

Town of Catlin
Board Meeting Minutes
September 17, 2026

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

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

Pledge of Allegiance and Moment of Silence

Minutes:

Motion made by Koval; 2nd by Christiansen accepting Town Clerk's minutes for August 13th, 2026 and August 31st, 2026, into records as submitted.

CARRIED: ALL

Correspondence:

- Charter Check from Spectrum – continues to decline.
- Elmira City Animal Control Three-year Contract proposal for Jan 2027 through Dec 2029, current contract is \$9792.00, potentially going to \$21,200.00 for the first year of three year contract.
- AIM State Aid to Town of Catlin for \$24,700.00.
- Williamson Law Book to transfer software back to town hall for accounting and payroll for \$175/hour.
- Chemung County Fire Investigation FOIL Request denied, request was too vague.

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, Elmira Dog Control and Sheriff.

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

CARRIED: ALL

Budget Modification:

Motion for **Resolution 26-94** was made by Phelps; 2nd by Collier hereby approving budget modification as follows: from DA1120, \$124,806.71 moved to DA599; A1120 increased by, \$124,806.71, A599 decreased by \$124,806.71. Modification is needed due to highway garage fire transferring sales tax money.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NAYS: None

Abstracts:

Motion for **Resolution 26-95** was made by Phelps; 2nd by Collier approving September 17, 2026, Abstract #9 vouchers for payment: General vouchers 161-176: \$10,293.39; Highway vouchers 103-114: \$223,289.90; BV Light District vouchers 16-17: \$353.14; BV Water District vouchers 70-79: \$2,226.52; and H Account vouchers 16-24: \$185,511.81; for a total of \$421,674.76.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NAYES: None

Beaver Valley Water District:

- Replaced two meters – one dead battery and one from a frozen line. The meters have a 10 year warranty, this is year nine.

Old Business:

- None presented

New Business:

- Cold Storage Building interior project – bids are in for four contractors, authorize to sign with a contractor, don't want to wait another month to authorize a company to start working.
- Tentative Budget presented to Town Board, tax rate increasing by 2 cents per \$1000.00.
- Exceeding the 2% tax cap

Town of Catlin, Regular Meeting, September 17, 2026

- Prepaying credit cards so we can pay off in the middle of the month and not exceed our limit.
- Elmira Animal Control Contract is increasing significantly.
- Southern Tier Animal Control one year proposal of \$9600 – sent contract to Attorney Mustico and he returned some questions to ask STAC. STAC does not want us to sign contract until after they pass their NYS inspection.
- Williamson Law Book – transfer of software to Town Hall for \$175/hour. Bookkeeper would need to remote into our computer. AOT and Comptrollers office have not been able to confirm what WLB has stated that our software has to be on premises or we have to use a cloud based system.

Hearing of the Public:

Opened: 7:30pm

No one spoke

Closed: 7:30pm

Resolutions:

No action taken on resolution to allow prepayment of credit cards or other bills that incur late fees.

Motion for **Resolution 26-96** was made by Moshier; 2nd by Koval hereby authorizing Supervisor Phelps to enter into agreement with Southern Tier Animal Control for 2027 pending attorney approval of contract, not to exceed \$9,600.00.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NAYES: None

No action taken on resolution authorizing supervisor to sign contract for cold storage interior rebuild. This is pending more information. General discussion on the various contractors and questions that the town would like to have answered based on the bids that were submitted. Also, financial discussion on how the town plans to pay for the rebuild of the cold storage building.

Motion for **Resolution 26-97** was made by Christiansen; 2nd by Moshier hereby setting a Public Hearing for October 8, 2026, at 7pm at 1448 Chambers Road, Beaver Dams, concerning LL1 of 2025 – “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, 2027, thru December 31, 2027, that requires a real property tax levy

Town of Catlin, Regular Meeting, September 17, 2026
in excess of the 'tax levy limit' as defined by General Municipal Law §3-c. And directing Town Clerk to advertise for the foresaid Public Hearing.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NAYS: None

Motion for **Resolution 26-98** was made by Collier; 2nd by Christiansen hereby setting a Public Hearing for October 8, 2026, at 7 pm at the Town Hall, Town of Catlin, concerning the 2027 Tentative Budget which may be adopted as the 2027 Preliminary Budget after any concerns are addressed within 5 days of the hearing being held. And also, directing Town Clerk to advertise for the foresaid Public Hearing.

2027 Proposed Salaries:	Supervisor - \$19,500.00
	Town Clerk - \$19,500.00
	Highway Superintendent - \$84,000.00
	Town Justice - \$10,000.00
	Board Members (4) - \$3,000.00/each

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NAYS: None

Motion for **Resolution 26-99** was made by Koval; 2nd by Christiansen hereby authorizing Supervisor Phelps to sign a proposal authorizing Williamson Law Book to move accounting and payroll software from the bookkeeper's private computer to a computer at the Town Hall at a rate of \$175.00 per hour, not to exceed \$1400.00.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NAYS: None

Motion was made by Collier; 2nd by Christiansen at 7:59pm adjourning the meeting until 7:00am on Tuesday September 22, 2026.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

Town of Catlin
Continuation of Board Meeting Minutes
September 22, 2026

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

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

AJH Designs received bids for the interior work of the cold storage building.

Bids are as follows for Base Bid plus Alternative 1 (metal wall panels) and Alternative 2 (metal ceiling panels):

Williams Construction:	\$382,861.00
Welliver:	\$348,300.00
Kuehne Construction:	\$351,200.00
Elmira Structures:	\$355,000.00

General discussion ensued as to the possibility of change orders affecting the total sum of project, saving money by not adding on Alternative 2. Discussed where the money would come from.

Superintendent Doan has worked with Elmira Structures and would prefer to work with them. Based on **Resolution 26-78**, we do not have to go with lowest bid. If there are a lot of change orders, the cost will increase a lot. The finances were gone over as to where the money is coming from to pay for the improvement of the cold storage building.

Motion made by Collier; 2nd by Christiansen for **Resolution 26-100** hereby authorizing Supervisor Phelps to enter into agreement with Elmira Structures for the interior work of the Cold Storage Building. This will include the base amount and both Alternative 1 and Alternative 2, not to exceed \$355,000.00.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NAYES: No

Motion was made by Phelps; 2nd by Collier adjourning the meeting at 7:12am.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

Town of Catlin
Special Board Meeting Minutes
September 24, 2026

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

ROLLCALL: BM: Mike Koval, Ron Moshier, Bill Collier, Supervisor Phelps, Attorney Mustico

Motion made by Phelps; 2nd by Moshier to excuse Craig Christiansen from the meeting.
CARRIED: ALL

Because the town put the interior work for the cold storage building up for bid, the town must accept the lowest responsible bid. The town would have to have in-depth knowledge of non-responsible bidders. The state has a list of not-responsible bidders. We could send out for re-bid. Concern that the highway employees have a warm place to work. Re-bidding would push the project back further. Considering the fire that the town just had, it would be wise accept both Alternative 1 and Alternative 2, which will cover both the walls and the ceiling with metal.

Motion made by Phelps; 2nd by Koval to **rescind Resolution 26-100** that was made on September 22, 2026, due to not accepting the lowest bid.
CARRIED: ALL

Bids are as follows for Base Bid plus Alternative 1 (metal wall panels) and Alternative 2 (metal ceiling panels):

Williams Construction:	\$382,861.00
Welliver:	\$348,300.00
Kuehne Construction:	\$351,200.00
Elmira Structures:	\$355,000.00

Motion made by Collier; 2nd by Koval for **Resolution 26-101** hereby authorizing Supervisor Phelps to enter into agreement with Welliver for the interior work of the Cold Storage Building. This will include the base amount and both Alternative 1 and Alternative 2, not to exceed \$348,300.00.

CARRIED

AYES: Koval, Moshier, Collier

NAYES: None

Motion was made by Phelps; 2nd by Moshier adjourning the meeting at 8:22am.
CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 2026-94

September 17, 2026

By: LaVerne Phelps

2nd by: Bill Collier

BUDGET MODIFICATION

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted budget modification as follows: from DA1120, \$124,807.71 moved to DA599; A1120 increased by, \$\$124,806.71, A599 decreased by \$124,806.71. Modification is needed due to highway garage fire transferring sales tax money.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NAYES: None

RESOLUTION 2026-95

September 17, 2026

By: LaVerne Phelps

2nd by: Bill Collier

ABSTRACTS

approves submitted September 17, 2026, Abstract #9 vouchers for payment: General vouchers 161-176: \$10,293.39; Highway vouchers 103-114: \$223,289.90; BV Light District vouchers 16-17: \$353.14; BV Water District vouchers 70-79: \$2,226.52; and H Account vouchers 16-24: \$185,511.81; for a total of \$421,674.76.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NAYES: None

RESOLUTION 2026-96

September 17, 2026

By: Ron Moshier

2nd by: Mike Koval

SOUTHERN TIER ANIMAL CONTROL CONTRACT FOR 2027

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Supervisor Phelps to enter into agreement with Southern Tier Animal Control pending attorney approval of contract, not to exceed \$9,600.00.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NAYES: None

RESOLUTION 2026-97

September 17, 2026

By: Craig Christiansen

2nd by: Ron Moshier

**PUBLIC HEARING
LOCAL LAW 2 OF 2026
EXCEEDING 2027 TAX CAP**

RESOLVED, the Town Board of the Town of Catlin hereby sets a Public Hearing for October 8, 2026, at 7pm at 1448 Chambers Road, Beaver Dams, concerning LL1 of 2025 – “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, 2027 thru December 31, 2027 that requires a real property tax levy in excess of the ‘tax levy limit’ as defined by General Municipal Law §3-c. . And also, directing Town Clerk to advertise for the foresaid Public Hearing.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NAYES: None

RESOLUTION 2026-98

September 17, 2026

By: Bill Collier

2nd by: Craig Christiansen

**PUBLIC HEARING
2027 TENTATIVE BUDGET**

RESOLVED, the Town Board of the Town of Catlin hereby sets a Public Hearing for October 8, 2026, at 7 pm at the Town Hall, Town of Catlin, concerning the 2027 Tentative Budget which may be adopted as the 2027 Preliminary Budget after any concerns are addressed within 5 days of the hearing being held. And also, directing Town Clerk to advertise for the foresaid Public Hearing.

2027 Proposed Salaries:	Supervisor - \$19,500.00
	Town Clerk - \$19,500.00
	Highway Superintendent - \$84,000.00
	Town Justice - \$10,000.00
	Board Members (4) - \$3,000.00/each

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NAYES: None

RESOLUTION 2026-99

September 17, 2026

By: Mike Koval

2nd by: Craig Christiansen

AUTHORIZING WILLIAMSON LAW BOOK TO MOVE ACCOUNTING/PAYROLL SOFTWARE

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Supervisor Phelps to sign a proposal authorizing Williamson Law Book to move accounting and payroll software from the bookkeeper's computer to a computer at the Town Hall at a rate of \$175.00 per hour, not to exceed 8 hours of work.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NAYES: None

RESOLUTION 2026-100; RECINDED September 24, 2026

September 22, 2026

By: Bill Collier

2nd by: Craig Christiansen

ACCEPTING BID FOR INTERIOR WORK OF COLD STORAGE BUILDING

WHEREAS, AJH Designs sought bids for the interior work of the Cold Storage Building, and

WHEREAS, four contractors submitted bids as follows for base, Alternative 1 and Alternative 2:

Williams Construction: \$382,861.00

Welliver: \$348,300.00

Kuehne Construction: \$351,200.00

Elmira Structures: \$355,000.00, and

WHEREAS, Superintendent Doan has worked with Elmira Structures in the past and has been satisfied with the work they have done, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Supervisor Phelps to enter into agreement with Elmira Structures for the interior work of the Cold Storage Building. This will include the base amount and both Alternative 1 and Alternative 2, not to exceed \$355,000.00.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NAYES: None

RESOLUTION 2026-101

September 24, 2026

By: Bill Collier

2nd by: Mike Koval

ACCEPTING BID FOR INTERIOR WORK OF COLD STORAGE BUILDING

WHEREAS, AJH Designs sought bids for the interior work of the Cold Storage Building, and

WHEREAS, four contractors submitted bids as follows for base, Alternative 1 and Alternative 2:

Williams Construction: \$382,861.00

Welliver: \$348,300.00

Kuehne Construction: \$351,200.00

Elmira Structures: \$355,000.00, and

WHEREAS, Welliver submitted the lowest bid, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby authorizes Supervisor Phelps to enter into agreement with Welliver for the interior work of the Cold Storage Building. This will include the base amount and both Alternative 1 and Alternative 2, not to exceed \$348,300.00.

CARRIED

AYES: Koval, Moshier, Collier

NAYES: None

Town Of Catlin Town Board Meeting Agenda

Oct. 8, 2026

Call the Meeting to Order 7:00 pm

Roll Call

Pledge of Allegiance / Moment of Silence

Public Hearing exceeding the 2% tax cap

Public hearing preliminary budget for 2027

Approval of Minutes Sept.17, Sept22, Sept24, resolutions Sept. 17,22,24 2026

Correspondence

Elmira City dog control contract

Chemung county, Chris Moss is proposal a county wide shared service for dog control

Motion to receive correspondence and place on file

Departmental Reports:

Highway Department Supervisor Town Clerk CEO Assessor Dog Sheriff

Motion to receive reports and place on file

Budget modification – no

Resolution authorizing payment of abstracts

2026

General- \$34,562.28	BVLD-\$328.34	H- \$24,790.24
Highway- \$16,778.92	BVWD- \$1333.83	

Beaver Valley Water

Old Business:

Williamson law transfer of software to town hall

CPE to install VPN for remote access to software

New business:

Updates to budget

Preliminary 2027 budget

Exceeding the 2% tax cap

Animal control – Southern Tier animal control

Highway employee agreement

Hearing of Public

Resolutions

Resolution to exceed the 2% tax cap for 2027 budget

Resolution accepting the 2027 preliminary budget

Resolution accepting highway employee agreement 2027- 2029

Executive session- no

Motion to Adjourn