Veteran Planning Board and the Chemung County Planning Board to review the proposed changes.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 24-104

November 14, 2024

By: Mike Koval

2nd by: Ron Moshier

2008 MACK TRUCK EXCESS

RESOLVED, the Town Board of the Town of Catlin hereby declares the 2008 Mack Truck, VIN: 1M2AX09C98M003556, excess and to put it up for sale. This includes a plow and wing.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Town of Catlin
Regular Board Meeting Minutes
December 12, 2024

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

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

Pledge of Allegiance and Moment of Silence

Minutes:

Motion made by Collier; 2nd by Christiansen accepting Town Clerk's minutes for November 14, 2024, into records as submitted.

CARRIED:

Correspondence:

Comp Alliance – Town has been awarded \$2,521.00 for having a safe workplace.

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 submitted by Highway Superintendent, Supervisor, Town Clerk, Code Enforcement Officer, Assessor, and Sheriff.

- Town Supervisor met with Code, Town Planning Board, Nelson Janowski. Also had meetings with USDA and a joint meeting of Town Planning Board, Town Board and STCRPDB.

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

CARRIED: ALL

Abstracts:

Motion for **Resolution 24-105** was made by Phelps; 2nd by Collier approving December 12, 2024, Abstract #12 vouchers for payment: General vouchers 249-274: \$11,859.14; Highway vouchers 145-160: \$34,001.66; BV Light District vouchers 20-21: \$311.58; and BV Water District vouchers 81-85: \$307.79; for a total of \$46,480.17.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NAYES: None

Beaver Valley Water District:

- Finalized water testing for the year, all passed.
- Manganese – no testing since 2018, not needed because it was under maximum limit.
- Water billing – possible changes to water billing procedure. Currently turning water off for non-payment. Possibly investigate using a tax levy for non-payment.

Old Business:

- Nelson Janowski Planned Unit Development – set Public Hearing to change zoning to General Business. The options for the work they want to do would be more flexible. Would need to add dwelling units to General Business.
- Refer Nelson Janowski changes to Chemung County Planning Board and Town of Veteran Planning Board.

New Business:

- USDA – need resolution accepting new dump truck and to authorize payment.
- Use up to \$5,000.00 from the building fund for repairs to the salt storage shed.

Hearing of the Public: Opened: 7:25pm

No one spoke

Closed: 7:25pm

Resolutions:

Town of Catlin, Regular Board Meeting, December 12, 2024

Motion for **Resolution 24-106** was made by Phelps; 2nd by Collier setting a Public Hearing for January 9, 2024, at 7pm to discuss the potential zoning changes of the Nelson Janowski Planned Development from Planned Development to General Business.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NAYES: None

No action taken on *Resolution to send Nelson Janowski proposed zoning changes to Chemung County Planning Board and Town of Veteran*as **RESOLUTION 24-103** was passed on November 14, 2024.

Motion for **Resolution 24-107** was made by Collier; 2nd by Moshier setting a Public Hearing for January 9, 2024, at 7pm to discuss using \$5,000.00 of the Building Fund to repair the salt storage shed back wall.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NAYES

Motion for **Resolution 24-108** was made by Koval; 2nd by Christiansen authorizing Supervisor Phelps to accept the project for 2025 Western Star 49x Dump Truck, VIN 5KKHBWFG1SLVH9693 as complete and authorize the final payment of said truck.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NAYES

Motion was made by Collier; 2nd by Phelps adjourning the meeting at 7:29pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler