

**May 8, 2023**  
**PERRYSBURG TOWN BOARD MEETING AGENDA**  
**PLEASE TURN OFF CELL PHONE RINGER**

---

**Call to Order with Pledge to the Flag**

**Good of the Community**

**Public Comments/Questions** - to address the Town Board at meetings, the form must be completed & given to the Town Clerk prior to the Board Meeting. \*You are invited to stay for the duration of the meeting or quietly exit at this time

- Jody Shaw – representing Versailles Cemetery Association

**Minutes of the previous Town Board meeting**

**Reports:**

1. Code Enforcement Report
2. Assessor Report
3. Water Department Report
4. Sewer Department Report
5. Highway Superintendent Report
6. Justice Report
7. Dog Control Officer Report
8. Town Clerk / Tax Collector Report
9. Supervisor Report

**Correspondence**

**Old business**

- West Perrysburg Cemetery mowing
- Update Board of Ethics

**New business**

- IT sales quote from Acme Business

**Board Member comments**

**Audit of Claims**

**Motion to adjourn**

# Town of Perrysburg Board Meeting

## ANY PERSON WHO WOULD LIKE TO ADDRESS THE TOWN BOARD THIS EVENING

- All requests are at the discretion of the Town Board
- Must complete the bottom portion of this notice & give completed form to the Town Clerk PRIOR to the Board Meeting
- If you have a handout to be given to Town Board members - The handout is to be given to the Town Clerk PRIOR to the meeting for distribution to the Board Members
- Should the Board accept this request, you will be given an opportunity during the Public Comment/Question segment of the Agenda to address the Town Board for no more than 2 minutes

NAME:

Jody L. STAW

ADDRESS:

12591 Wardtown Rd.

Perrysburg

E-MAIL:

jodylee3830@gmail.com

PHONE #:

716 485-8234

### NATURE OF REQUEST TO COMMENT

AGENDA ITEM:

Verisearch Cemetery Association

NON-AGENDA ITEM:

DATE OF MEETING:

5-1-2023

RECEIVED BY TOWN CLERK:

5-1-23

## Perrysburg Town Board

Minutes of the Regular Monthly Meeting of the Town Board, Town of Perrysburg, Cattaraugus County, NY, April 10, 2023 at the Town Hall

**PRESENT:** Dennis Parker, Town Supervisor • Randy LaChausse, Councilman • Michael Sternisha, Councilman • Christopher Trybus, Councilman • Dan York, Councilman

**ALSO PRESENT:** Tamara A Utley, Town Clerk  
Dan Stang, Highway Supt.  
Jim Musacchio, Town Attorney (until 7:20 pm)  
Marlene Graff  
Tim Mesch  
Dave Swift

---

Supervisor called the meeting to order at 7:00 p.m. with the Pledge of Allegiance

**GOOD OF THE COMMUNITY:** none

**PUBLIC COMMENTS/QUESTIONS:** none

**MINUTES OF THE PREVIOUS MEETING:** Motion by Councilman Sternisha, second by Supervisor Parker to accept the March meeting minutes as submitted

STERNISHA – AYE PARKER – AYE LACHAUSSE – AYE  
TRYBUS – AYE YORK - AYE

### REPORTS:

**Building & Code Enforcement Officer:** Completed eleven inspections and issued one permit for thirty-five dollars (\$35)

**Assessor's Report:** 2023 exemption deadline was March 1st; Notice of Completion of Tentative Assessment Roll displayed on the Town Hall bulletin board and published in the Town's official newspaper; Informal Assessment Reviews on March 14 & 28 were very successful with a total of thirty four (34) property owners attending. Everyone that submitted an Informal Assessment Review Application will be notified of the Assessor's determination the first week of May. Those still not satisfied with their assessment can grieve it with the Board of Assessment Review at the Town Hall on June 7<sup>th</sup> from 4-8pm. The required form, RP-524, is available online, at the assessor's office and at the Town Hall. There were eight (8) property transfers in February

**Water Dept. Report:** Completed first quarter meter readings, working on a few meters, finding broken remotes; Central District chlorine levels a little high but water dept. monitoring and are leveling out

**Sewer Report:** Dunkirk Electric still has two of the Town's pumps in for repair, Dan Stang reported that he will contact them as a reminder; still have one spare for each pit

**Highway Supt. Report:** Cold patching where needed; started brooming streets; cutting trees after the wind storm; roadside winter clean up started; new truck came in and currently is in Watertown at the equipment dealer; two trucks half way tore apart from winter; there were downed electric lines during the wind storm - just a strong reminder to stay away from downed wires and call electric company

**Justice Report:** Justice Dankert closed twenty-two (22) V/T cases, one (1) Penal Law case and one (1) animal control case; Total reported to State Comptroller is \$3721

