

02/16/2024
10:01:35

Town of Romulus
Detail of Other Revenue Transactions
For the period 01/01/2024 through 01/31/2024

Type	Date	Comment	Name	Quantity	Fee
BLDG	BUILDING PERMIT				
1.BLDG	01/11/2024	DAVID PATRICK CONSTRUCTION	MICHELLE HUMULOCK	1	40.00
2.BLDG	01/12/2024	SHED CONTRACTOR SAUDERS	SPRING MEADOWS	1	40.00
3.BLDG	01/29/2024	01-1-10.2 TAX MAP	THOMAS & KAITLYN LUTZ	1	40.00
				3	120.00
CC	CERTIFIED COPIES				
4.CC	01/03/2024	DEATH CERTI	COVERT FUNERAL HOME	3	30.00
5.CC	01/09/2024	MARRIAGE CERTICATES	EBONY MCDUFFIE	2	20.00
6.CC	01/11/2024	FIVE COPIES SENT	MCGUIGAN FUNERAL HOUSE	5	50.00
7.CC	01/12/2024	JAMES ALLEN HICKS	COVERT FUNERAL HOME	6	60.00
				16	160.00
Total Sales				19	280.00

NYS Department of Agriculture and Markets
Spay and Neuter
PO Box 975
Albany, NY 12201-0975

Month of Submission: JANUARY, 2024
County: Seneca Town of Romulus
TCV Code: 4506 Seneca Romulus
Prepared by: Jane Braunig, Town Clerk
Date Prepared: FEBRUARY 16, 2024

State of New York
Department of Agriculture and Markets
Spay and Neuter
PO Box 975, Albany, NY 12201-0975

ANIMAL POPULATION CONTROL PROGRAM SUBMISSION

Submit by the 5th of the month covering activities
of the preceding month.

LICENSE TYPES AND FEES COLLECTED	Unspayed/Unneutered - Four months of age or older
Spayed and Neutered Dogs	\$1.00 ea = \$1.00
Unspayed and Unneutered Dogs	\$3.00 ea = \$3.00
TOTAL AMOUNT REMITTED	\$4.00
Check Number:	

Month Reported: JANUARY, 2024

County: Seneca

Code: 45

Town of Romulus

Code: 06

Prepared by: Jane Braunig, TOWN CLERK

Date Prepared: FEBRUARY 16, 2024

Dog License Monthly Report

Original ID Dog Licenses sold	<u>2</u>
Original Purebred License sold	<u>0</u>
Dog License Renewals sold	<u>0</u>
Purebred License Renewals sold	<u>0</u>
Total sold	<u>2</u>

LICENSE TYPES AND FEES COLLECTED	<u>Quantity</u>	<u>Local Fees</u>	<u>Surcharge Fees</u>
Spayed and Neutered Dogs	<u>1</u>	\$9.00 ea <u>9.00</u>	\$1.00 ea <u>1.00</u>
Unspayed and Unneutered Dogs	<u>1</u>	\$18.00 ea <u>18.00</u>	\$3.00 ea <u>3.00</u>
Exempt - Seeing Eye, War, Police	<u>0</u>	<u>No Fee</u>	<u>0.00</u>
Purebred License (1-10 dogs) Spayed & Neutered	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Purebred License (1-10 dogs) Unspayed & Unneutered	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Purebred License (11-25 dogs) Spayed & Neutered	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Purebred License (11-25 dogs) Unspayed & Unneutered	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Purebred License (26+ dogs) Spayed & Neutered	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Purebred License (26+ dogs) Unspayed & Unneutered	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Total licenses sold	<u>2</u>	<u>27.00</u>	<u>4.00</u>

REPLACEMENT AND PUREBRED TAG ORDERS

Replacement Tags	<u>0</u>	<u>0.00</u>
Purebred Tags	<u>0</u>	<u>0.00</u>
Total tags sold	<u>0</u>	<u>0.00</u>

DISBURSEMENTS

Paid to Supervisor	<u>\$27.00</u>
Paid to NYS Animal Population Control Program	<u>\$4.00</u>

Monthly Report of Marriage Licenses Issued

SEE INSTRUCTIONS AT BOTTOM OF PAGE

Report for the month of <u>JANUARY</u> <u>2024</u>	Do not write in this area	DEP. NO. _____
City or Town of <u>ROMULUS</u>		\$ _____
County of <u>Seneca</u>		CHECK # _____

Licenses numbered from 24 to 24 inclusive. # of Military Exemptions: _____

*If only ONE license was issued, place license number in both spaces. # of Skipped Licenses: _____

*If NO licenses were issued, write "NONE" in both spaces. # of Voided Licenses: _____

Pursuant to the provisions of Section 15 of the Domestic Relations Law, I herewith transmit to the State Commissioner of Health a fee of twenty-two dollars and fifty cents for each marriage license issued by me during the month covered by this report.

Make remittance by CHECK or MONEY ORDER payable to the State Department of Health DO NOT SEND CASH Amount of remittance with this report \$ <u>22.50</u>	Name of City or Town Clerk (Please type or print)	
	<u>Jane Braunig</u>	
	Signature of City or Town Clerk	Date
	_____	<u>02/16/2024</u>
Mailing Address		
<u>1435 Prospect St, PO Box 177</u>		
<u>Willard NY</u>		Zip <u>14588</u>
E-mail Address		Phone
<u>town.clerk@romulustown.com</u>		<u>(607) 869-9326</u>

INSTRUCTIONS

This Monthly Report of Marriage Licenses issued must be submitted to the New York State Department of Health at the above address for each month whether or not any licenses were issued. If no licenses were issued, indicate NONE in the spaces provided for license numbers.

The issuance of a marriage license makes you responsible for the remittance fee of \$22.50 whether or not the marriage ceremony is ever performed. An exception to the mandatory remittance is when either of the parties applying for such license is a member of the armed forces of the U.S. on active duty.

Marriage licenses must be numbered and reported consecutively throughout the year starting with number 1 at the beginning of EACH calendar year.

Pursuant to the authority of Section 19 of the New York State Domestic Relations Law, the Commissioner of Health has directed that this report, together with any fee, be transmitted to the State Department of Health by the 15th of the month following the month which the report covers.

New York State Domestic Relations Law Section 22 provides that any Town or City Clerk who violates or fails to comply with any of the above mentioned reporting requirements, shall be deemed guilty of a misdemeanor and shall pay a fine not exceeding the sum of one hundred dollars on a conviction thereof.

TOWN CLERK'S MONTHLY REPORT

JANUARY, 2024

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DISBURSEMENTS

PAID TO SUPERVISOR FOR GENERAL FUND	<u>204.50</u>
PAID TO SUPERVISOR FOR PART TOWN FUND	<u>120.00</u>
PAID TO NYS ANIMAL POPULATION CONTROL PROGRAM	<u>4.00</u>
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES	<u>22.50</u>
TOTAL DISBURSEMENTS	<u>351.00</u>

FEBRUARY 16, 2024

_____, SUPERVISOR
David Hayes

STATE OF NEW YORK, COUNTY OF SENECA, TOWN OF ROMULUS

I, Jane Braunig, being duly sworn, says that I am the Clerk of the Town of Romulus that the foregoing is a full and true statement of all Fees and moneys received by me during the month above stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

Town Clerk

TOWN CLERK'S MONTHLY REPORT

TOWN OF ROMULUS, NEW YORK

JANUARY, 2024

TO THE SUPERVISOR:

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Pursuant to Section 27, Subd 1 of the Town Law, I hereby make the following statement of all fees and moneys received by me in connection with my office during the month stated above, excepting only such fees and moneys the application and payment of which are otherwise provided for by Law:

A1255				
	<u>1</u>	MARRIAGE LICENSES	NO. 24-01 TO 24-01	<u>17.50</u>
	<u>16</u>	CERTIFIED COPIES		<u>160.00</u>
			TOTAL TOWN CLERK FEES	177.50
<hr/>				
A2544				
	<u>2</u>	DOG LICENSES		<u>27.00</u>
			TOTAL A2544	27.00
<hr/>				
B2115				
	<u>3</u>	BUILDING PERMIT		<u>120.00</u>
			TOTAL B2115	120.00
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02/16/24
09:56:03

