

Town of Catlin
Regular Board Meeting Minutes
August 10, 2023

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

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

Pledge of Allegiance and Moment of Silence

Minutes:

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

CARRIED: ALL

Correspondence:

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

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

CARRIED: ALL

Departmental Reports:

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

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

CARRIED: ALL

Abstracts:

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

CARRIED: ALL

Beaver Valley Water District:

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

Old Business:

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

New Business:

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

Hearing of the Public:

Opened: 7:43pm

No one spoke.

Closed: 7:43pm

Resolutions:

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

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

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

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

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 23-87

August 10, 2023

By: LaVerne Phelps

2nd by: William Collier

ABSTRACTS

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

CARRIED: ALL

RESOLUTION 23-88

August 10, 2023

By: LaVerne Phelps

2nd by: Ron Moshier

2024 WESTERN STAR 49X

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

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

RESOLUTION 23-89

August 10, 2023

By: William Collier

2nd by: Mike Koval

CODE ENFORCEMENT OFFICER HOURS

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

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

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

CARRIED: ALL

RESOLUTION 23-90

August 10, 2023

By: LaVerne Phelps

2nd by: William Collier

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

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

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

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

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

CARRIED: ALL