

# TOWN CLERK'S MONTHLY REPORT

TOWN OF MENDON, NEW YORK

DECEMBER, 2023

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:

<b>A1255</b>			
<u>7</u>	DECALS	<u>15.86</u>	
<u>1</u>	MARRIAGE LICENSES NO. 23039 TO 23039	<u>17.50</u>	
<b>TOTAL TOWN CLERK FEES</b>			<b>33.36</b>
<b>A2544</b>			
<u>10</u>	DOG LICENSES	<u>60.00</u>	
<b>TOTAL A2544</b>			<b>60.00</b>
<b>B2115</b>			
<u>1</u>	P B APP SITE PLAN	<u>350.00</u>	
<u>1</u>	P B PUBLIC HEARING	<u>100.00</u>	
<u>4</u>	P B ATTY REV ADD LOT	<u>100.00</u>	
<b>TOTAL B2115</b>			<b>550.00</b>
<b>B2555</b>			
<u>7</u>	BUILDING PERMIT	<u>1,274.60</u>	
<b>TOTAL B2555</b>			<b>1,274.60</b>
<b>B2590</b>			
<u>2</u>	BURN PERMIT	<u>50.00</u>	
<b>TOTAL B2590</b>			<b>50.00</b>
<b>B2770</b>			
<u>2</u>	ENGINEERING FEE	<u>652.07</u>	
<u>2</u>	ENG REV ADV SITE PLN	<u>1,400.00</u>	
<b>TOTAL B2770</b>			<b>2,052.07</b>
<b>B2771</b>			
<u>1</u>	EPOD (SMALL SET)	<u>25.00</u>	
<u>4</u>	MURDER AND MAYHEM	<u>80.00</u>	
<u>1</u>	RAILS TO TRAILS	<u>20.00</u>	
<u>1</u>	TRAILS WESTWARD TO MENDN	<u>10.00</u>	
<u>1</u>	MENDON PONDS PARK	<u>25.00</u>	
<u>2</u>	SENIOR CITIZN ACTIVITIES	<u>525.00</u>	
<b>TOTAL B2771</b>			<b>685.00</b>
<b>DA2306</b>			
<u>1</u>	MFD FUEL USAGE	<u>295.52</u>	
<b>TOTAL DA2306</b>			<b>295.52</b>
<b>DB2306</b>			
<u>1</u>	HFLCSD SALT	<u>281.16</u>	
<b>TOTAL DB2306</b>			<b>281.16</b>

# TOWN CLERK'S MONTHLY REPORT

DECEMBER, 2023

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L2770

1 EV CHARGING STATION

31.80

**TOTAL L2770**

**31.80**

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# TOWN CLERK'S MONTHLY REPORT

DECEMBER, 2023

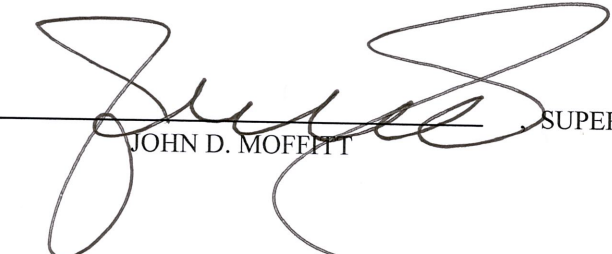
page 3

## DISBURSEMENTS

* PAID TO SUPERVISOR FOR GENERAL FUND	93.36
* PAID TO SUPERVISOR FOR PART TOWN FUND	4,611.67
* PAID TO SUPERVISOR FOR HIGHWAY	281.16
* PAID TO SUPERVISOR FOR FUEL	295.52
* PAID TO SUPERVISOR FOR LIBRARY FUND	31.80
PAID TO NYS DEC FOR DECALS	272.14
PAID TO NYS ANIMAL POPULATION CONTROL FUND	12.00
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES	22.50
<b>TOTAL DISBURSEMENTS</b>	<b>5,620.15</b>

*Pd to supervisor \$5313.51*

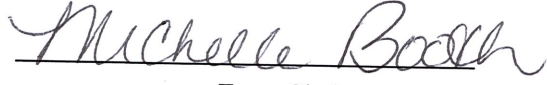
JANUARY 3, 2024

  
\_\_\_\_\_  
JOHN D. MOFFETT, SUPERVISOR

STATE OF NEW YORK, COUNTY OF MONROE, TOWN OF MENDON

I, Michelle Booth, being duly sworn, says that I am the Clerk of the TOWN OF MENDON 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.

