

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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> 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; 2<sup>nd</sup> by Collier adjourning the meeting at 8:13am.

Respectfully submitted,

Yvonne M. Cutler  
Town Clerk

**RESOLUTION 24-70**

August 8, 2024

By: LaVerne Phelps

2<sup>nd</sup> 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

2<sup>nd</sup> 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

2<sup>nd</sup> 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	% Increase	Contract Total
2025	4%	\$110,193.20
2026	4%	\$114,600.93
2027	4%	\$119,184.97

**Tompkins Corners Proposed Contract - 3 Year**

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