

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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> by Christiansen to close the public hearing on the 2025 budget.

CARRIED: ALL

**Minutes:**

Motion made by Moshier; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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 31<sup>st</sup>, 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> by Koval adjourning the meeting at 7:36pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

**RESOLUTION 24-86**

October 10, 2024

By: LaVerne Phelps

2<sup>nd</sup> 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

2<sup>nd</sup> 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

2<sup>nd</sup> 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

2<sup>nd</sup> 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

2<sup>nd</sup> 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

2<sup>nd</sup> 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

2<sup>nd</sup> 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

2<sup>nd</sup> 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

2<sup>nd</sup> 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

2<sup>nd</sup> 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 hereby 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