Subscribed and sworn to before me this

  
\_\_\_\_\_  
Town Clerk

3 day of January 2024

  
\_\_\_\_\_  
Notary Public

MICHELLE L HENRY  
NOTARY PUBLIC, STATE OF NEW YORK  
Registration No. 01HE6417717  
Qualified in Livingston County  
My Commission Expires 5/2025

01/03/24  
11:07:26

**TOWN OF MENDON**  
**Cash Book Transactions**  
For the period 12/01/23 through 12/31/23

Total: \$5,620.15

Deposited:

Date	Name	Description	DEC	DL	ML	GCL	Other
12/01/23	KHAN	BUILDING PERMIT 8989 - 47 TENNYSON - EV					
12/01/23	DECALS	DECALS DAILY TOTAL	42.00				30.00
12/04/23	MENDON VILLAGE COMMONS	P B PUBLIC HEARING SCHIEFEN 1350 PITT ME					100.00
12/05/23	DECALS	DECALS DAILY TOTAL	157.00				
12/07/23	MANDERANO, LISA & SHANE	0000664/MN RENEWAL 0007777		6.00			
12/07/23	BOEHM, KEN	0000837/MN RENEWAL 0007776		6.00			
12/07/23	SILCO, MICHAEL	BUILDING PERMIT #8990, LEAN-TO, 85 COLE					50.00
12/07/23	MENDON FIRE DISTRICT	MFD FUEL USAGE NOVEMBER USAGE					295.52
12/08/23	REMLEY, DAVID	BUILDING PERMIT #8991, STORAGE BLDG, 437					75.00
12/08/23	DECALS	DECALS DAILY TOTAL	22.00				
12/11/23	DECALS	DECALS DAILY TOTAL	15.00				
12/12/23	VAHUE, MARVIN	BUILDING PERMIT # 8992 LEAN - TO ADDITIO					50.00
12/12/23		MURDER AND MAYHEM					20.00
12/12/23		MURDER AND MAYHEM					20.00
12/12/23	MERRITT, NANCY	SENIOR CITIZN ACTIVITIES XMAS DINNER - F					
12/12/23	MERRITT, NANCY	SENIOR CITIZN ACTIVITIES XMAS DINNER - F					525.00
12/12/23		TRAILS WESTWARD TO MENDN					10.00
12/13/23	DETTMAN, JIM	0000762/MN RENEWAL 0007779		6.00			
12/13/23	SUAREZ-JIMENEZ, BENJAMIN	0000839/MN RENEWAL 0007778		6.00			
12/13/23	MERCIER, MICHELLE	0001083 REPLACEMENT TAGS		3.00			
12/13/23	DECALS	DECALS DAILY TOTAL	15.00				
12/14/23	JENKINS, CODY	0001084/FS ORIGINAL		6.00			
12/15/23	ANTONELLI CONTRUCTION	BUILDING PERMIT 8993 - LOT 24 MENDON GRE					942.40
12/18/23	LAMBERT, DAVID	0000923/FS RENEWAL 0007782		6.00			
12/18/23	JANISZEWSKI, NATALIE	0000926/MN RENEWAL 0007781		6.00			
12/18/23	JANISZEWSKI, NATALIE	0000989/MN RENEWAL 0007780		6.00			
12/18/23	GREENLOTS	EV CHARGING STATION EV CHARGING STATION					31.80
12/19/23	GEOTHERM, INC	BUILDING PERMIT # 8994 - 4223 CLOVER ST					75.00
12/19/23	MEADER, LOUIE	BURN PERMIT 180 SIBLEY RD					25.00
12/19/23	BROWN, LESLIE	BURN PERMIT 977 PITTS MEND					25.00
12/19/23	CAWLEY, JOSHUA	ENG REV ADV SITE PLN SITE PLAN ENGINEERI					1,400.00
12/19/23	HFLM_YOUTH BASEBALL LEAGUE	EPOD (SMALL SET) 3865 RUSH MENDON RD					25.00
12/19/23	CLAY, EMILY	MURDER AND MAYHEM					40.00
12/19/23	CAWLEY, JOSHUA	P B APP SITE PLAN TOPSPIN PITTS MEND CTR					350.00
12/19/23	CAWLEY, JOSHUA	P B ATTY REV ADD LOT ADDITIONAL LOTS					100.00
12/20/23	GORBUNOVA, VERA	0000218/MU RENEWAL 0007783		15.00			
12/22/23	DECALS	DECALS DAILY TOTAL	22.00				
12/22/23	MILITELLO-WEST	MARRIAGE LICENSE 23039			40.00		
12/27/23	DECALS	DECALS DAILY TOTAL	15.00				
12/27/23	BATTERSON, SCOTT	ENGINEERING FEE 187328					440.00
12/27/23	RIDGECREST DEVELOPEMENT	ENGINEERING FEE BATTERSON SUB. INVOICE 1					212.07
12/27/23	HONEOYE FALLS CSD	HFLCSD SALT OCT/NOV 2023					281.16
12/27/23	GATES	MENDON PONDS PARK					25.00
12/28/23	JONES	RAILS TO TRAILS					20.00
12/29/23	PUCHADES/THOMPSON	0000962/MN RENEWAL 0007784		6.00			
12/29/23	ST MARK'S LUTHERAN CHURCH	BUILDING PERMIT R8796 - 18 VICTOR MENDON					52.20

