

February 10, 2026

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 February 10, 2026.

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

Others Present: Attorney Kimberlee Balok-Middaugh, Code Enforcement Officer Peter Rocchi, Deputy Town 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 – Supervisor Roman

**6:00 p.m. presentation by Mathew Burr, Burr Consulting**

Monthly Reports were received as follows:

Town Clerk Carolyn A. Renko

Town Clerk & Dog License Fees	\$ 1,577.00
Funds Turned to State & County Agencies	<u>\$ 1,676.50</u>
	\$ 3,253.50

Receiver of Taxes \$ 4,015,499.53

Code Enforcement

Fees Collected:	Building Permit Fees	\$ 691.00
	Building Permit Values	\$ 149,079.29
	Operating Permit Fees	\$ 100.00
	Logging Registration Fees	\$ 50.00
	Site Plan Fees	\$ 600.00

City of Elmira Animal Control  
Justice Office  
Recreation/Aging/Youth Services  
Residential Deputy

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

**2025 ANNUAL REPORT OF THE TOWN CLERK:**

NYS Dept. of Agriculture & Markets for Dog Licenses	\$ 1,420.00
NYS Dept. of Environmental Conservation (DEC) for Conservation Licenses	\$ 28,095.09
NYS Dept. of Health for Marriage Licenses	\$ 450.00
Supervisor for Dog License & Clerk Fees	\$ 21,943.41
Supervisor for Fitzsimmons Cemetery	<u>\$ 7,025.00</u>
SUBTOTAL	\$ 58,933.50

**RECEIVER OF TAXES:**

**Revenue**

	<u>Total Collected</u>	<u>Bounced Checks</u>	<u>Net Collected</u>
Taxes:	\$ 5,771,569.61	\$ 3,212.57	\$ 5,768,357.04
Penalty:	\$ 8,416.12	\$ 49.25	\$ 8,366.87
Surcharge/Interest	\$ 0.00	\$ 0.00	\$ 0.00
Notice Fees:	\$ 322.00	\$ 3.00	\$ 319.00
Duplicates & Overs:	\$ 0.00	\$ 0.00	\$ 0.00
Returned Check Fees:	\$ 0.00	\$ 0.00	\$ 0.00
<b>Totals:</b>	<b>\$ 5,780,307.73</b>	<b>\$ 3,264.82</b>	<b>\$ 5,777,042.91</b>
Plus Bank Interest Earned:			\$ 3,256.81
Minus Direct Payments:			<u>\$ (277,661.06)</u>
<b>Total Revenue:</b>			<b>\$ 5,502,638.66</b>

**Disbursements**

Total Refunded/Applied to Overpayments:	\$ 0.00	
Payments to Supervisor:	\$ 1,940,080.68	
Payments to County:	\$ 3,562,553.98	
Other Disbursements:	\$ 0.00	
Bank Service Charges:	\$ 0.00	
<b>Total Disbursements:</b>		<b>\$ 5,502,634.66</b>
Misc. Adjustments		\$ -4.00
<b>Bank Balance:</b>		<b>\$ 0.00</b>

**2025 FITZSIMMONS CEMETERY EXTENSION REPORT:**

21 graves were sold in 2025 for a total of \$7,025.00.

**CODE ENFORCEMENT OFFICER 2025 ANNUAL REPORT:**

Building Permit Fees:	\$ 24,090.16
Building Permit Values:	\$ 6,739,329.59
Operating Permit Fees:	\$ 3,200.00
Site Plan Fees:	\$ 1,200.00
Owner Paid Charges	\$ 325.00
Logging Registration Fees:	\$ 300.00

The following were issued and completed: 287 total building permits; 1 New Homes; 35 Fire Inspections/OP Permits; 35 Compliance Certificates; 136 Building Inspections; 39 Unlicensed Vehicles; 48 Garbage/Rubbish; 8 Vendor Cleaned up; 97 High Grass; 45 Vendor Mowed; 1 Burning Violation; 4 Swimming Pool Violation; 9 NYS and Misc. Violations; 6 Logging Registrations; 9 Site Plan Applications; 6,173 Miles Driven; 1,247 Complaints/Inquires.

**2025 YEAR END YOUTH SERVICES/RECREATION/SENIOR CITIZEN REPORT:**

Approximately 5,542 sign-in's/participants/users at the Chapel Park Community Center, including those who came to weekly and monthly activities, meetings, special events, elections, gatherings and rentals. The Chapel Park Community Center was rented 76 times for a total of \$10,650.00 (see attached).

**TOWN JUSTICE STEVEN MILFORD 2025 ANNUAL REPORT:**

Total Collected by Justice Milford	\$ 44,720.00
Amount Forwarded to Town of Southport Fiscal Officer	\$ 44,720.00
Bail Pending	\$ 1,801.00
Total Kept by the Town (both Judges)	\$ 25,784.00

**TOWN JUSTICE NICOLAS C. DEMUTH 2025 ANNUAL REPORT:**

Total Collected by Justice DeMuth	\$ 38,996.50
Amount Forwarded to Town of Southport Fiscal Officer	\$ 38,996.50
Bail Pending	\$ 3,700.00
Total Kept by the Town (both Judges)	\$ 25,784.00

Council Member Hurley made a motion, Council Member Williams seconded to accept the annual reports as filed.

