

June 10, 2025

Regular Meeting

Minutes of a Regular Meeting of the Town Board of the Town of Southport held at the Southport Town Hall, 1139 Pennsylvania Avenue on June 10, 2025.

Members Present: Supervisor Joseph Roman, Council Members Daniel Hurley, Daniel Williams, Timothy Steed

Members Absent: Council Member Richard Mathews

Others Present: Attorney Kimberlee Balok-Middaugh, Code Enforcement Officer Peter Rocchi, Deputy Supervisor Kathleen Szerszen, Town Clerk Carolyn Renko, Deputy Town Clerk Marianne Schrom

The meeting was called to order by Supervisor Joseph Roman at 6:00 p.m., followed by the Pledge of Allegiance to the Flag of the United States of America.

Moment of Silence – Joseph Roman

Monthly Reports were received as follows:

Town Clerk Carolyn A. Renko

Town Clerk & Dog License Fees	\$ 2,076.89
Fitzsimmons Lot Sales	\$ 1,875.00
Funds Turned to State & County Agencies	<u>\$ 778.61</u>
	\$ 4,730.50

Code Enforcement

Building Permit Fees	\$ 1,836.20
Building Permit Values	\$ 348,271.00

City of Elmira Animal Control
Justice Office
Recreation/Aging/Youth Services
Residential Deputy
Supervisor's Report

Council Member Steed made a motion, Council Member Hurley seconded to accept the monthly reports as filed.

Under Correspondence, Council Member Williams stated the 36th Annual Pine City Street of Sales is Saturday, June 14, 2025, rain or shine.

Council Member Steed made a motion, Council Member Williams seconded to accept the minutes of May 13, 2025 Regular Meeting.

Under Public Comments, Agenda and Discussion Items only, Ira Manhoff from Dutch Hill Road commented on Discussion Item #1, Burr Consulting – Compensation Study.

RESOLUTION 85-2025

APPROVING ABSTRACT OF GENERAL FUND CLAIMS

Resolution by: Williams
Seconded by: Steed

RESOLVED, that the Abstract of General Fund Claims submitted by the Town Clerk for the month of June 2025, No. 207 through No. 276, not to exceed \$102,380.29, has been audited and approved for payment by this Town Board.

AYES: Hurley, Williams, Steed, Roman
NOES: None
ABSENT: Mathews
CARRIED.

RESOLUTION NO. 86-2025

APPROVING ABSTRACT OF HIGHWAY FUND CLAIMS

Resolution by: Hurley
Seconded by: Williams

RESOLVED , that the Abstract of Highway Fund Claims submitted by the Town Clerk for the month of June 2025, No. 94 to 112, not to exceed \$59,658.82, has been audited and approved from payment by this Town Board.

AYES: Hurley, Williams, Steed, Roman
NOES: None
ABSENT: Mathews
CARRIED.

RESOLUTION NO. 87-2025

APPROVING ABSTRACT OF FIRE FUND CLAIMS

Resolution by: Steed
Seconded by: Williams

RESOLVED, that the Abstract of Fire Fund Claims submitted by the Town Clerk for the month of June 2025, No. 10, not to exceed \$6,673.25, has been audited and approved for payment by this Town Board.

AYES: Hurley, Williams, Steed, Roman
NOES: None
ABSENT: Mathews
CARRIED.

RESOLUTION NO. 88-2025

ACCEPTING AUDIT OF INSERO & CO. FOR THE YEAR DECEMBER 31, 2024

Resolution by: Hurley
Seconded by: Steed

WHEREAS, the Town of Southport retained the services of Insero & Co., CPA's for the purpose of having that firm perform an audit of the Town's Departments for the year ending December 31, 2024.

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Southport does hereby acknowledge receipt of the audited statements of the Town as prepared by said firm, and directs that the same be placed on file in the Town Clerk's Office, and be it further

RESOLVED, that the Town Clerk is hereby authorized and directed to retain sufficient copies of this report as provided by law and to make the same available for public inspection.

AYES: Hurley, Williams, Steed, Roman
NOES: None
ABSENT: Mathews
CARRIED.

