

Town of Catlin
Regular Board Meeting Minutes
August 14, 2025

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

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

Pledge of Allegiance and Moment of Silence

Minutes:

Motion made by Collier; 2nd by Koval accepting Town Clerk's minutes for July 10, 2025, into records as submitted.

CARRIED: ALL

Correspondence:

- 2025 Aerial photo upgrade through Chemung County - \$500.
- NYS Aid payment of \$1733.00 – Temporary Municipal Assistance.
- Invitation to Tompkins Corners Fire Co. annual banquet on September 6, 2025.
- Becky Sims from RCAP presented on the Beaver Valley Water District and the need to replace the original water delivery system and the process and timeline for that. First step is to procure an engineering firm. Public meeting being held Tues. August 19, 2025.

Motion made by Christiansen; 2nd by Collier 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 – working on water district upgrades and budget items for 2026.
- Assessor – two sales in July.

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

CARRIED: ALL

Abstracts:

Motion for **Resolution 25-69** was made by Phelps; 2nd by Collier approving August 12, 2025, Abstract #8 vouchers for payment: General vouchers 177-200: \$25,918.90; Highway vouchers 95-113: \$24,138.68; BV Light District vouchers 14-15: \$349.62; and BV Water District vouchers 177-200: \$3,562.81; for a total of \$53,970.01.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Beaver Valley Water District:

- Rural Water did a system leak test on July 23, 2025, nothing found.
- Meeting being held August 19, 2025, for potential engineering companies at 9am.
- Lead and Copper testing done at 5 residences, all passed.
- Received a letter from Chemung County Health Department about an incident. A fitting leaked on the chlorine line, giving a zero reading. Town super chlorinated the pump cycle.
- Income survey being prepared for the BVWD residents to possibly receive grant funding for updating BVWD delivery system.

Old Business:

- Paul Chappius submitted a Public Mass Gathering Permit for a concert being held on his property on August 16, 2025.
- Clean Energy update on Highway Garage office. Alvin Janowski has been working on the project.

New Business:

- 2025 aerial photo upgrade – Chemung County asking for \$500/town. Added to 2026 budget.
- Peter Fleming – part time assistant code officer, about 10 hours per week at \$25 per hour during training, then increase to \$30 per hour.
- Matt Wead submitted letter of intent to be reappointed to Board of Assessment Review.

Hearing of the Public:

Opened: 7:40pm

No one spoke.

Closed: 7:40pm

Resolutions:

Motion for **Resolution 25-70** was made by Koval; 2nd by Moshier granting Paul Chappius, Jr.'s request to hold a Public Mass Gathering on August 16, 2025, at 185 Pine Valley Road in the Town of Catlin, Chemung County as per guidelines provided.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 25-71** was made by Phelps; 2nd by Collier hiring Peter Fleming as an assistant code enforcement officer at \$25 per hour until completion of code enforcement training and then increased to \$30 per hour after completion of code enforcement training.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion for **Resolution 25-72** was made by Phelps; 2nd by Collier appointing Matt Wead to another 5-year term on the Board of Assessment Review, beginning October 1, 2025, and ending September 30, 2030.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

Motion was made by Phelps; 2nd by Moshier adjourning the meeting at 7:42pm.

CARRIED: ALL

Respectfully Submitted,

Yvonne M. Cutler

RESOLUTION 25-69

August 14, 2025

By: LaVerne Phelps

2nd by: Bill Collier

ABSTRACTS

RESOLVED, the Town Board of the Town of Catlin hereby approves submitted August 12, 2025, Abstract #8 vouchers for payment: General vouchers 177-200: \$25,918.90; Highway vouchers 95-113: \$24,138.68; BV Light District vouchers 14-15: \$349.62; and BV Water District vouchers 177-200: \$3,562.81; for a total of \$53,970.01.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 25-70

August 14, 2025

By: Mike Koval

2nd by: Ron Moshier

**PUBLIC MASS GATHERING
AUGUST 16, 2025**

WHEREAS, the Town Board of the Town of Catlin received an application from Paul Chappius, Jr. for permission to hold a Public Mass Gathering on August 16, 2025, located at 185 Pine Valley Road in the Town of Catlin, Chemung County, and

WHEREAS, the Code Enforcement Officer of the Town of Catlin has inspected the site in which said gathering is to take place and given approval of said site, now, therefore, be it

RESOLVED, the Town Board of the Town of Catlin grants Paul Chappius, Jr.'s request to hold a Public Mass Gathering on August 16, 2025, at 185 Pine Valley Road in the Town of Catlin, Chemung County as per guidelines provided.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 25-71

August 14, 2025

By: LaVerne Phelps

2nd by: Bill Collier

PART-TIME ASSISTANT CODE ENFORCEMENT OFFICER

WHEREAS, the current Code Enforcement Officer is going to reduce the number of hours they are working for the Town of Catlin, and

WHEREAS, Peter Fleming has been working with current Code Enforcement Officer and intends to take the classes necessary to be a Code Enforcement Officer, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby hires Peter Fleming as an assistant code enforcement officer at \$25 per hour until completion of code enforcement training and then increased to \$30 per hour after completion of code enforcement training.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None

RESOLUTION 25-72

August 14, 2025

By: LaVerne Phelps

2nd by: Bill Collier

APPOINTMENT TO BOARD OF ASSESSMENT REVIEW

WHEREAS, Matt Wead was a member of the Board of Assessment Review whose term expires on September 30, 2025, and

WHEREAS, Mr. Wead has submitted a letter of intent to serve on the Board of Assessment Review for another term, therefore be it

RESOLVED, the Town Board of the Town of Catlin hereby appoints Matt Wead to another 5-year term on the Board of Assessment Review, beginning October 1, 2025, and ending September 30, 2030.

CARRIED

AYES: Koval, Moshier, Collier, Christiansen

NOES: None