Council Member Williams made a motion, Council Member Mathews seconded to accept the minutes of January 13, 2026. Steed – Abstain.

Under Public Comment, Agenda items only to include Resolutions & Discussion, no one wished to speak.

RESOLUTION NO. 42-2026

APPROVING ABSTRACT OF GENERAL FUND CLAIMS #14 OF 2025

Resolution by: Steed  
Seconded by: Hurley

RESOLVED, that the Abstract of General Fund Claims #14 of 2025, submitted by the Town Clerk, No. 648 through 650, not to exceed \$6,834.46, has been audited and approved for payment by this Town Board.

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

RESOLUTION NO. 43-2026

APPROVING ABSTRACT OF GENERAL FUND CLAIMS

Resolution by: Hurley  
Seconded by: Mathews

RESOLVED, that the Abstract of General Fund Claims submitted by the Town Clerk for the month of February 2026, No. 35 through 81, with the exception of No.'s 51, 52, 53, 56, 76, 77 and 78, not to exceed \$105,368.01, has been audited and approved for payment by this Town Board.

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

RESOLUTION NO. 44-2026

APPROVING ABSTRACT OF GENERAL FUND CLAIMS

Resolution by: Steed  
Seconded by: Williams

RESOLVED, that the Abstract of General Fund Claims submitted by the Town Clerk for the month of February 2026, No.'s 51, 52, 53, 56, 76, 77 and 78, not to exceed \$1,489.64, has been audited and approved for payment by this Town Board.

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

RESOLUTION NO. 45-2026

APPROVING ABSTRACT OF HIGHWAY FUND CLAIMS

Resolution by: Steed  
Seconded by: Hurley

RESOLVED, that the abstract of Highway Fund Claims submitted by the Town Clerk for the month of February 2026, No. 11 through 25, not to exceed \$67,491.56 has been audited and approved for payment by this Town Board.

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

RESOLUTION NO. 46-2026

APPROVING ABSTRACT OF LIGHT FUND CLAIM

Resolution by: Williams  
Seconded by: Mathews

RESOLVED, that the abstract of Light Fund Claim submitted by the Town Clerk for the month of February 2026, No. 1, not to exceed \$8,271.70, has been audited and approved for payment by this Town Board.

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

RESOLUTION NO. 47-2026

APPROVING ABSTRACT OF FIRE FUND CLAIMS

Resolution by: Hurley  
Seconded by: Williams

RESOLVED, that the abstract of Fire Fund Claims submitted by the Town Clerk for the month of February 2026, No. 4 through 7, not to exceed \$747,634.00, has been audited and approved for payment by this Town Board.

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

RESOLUTION NO. 48-2026

AUTHORIZING THE SUPERVISOR TO ENTER INTO AN AGREEMENT WITH NICHOLA OSTRANDER  
FOR THE POSITION OF COMMUNITY DEVELOPMENT SPECIALIST

Resolution by: Steed  
Seconded by: Mathews

RESOLVED, that the Supervisor of the Town of Southport hereby is authorized to enter into an agreement with Nichola Ostrander, an independent contractor who will serve as a Community Development Specialist for the Town of Southport.

RESOLVED, that this agreement shall run from February 10, 2026 to February 10, 2027. This agreement may be terminated by either party upon 30 days written notice to the other.

RESOLVED, that the Town Board agrees to compensation Nichola Ostrander in the amount not to exceed ONE HUNDRED TEN DOLLARS AND 00/100 (\$110.00) per hour for services rendered.

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

RESOLUTION NO. 49-2026

AUTHORIZING THE SUPERVISOR TO ENTER INTO AN AGREEMENT WITH CERTIFIED LAWN CARE FOR  
VEGETATION MANAGEMENT IN CHAPEL PARK WATERWAY AND BULKHEAD MEMORIAL

Resolution by: Williams  
Seconded by: Steed

WHEREAS, the Chapel Park Waterway and Bulkhead Memorial are in need of vegetation management, and

WHEREAS, Certified Lawn Care has submitted a proposal to provide a vegetation control plan in the Chapel Park Waterway and Bulkhead Memorial in April-May, June-July, August-September 2026 for a total of TWO THOUSAND EIGHT HUNDRED SIXTY-FIVE DOLLARS AND 00/100 (\$2,865.00).

NOW THEREFORE BE IT RESOLVED, that the Town Supervisor is hereby authorized and directed to enter into an agreement with Certified Lawn Care for vegetation management in the Chapel Park Waterway and Bulkhead Memorial, and be it further

RESOLVED, that this agreement be subject to the review and approval of the Attorney for the Town.

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

RESOLUTION NO. 50-2026

AUTHORIZING SUPERVISOR TO ENTER INTO AN AGREEMENT WITH NEWKIRK TURF CARE, LLC FOR VEGETATION MANAGEMENT OF BALL FIELDS AT CHAPEL PARK

Resolution by: Mathews  
Seconded by: Steed

WHEREAS, the ball fields at Chapel Park are in need of vegetation management, and

WHEREAS, Newkirk Turf Care, LLC has submitted a proposal to provide a vegetation control plan for the ball fields at Chapel Park in April, June, and August for a total of FIVE THOUSAND FIVE HUNDRED FIFTY DOLLARS AND 00/100 (\$5,550.00).