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<b>Total:</b>	<b>\$5,620.15</b>	288.00	72.00	40.00	0.00	5,220.15
<b>Deposit Amount:</b>	<b>\$4,997.15</b>					
<i>Cash:</i>	\$623.00					
<i>Checks:</i>	\$4,374.15					
<b>Credit Card Amount:</b>	<b>\$623.00</b>					



**Department of  
Environmental  
Conservation**

STATE OF NEW YORK  
**DEPARTMENT OF ENVIRONMENTAL CONSERVATION**  
625 Broadway, Albany, NY 12233

Phone 1-800-962-5622

Invoice 2068-159082

TOWN OF MENDON  
16 West Main Street, Honeoye Falls, NY 14472

Invoice Period: **12/01/2023** to **12/31/2023**

### Invoice Summary

<b>Sales Summary</b>				
	Items Sold	Sales Total	Vendor Commission	Sweep Amount
	42	\$288.00	\$15.86	\$272.14
<b>Reversals / Voids Summary</b>				
	Items Reversed / Voided	Reversal / Void Total	Vendor Commission	Sweep Amount
	0	\$0.00	\$0.00	\$0.00
<b>Manual Adjustment Summary</b>				
	Adjustment Note	Adjustment Type	Adjustment Amount	
<b>Invoice Totals</b>				Sweep
				\$272.14

**\$272.14** Will be swept from your bank account on **1/14/2024**

TOWN OF MENDON

01/02/2024

08:55:33

**Detail of Decals Transactions**  
For the period 12/01/2023 through 12/31/2023

<b>Date</b>	<b>Gross Sales</b>	<b>Commission</b>	<b>Net Sales</b>
12/01/2023	42.00	2.31	39.69
12/05/2023	157.00	8.64	148.36
12/08/2023	22.00	1.21	20.79
12/11/2023	15.00	0.83	14.17
12/13/2023	15.00	0.83	14.17
12/22/2023	22.00	1.21	20.79
12/27/2023	15.00	0.83	14.17
<b>Grand Total:</b>	<b>288.00</b>	<b>15.86</b>	<b>272.14</b>



# Monthly Report of Marriage Licenses Issued

SEE INSTRUCTIONS AT BOTTOM OF PAGE

Report for the month of <u>DECEMBER</u> <u>2023</u>	<b>Do not write in this area</b>	DEP. NO. _____
City or Town of <u>MENDON</u>		\$ _____
County of <u>MONROE</u>		CHECK # _____

Licenses numbered from 039 to 039 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>Michelle Booth</u>	
	Signature of City or Town Clerk	Date
	<u>Michelle Booth</u>	<u>01/02/2024</u>
	Mailing Address	
<u>16 WEST MAIN STREET</u>		
<u>HONEOYE FALLS NY</u>	Zip <u>14472</u>	
E-mail Address	Phone	
	<u>(585) 624-6060</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.



01/02/2024

08:57:48

**TOWN OF MENDON**

**Detail of Marriage License Transactions**

For the period 12/01/2023 through 12/31/2023

<b>Id</b>	<b>Date</b>	<b>Groom(Spouse A) &amp; Bride(Spouse B)</b>	<b>Statutory Fee</b>	<b>Local Fee</b>	<b>Total</b>
1. 23039	12/22/2023	MITTELLO, ANTHONY MANNING to WEST, KATHERINE ELIZABETH	22.50	17.50	40.00
<b>TOTAL SALES:</b>			<b>22.50</b>	<b>17.50</b>	<b>40.00</b>

Month Reported: DECEMBER, 2023

County: MONROE

Code: 26

TOWN OF MENDON

Code: 09

Prepared by: Michelle Booth, TOWN CLERK

Date Prepared: JANUARY 2, 2024

## Dog License Monthly Report

Original ID Dog Licenses sold	<u>1</u>
Original Purebred License sold	<u>0</u>
Dog License Renewals sold	<u>9</u>
Purebred License Renewals sold	<u>0</u>
<b>Total sold</b>	<b><u>10</u></b>

