

Town of Catlin
Regular Board Meeting Minutes
June 08, 2023

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

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

Minutes:

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

CARRIED: ALL

Presentation from Storm Water Coalition:

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

Correspondence:

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

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

CARRIED: ALL

Departmental Reports:

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

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

CARRIED: ALL

Budget Modification:

Regular Meeting, Town of Catlin, June 8, 2023

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

Abstracts:

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

Beaver Valley Water District:

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

Old Business:

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

New Business:

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

Hearing of the Public:

Open: 7:41pm

No one spoke.

Closed: 7:41pm

Resolutions:

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

Regular Meeting, Town of Catlin, June 8, 2023

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

CARRIED: ALL

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

CARRIED: ALL

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

CARRIED: ALL

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

CARRIED: ALL

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

CARRIED: ALL

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

CARRIED: ALL

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

CARRIED: ALL

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

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 23-71

June 8, 2023

By: William Collier

2nd by: Craig Christiansen

Budget Modification

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

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

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

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

CARRIED: ALL

RESOLUTION 23-72

June 8, 2023

By: LaVerne Phelps

2nd by: Ron Moshier

Abstracts

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

CARRIED: ALL

RESOLUTION 23-73

June 8, 2023

By: LaVerne Phelps

2nd by: William Collier

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

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

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

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

CARRIED: ALL

RESOLUTION 23-74

June 8, 2023

By: LaVerne Phelps

2nd by: Ron Moshier

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

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

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

CARRIED: ALL

RESOLUTION 23-75

June 8, 2023

By: William Collier

2nd by: Mike Koval

Elmira Animal Control

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

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

CARRIED: ALL

RESOLUTION 23-76

June 8, 2023

By: LaVerne Phelps

2nd by: William Collier

Standard Work Day and Reporting Resolution

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

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

CARRIED: ALL

RESOLUTION 23-77

June 8, 2023

By: William Collier

2nd by: Ron Moshier

Storm Water Contract 2023-2028

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

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

CARRIED: ALL

RESOLUTION 23-78

June 8, 2023

By: Mike Koval

2nd by: Craig Chirstiansen

APPOINTMENT OF PLANNING BOARD MEMBER

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

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

CARRIED: ALL

RESOLUTION 23-79

June 8, 2023

By: William Collier

2nd by: Craig Christiansen

CREDIT CARD ACCEPTANCE

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

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