NOW THEREFORE BE IT RESOLVED, that the Town Supervisor is hereby authorized and directed to enter into an agreement with Newkirk Turf Care, LLC for vegetation management of ball fields at Chapel Park, and be it further

RESOLVED that this agreement be subject to the review and approval of the Attorney for the Town.

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

RESOLUTION NO. 51-2026

AUTHORIZING SUPERVISOR TO ENTER INTO AN AGREEMENT WITH THE COUNTY OF CHEMUNG TO PROVIDE A RESIDENT SHERIFF'S DEPUTY FOR THE TOWN

Resolution by: Hurley  
Seconded by: Steed

WHEREAS, the Chemung County Sheriff's Office has proposed that the Town of Southport enter into an agreement with the County of Chemung to provide a full-time resident Sheriff's Deputy to the Town of Southport, for the sum of NINETY-SEVEN THOUSAND DOLLARS AND 00/100 (\$97,000.00) (\$24,250.00 quarterly less \$3,000 per quarter for the provision by the Town of office space, and necessary equipment); for the time period January 1, 2026 through December 31, 2026.

WHEREAS, the Sheriff's Deputy will be an employee of the Chemung County Sheriff's Office but will be available at dates and times determined by the Town of Southport, and

WHEREAS, the Chemung County Sheriff's Office will supply all uniforms and equipment required for the Resident Deputy.

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Southport in regular session duly convened, authorize the Town Supervisor to enter into an Agreement with the County of Chemung to provide one full-time resident Sheriff's Deputy to the Town of Southport, for the sum of NINETY-SEVEN THOUSAND DOLLARS AND 00/100 (\$97,000.00), (\$24,250.00 quarterly less \$3,000 per quarter for the provision by the Town of office space, and necessary equipment); for the time period January 1, 2026 through December 31, 2026, and be it further

RESOLVED, that this Agreement is contingent upon approval by the Chemung County Legislature.

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

RESOLUTION NO. 52-2026

RECOGNIZING JOHN S. WOOD FOR HIS DEDICATED YEARS OF SERVICE AS A VOLUNTEER FIREFIGHTER

Resolution by: Williams  
Seconded by: Mathews

WHEREAS, John S. Wood began his service with the Southport Volunteer Fire Department on October 1, 1975; and

WHEREAS, these volunteers not only give of their time to respond to emergencies, but they also commit themselves to hours of training in order to better serve the public in their time of need; and

WHEREAS, John S. Wood has exemplified all the attributes of a selfless human being, foregoing his own wants, needs and desires in order to serve the residents and businesses of the Town of Southport, and

WHEREAS, this year John S. Wood is celebrating 50 years of service with the Southport Volunteer Fire Department.

NOW THEREFORE BE IT RESOLVED, I, Joseph Roman, Supervisor of the Town of Southport, on behalf of the Southport Town Board and the citizens of the community, do hereby commend and thank John S. Wood for his outstanding and faithful service to the Southport Volunteer Fire Department and the Town of Southport.

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

RESOLUTION 53-2026

RATIFYING ACCEPTANCE OF RESIGNATION OF KENT COLLIER AS AN ALTERNATE MEMBER OF THE  
TOWN OF SOUTHPORT ZONING BOARD OF APPEALS

Resolution BY: Hurley  
Seconded by: Steed

WHEREAS, Kent Collier has submitted his letter of resignation as an Alternate Member of the Town of Southport Zoning Board of Appeals, effective January 16, 2026.

NOW THEREFORE BE IT RESOLVED, that this Town Board hereby accepts the resignation of Kent Collier as an Alternate Member of the Town of Southport Zoning Board of Appeals.

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

Resolution #14, Amending quote of Quality Lighting Systems, Inc. for solar lights at the pickle ball courts at Chapel Park, will be tabled until the March meeting.

Under Discussion was Recommendation from Town of Southport Zoning Board of Appeals to actively seek an Alternate Member. Supervisor Roman stated the Board will look into finding some candidates.

Next under Discussion was scheduling a workshop meeting to discuss salary study, Goodwin Park Splash Pad, Chapel Park Community Center Fees, Employee Handbook and Fairway/Phoenix Sewer Phoenix.

Lastly under Discussion was Cherry Lane Park, in which Supervisor Roman gave the latest update.

Council Member Mathews stated the spring Newsletter will be released in April and available on the Town of Southport website.

Under Public Comments, Tina Moore from 1173 Sherman Avenue commented on links for past Town Board Meetings on the website and Cherry Lane Park.

Ira Manhoff from 834 Dutch Hill Road had a suggestion for a specific news article in the Town of Southport Newsletter.

Jimmy Russell from Allen Street called in remotely and commented on Cherry Lane Park.

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

The meeting was adjourned at 7:05 p.m.

Respectfully Submitted,

Carolyn A. Renko, Town Clerk