**Dog Control Officer's Report:**

March

- found two (2) puppies about six weeks old on Versailles near Van Vleck & took to a rescue; owner from Lincoln Street claimed the stray picked up on Main Street; sent ten (10) delinquent license notices

April

- two (2) stray dogs running in Versailles; repeat offender claimed stray picked upon Main Street

**Town Clerk Report:** Collected \$983.25 for the month of March; \$347.05 was the town portion paid to the Supervisor. The Town Clerk's office will be closed Monday, April 24 & Tuesday, April 25<sup>th</sup> as the Clerk will be attending training at the NYS Town Clerk Conference

**Tax Collector Report:** For the month of March, received \$92,190.57 in taxes and \$1,815.68 in interest payments. The Cattaraugus County Treasurer was paid a final payment of \$142,108.40 and the unpaid taxes have been returned to the Treasurer's office

**Supervisor's Report:** financial report prepared by Bahgat & Laurito-Bahgat is on file in the Town Clerk's office

**OLD BUSINESS**

- Town Board performed audit of the Supervisor's books
- Board of Ethics needs to be updated – Randy LaChausse and Dave Swift expressed interest in serving – table until next month
- Following discussion about dog license fees, it was decided that the fees will remain the same: \$5.00 (spayed/neutered) and \$13.00 (unspayed/neutered)

**RESOLUTION #12 OF 2023 - BUDGET MODIFICATION**

Motion by Councilman LaChausse, second by Councilman York to introduce resolution #12 of 2023 to modify the 2023 adopted budget by increasing Revenue Line A3800 State Aid JCAP Grant by \$18,260 and Increasing Expenditure Line A1110.2 Justices Equipment by \$18,260 to reflect JCAP grant awarded to town

LACHAUSSE – AYE YORK – AYE PARKER – AYE  
 STERNISHA – AYE TRYBUS - AYE

**BOARD MEMBER COMMENTS**

- Councilman York reported that he attended a “Powers & Duties” remote training session sponsored by Southern Tier West – if anyone is interested in getting a copy of the PDF, Councilman York will provide it
- Councilman LaChausse will not be at next month’s Town Board meeting
- Supervisor Parker asked if a Board member will not be attending a monthly Board meeting, please notify someone in advance

**ABSTRACT #4 of 2023, Vouchers #129 – 168 – Audit of Claims**

General Fund Townwide	A	\$ 8,760.22		
Highway Fund Townwide	DA	\$ 13,695.77		
Gowanda Prospect St. Water	GW	\$ 8,178.54		
Capital Projects Fund	H	\$ -		
Central Water	PW	\$ 3,436.51		
Fire Protection District	SF	\$ 2,500.00		
Street Lighting	SL	\$ 384.50		
Special Residential	SR	\$ 403.45		
Special Sewer	SS	\$ 2,097.59		
Versailles Water	VW	\$ 741.62		
Total:		\$ 40,198.20		

Totals from each fund were read by the Town Clerk. Motion by Supervisor Parker, second by Councilman Sternisha to pay all audited vouchers

PARKER – AYE STERNISHA - AYE LACHAUSSE- AYE  
 TRYBUS – AYE YORK- AYE

7:37 pm - Motion by Councilman Sternisha to adjourn

Respectfully Submitted,

---

Tamara A. Utley, Town Clerk



# Permit Monthly Report

04/01/2023 - 04/30/2023

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
<b>April</b>	<b>2023</b>					
BP2023-0007	04/19/2023	Kearsten Pipkins	Fence	10675 Prospect St SBL#: 8.082-1-4	\$1,000.00	\$35.00
<b>Description of Work:</b>						
170 lf of 4' tall chain link fence to close in back yard						
BP2023-0008	04/19/2023	Thomas Militello	Assessory Structure	10527 Maltbie Rd SBL#: 8.004-2-9	\$7,100.00	\$50.00
<b>Description of Work:</b>						
384 sq ft 24'x16' metal building						
<b>April 2023 Total:</b>					<b>\$8,100.00</b>	<b>\$85.00</b>
<b>Reporting Period Total:</b>					<b>\$8,100.00</b>	<b>\$85.00</b>



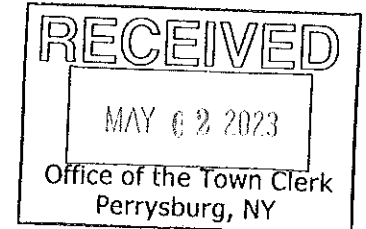
# CATTARAUGUS COUNTY REAL PROPERTY SERVICES

207 Rock City Street, Suite 101 • Little Valley, New York 14755 • (716) 938-2224 • Fax (716) 938-2758

Katie Harrington, Assessor

Assessor@cattco.org

TO: Town of Perrysburg Supervisor & Board  
FROM: Cattaraugus County Assessor  
DATE: May 8, 2023  
RE: Monthly Report for April