Town of Romulus
Cash Book Transactions
For the period 01/01/24 through 01/31/24

Total: \$351.00

Deposited:

Date	Name	Description	DEC	DL	ML	BL/GCL	Other
01/02/24	ANDREWS, KATHY	0000294/FU Dead					
01/02/24	JARED KERRI VEEDER HOYT	0001103/MU ORIGINAL		21.00			
01/03/24	COVERT FUNERAL HOME	CERTIFIED COPIES DEATH CERTI					30.00
01/09/24	EBONY MCDUFFIE	CERTIFIED COPIES MARRIAGE CERTICATES					20.00
01/11/24	MICHELLE HUMULOCK	BUILDING PERMIT DAVID PATRICK CONSTRUCTI					40.00
01/11/24	MCGUIGAN FUNERAL HOUSE	CERTIFIED COPIES FIVE COPIES SENT					50.00
01/12/24	SPRING MEADOWS	BUILDING PERMIT SHED CONTRACTOR					40.00
01/12/24	COVERT FUNERAL HOME	CERTIFIED COPIES JAMES ALLEN HICKS					60.00
01/12/24	WILLIAMS-SMITH	MARRIAGE LICENSE 24-01			40.00		
01/29/24	LAVINE, LORI	0001104/FS ORIGINAL		10.00			
01/29/24	THOMAS & KAITLYN LUTZ	BUILDING PERMIT 01-1-10.2 TAX MAP					40.00

Total:	\$351.00	0.00	31.00	40.00	0.00	280.00
Deposit Amount:	\$351.00					
<i>Cash:</i>	<i>\$151.00</i>					
<i>Checks:</i>	<i>\$200.00</i>					
Credit Card Amount:	\$0.00					



TOWN OF ROMULUS

Minutes, Town Board — Wednesday, December 20, 2023, at 6:00PM

1. Call to Order at 6:00PM
2. Roll Call — Bennett, Hayes, Joslyn, Warne, and Councilwoman Collinsworth were present. There was a quorum.
3. Pledge of Allegiance and a Moment of Silence.
4. Chairman of the Seneca County Planning board was here to present a program to the board to help with the understanding of the changing of agriculture districts numbers and when it could be done.
5. Approval of Previous Meeting minutes
Motion by Councilman Michael Joslyn
Seconded by Councilman Tim Warne
Motion approved.
6. Communication
Monthly Charter report
6. Planning Board ---Janet Lynch stated that the Planning Board had a working meeting with committee members for short term rental being discussed at their last meeting. Tom Bouchard is the head of this committee, and she allowed him to explain where they were in this matter. Tom thinks that he should have a draft copy for the board before the next meeting. Councilman Michael Joslyn informed Tom that he has had plenty of time in this matter and that the Board EXECTS this report by next meeting.
7. Highway Supervisor—He submitted his written report for all to read. So far, all equipment is up to date and not broken.
8. Supervisor — Supervisor discussed the fact that the contractor putting in water on main street is finished at this time. They will work as the weather allows and plans to return this spring to finish up main street so that the street can be finally paved in 2025.
9. Town Clerk (Reports and Approval) — Motioned by Councilman Joslyn made a motion, and it was seconded by Councilwoman Meledy Collinsworth, accepted unanimously.
10. Resolutions
Number Description

23-071

Motioned by Supervisor Hayes

Seconded by Councilman Mike Joslyn

Motion Approved

23-074 Budget transfers

This resolution will be handled at the Closeout meeting at the end of the month.

23-075 Verification of Payables

Motion by Supervisor Hayes

Seconded My Councilman Michael Joslyn

Motion approved.

23-076 Authorize Supervisor to sign Code RED Agreement

Motion by Supervisor Hayes

Seconded By Councilman Michael Joslyn

Motion Approved

23-077 Encumber ARPA Funds for the Willard Water Project

Motion By Supervisor Hayes

Seconded By Councilman Michael Joslyn

Motion Approved

Re-organization Meeting is scheduled for January 2nd, 2024, at 1730, (5:30)

The meeting was adjourned by 1910 (7:10) pm. Next meeting is scheduled for January 17th 2024 at 6pm at the Romulus Town Hall.

Jane Braunig

Jane Braunig

Romulus Town Clerk

607-869-9326