RESOLUTION NO. 89-2025

AUTHORIZING SUPERVISOR TO ENTER INTO A LAND USE AGREEMENT WITH PENNSYLVANIA AVENUE
UNITED METHODIST CHURCH

Resolution by: Steed
Seconded by: Hurley

WHEREAS, the Supervisor and Recreation Department have requested that the Town enter into an agreement with the Pennsylvania Avenue United Methodist Church to use a portion of their property as playing fields.

RESOLVED, that the Town Board of the Town of Southport in regular session duly convened, authorizes the Town Supervisor to enter into an Agreement with Pennsylvania Avenue United Methodist Church to use the rear portion of the church's property for playing fields and a parking area to be used in connection with the playing fields.

AYES: Hurley, Williams, Steed, Roman
NOES: None
ABSENT: Mathews
CARRIED.

RESOLUTION 90-2025

AUTHORIZING TOWN CLERK'S OFFICE TO CHARGE A FEE FOR NOTARY SERVICES

Resolution by: Steed
Seconded by: Williams

RESOLVED, that the Town Board of the Town of Southport hereby authorizes the Town Clerk's Office to charge a fee of TWO DOLLARS AND 00/100 (\$2.00) per person for non-residents of the Town of Southport, effective June 10, 2025.

AYES: Hurley, Williams, Steed, Roman
NOES: None
ABSENT: Mathews
CARRIED.

RESOLUTION NO. 91-2025

RATIFYING APPOINTMENT OF JAY HANSEN AS ALTERNATE SCHOOL TRAFFIC OFFICER

Resolution by: Williams
Seconded by: Hurley

RESOLVED, that pursuant to section 208-a of the General Municipal Law, as amended, Jay Hansen, be and he hereby is appointed Alternate School Traffic Officer, effective May 28, 2025, and that his duties be limited to acting Alternate School Traffic Officer and assisting at school crossings prior to the opening and closing of schools.

AYES: Hurley, Steed, Williams, Roman
NOES: None
ABSENT: Mathews
CARRIED.

RESOLUTION NO. 92-2025

BUDGET ADJUSTMENTS

Resolution by: Steed
Seconded by: Hurley

RESOLVED, that the Supervisor be and he hereby is authorized and directed to amend the following appropriations:

A4089 – Federal Aid Other (ARPA)	\$14,600.00	
A1620.21 – Building Equip. (ARPA)		\$14,600.00
A2115 – Planning Board Fees (Arbor Housing)	\$ 3,894.39	
A1440.41 – Engineering (Arbor Housing)		\$ 3,894.39

AYES: Hurley, Williams, Steed, Roman
NOES: None
ABSENT: Mathews
CARRIED.

RESOLUTION NO. 93-2025

BUDGET MODIFICATIONS

Resolution by: Steed
Seconded by: Williams

RESOLVED, that the following transfer of funds are as follows:

Budget lines to be Modified	Prior Approved Budget Amt.	Amount of Requested Increase/Decrease	Revised Budget Amt.	Reason for Budget Rev.
From: A1460.4 Records Mgmt.	\$ 2,000.00	\$ (2,000.00)		
To: A8810.1 Cemetery Per. Services	\$ 0.00	\$ 2,000.00	\$ 2,000.00	Cemetery Maint. Person on Payroll
From: A8540.44 Chapel Park Drainage Ditch	\$ 5,000.00	\$ (149.77)	\$ 4,850.23	
To: A8540.4 Drainage	\$ 39,000.00	\$ 149.77	\$ 39,149.77	Inc. in Chemung Cty. Stormwater Agreement

AYES: Hurley, Williams, Steed, Roman
NOES: None
ABSENT: Mathews
CARRIED.

Under Discussion was Burr Consulting, Compensation Study, which will be tabled until July.

Under Public Comments, Tina Moore who was calling in remotely questioned when the Town Board Meetings would be live streamed. Supervisor Roman stated this current meeting was the first one that was live but technical issues are still being worked on at this time.

Ira Manhoff from Dutch Hill Road commented on drainage issues from Chamberlain Street to St. Peter & Paul's Cemetery and the May Regular Meeting minutes.

Council Member Steed made a motion, Council Member Williams seconded to adjourn the meeting

The meeting was adjourned at 6:47 p.m.

Respectfully Submitted,

Carolyn A. Renko, Town Clerk