The April report is as follows:

- Informal Assessment Review Applications were reviewed in April. Only 5% of Perrysburg property owners contacted us about their new assessments. Of that 5%, 62% provided information that justified lowering their assessments.
- Those still not satisfied with their assessment can grieve it with the Board of Assessment Review at the Town Hall on June 7 from 4:00 PM to 8:00 PM. The required form RP-524 is available online, at the Assessor's Office, and at the Perrysburg Town Hall.
- The Assessing Office has corresponded with several property owners about their assessments, tax bills, and exemptions.
- There were two property transfers in March. However, these cannot be added to our system until July 1. In the meantime, you can find more information about these sales here:

<https://www.cattco.org/real-property-and-gis/sales>

Thank you.

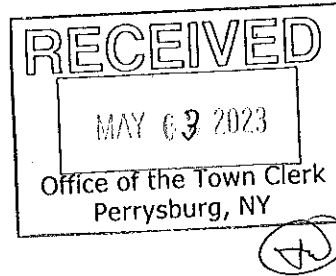
**END OF REPORT**



# Perrysburg Town Court

*Tammy*

Hon. Lori A. Dankert  
Town Justice



10460 Peck Hill Road  
PO Box 244  
Perrysburg, NY 14129  
Phone - 716-532-4910  
Fax - 716-532-4910

DATE: May 2, 2023

TO: Dennis Parker, Town Supervisor  
Town Board Members

FROM: Hon. Lori A. Dankert *Lori A. Dankert*

SUBJECT: Monthly Report of the Justice Court

This letter is to inform you of my monthly report totals for the month of April 2023.

Please note that this is a breakdown of CLOSED and reported cases to the Office of the State Comptroller for April 2023. This list DOES NOT include new cases assigned for the current month, dismissed cases, or repaired/dismissed tickets.

**Vehicle and Traffic Law - 19 cases**  
**Penal Law - 1 case**  
**Animal Control - 1 case**  
**Total Reported to State Comptroller - \$2713.00**

If you have any questions, please feel free to contact me.

/lad

cc: File

## **Town Clerk/Tax Collector Report for May 8, 2023 Board Meeting**

### **Town Clerk Report**

The Town Clerk collected \$1,569 for the month of April. \$360.56 was the town portion paid to the Supervisor.

I would like to take this opportunity to thank the Town Board for allowing me the opportunity to attend the NYS Town Clerk Conference in Syracuse. The Association of Towns attorney's presented a General Session Hot Topics program, the NYS Department of Health was there to provide us with a class on Marriages Laws & the new one day marriage officiant registration law, along with a class for those of us who are registrars on death & marriage records just to name a few.

Each year, the NYS Town Clerk's Association (NYSTCA) honors one of its members who has exhibited a high degree of professionalism in his/her office and who has contributed toward the NYSTCA purpose of promoting the educational and professional development of Town Clerks; the HIGHLIGHT of this year's Conference was the announcement that Susan Koch, Little Valley Town Clerk was honored as the 2023 NYS Town Clerk of the Year. What an honor to have Cattaraugus County represented for this prestigious honor – Congratulations to Suel!

Account#	Account Description	Fee Description	Qty	Local Share
	Certified Copies	Certified Copies	2	20.00
	Marriage License	Marriage License	1	9.50
	town share	\$10.00	22	13.20
		\$5.00	4	1.20
		30.00	14	25.20
		<b>Sub-Total:</b>		<b>\$69.10</b>
A1255	Conservation	Conservation	8	13.46
		<b>Sub-Total:</b>		<b>\$13.46</b>
A1411	E-Z Pass Sales	E-Z Pass	1	25.00
		<b>Sub-Total:</b>		<b>\$25.00</b>
A2544	Dog Licensing	Female, Spayed	24	96.00
		Female, Unspayed	2	20.00
		Male, Neutered	5	20.00
		Male, Unneutered	3	30.00
		<b>Sub-Total:</b>		<b>\$166.00</b>
A2590	Building Permit	Building Permit	2	85.00
		<b>Sub-Total:</b>		<b>\$85.00</b>
A2770	Misc	Misc	8	2.00
		<b>Sub-Total:</b>		<b>\$2.00</b>

**Total Local Shares Remitted: \$360.56**

Amount paid to: County Share	620.40
Amount paid to: NYS Ag. & Markets for spay/neuter program	44.00
Amount paid to: NYS Environmental Conservation	521.54
Amount paid to: State Health Dept	22.50

**Total State, County & Local Revenues: \$1,569.00**

**Total Non-Local Revenues: \$1,208.44**

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Tamara A Utley, Town Clerk, Town of Perrysburg during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

_____ Supervisor	_____ Date	_____ Town Clerk	_____ Date
---------------------	---------------	---------------------	---------------