### LICENSE TYPES AND FEES COLLECTED

	<u>Quantity</u>		<u>Local Fees</u>	<u>Surcharge Fees</u>
Spayed and Neutered Dogs	<u>9</u>	\$5.00 ea	<u>45.00</u>	\$1.00 ea <u>9.00</u>
Unspayed and Unneutered Dogs	<u>1</u>	\$12.00 ea	<u>12.00</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>	\$25.00 ea	<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>	\$50.00 ea	<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>	\$75.00 ea	<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>
<b>Total licenses sold</b>	<b><u>10</u></b>		<b><u>57.00</u></b>	<b><u>12.00</u></b>

### REPLACEMENT AND PUREBRED TAG ORDERS

Replacement Tags	<u>1</u>		<u>3.00</u>
Purebred Tags	<u>0</u>		<u>0.00</u>
<b>Total tags sold</b>	<b><u>1</u></b>		<b><u>3.00</u></b>

### DISBURSEMENTS

Paid to Supervisor	<u>\$60.00</u>
Paid to NYS Animal Population Control Program	<u>\$12.00</u>

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

Month of Submission: DECEMBER, 2023  
 County: MONROE            Town of Mendon  
 TCV Code: 2609            Monroe Mendon  
 Prepared by: Michelle Booth, Town Clerk  
 Date Prepared: JANUARY 2, 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.

<b>LICENSE TYPES AND FEES COLLECTED</b>	<b>Unspayed/Unneutered - Four months of age or older</b>
Spayed and Neutered Dogs	\$1.00 ea =            \$9.00
Unspayed and Unneutered Dogs	\$3.00 ea =            \$3.00
<b>TOTAL AMOUNT REMITTED</b>	<b>\$12.00</b>
<b>Check Number:</b>	

# TOWN OF MENDON

## B1900 - B2771 Transaction Report For the period 12/01/2023 through 12/31/2023

Type	Date	Comment	Name	Quantity	Fee
<b>B2115</b>					
1.PARA	12/19/2023	ADDITIONAL LOTS	CAWLEY, JOSHUA	4	100.00
2.PASP	12/19/2023	TOPSPIN PITTS MEND CTR SUBD	CAWLEY, JOSHUA	1	350.00
3.PBPH	12/04/2023	SCHIEFEN 1350 PITT MEND	MENDON VILLAGE COMMONS	1	100.00
				<b>1</b>	<b>100.00</b>
<b>B2555</b>					
4.BLDG	12/01/2023	8989 - 47 TENNYSON - EV CHRGR	KHAN	1	30.00
5.BLDG	12/07/2023	#8990, LEAN-TO, 85 COLE RD	SILCO, MICHAEL	1	50.00
6.BLDG	12/08/2023	#8991, STORAGE BLDG, 437 POND	REMLEY, DAVID	1	75.00
7.BLDG	12/12/2023	# 8992 LEAN - TO ADDITION	VAHUE, MARVIN	1	50.00
8.BLDG	12/15/2023	8993 - LOT 24 MENDON GREEN SFH	ANTONELLI CONTRUCTION	1	942.40
9.BLDG	12/19/2023	# 8994 - 4223 CLOVER ST GEOTHR	GEOTHERM, INC	1	75.00
10.BLDG	12/29/2023	R8796 - 18 VICTOR MENDON RD	ST MARK'S LUTHERAN CHURCH	1	52.20
				<b>7</b>	<b>1,274.60</b>
<b>B2590</b>					
11.BURN	12/19/2023	977 PITTS MEND	BROWN, LESLIE	1	25.00
12.BURN	12/19/2023	180 SIBLEY RD	MEADER, LOUIE	1	25.00
				<b>2</b>	<b>50.00</b>
<b>B2770</b>					
13.EASP	12/19/2023	SITE PLAN ENGINEERING REVIEW	CAWLEY, JOSHUA	2	1,400.00
14.ENGF	12/27/2023	187328	BATTERSON, SCOTT	1	440.00
15.ENGF	12/27/2023	BATTERSON SUB. INVOICE 187328	RIDGECREST DEVELOPEMENT	1	212.07
				<b>2</b>	<b>652.07</b>
<b>B2771</b>					
16.EPOS	12/19/2023	3865 RUSH MENDON RD	HFLM_YOUTH BASEBALL LEAGUE	1	25.00
17.MPPK	12/27/2023		GATES	1	25.00
18.MRDR	12/12/2023			1	20.00
19.MRDR	12/12/2023			1	20.00
20.MRDR	12/19/2023		CLAY, EMILY	2	40.00
21.RALS	12/28/2023		JONES	1	20.00
22.SENR	12/12/2023	XMAS DINNER - FLAHERTYS	MERRITT, NANCY	1	20.00
23.SENR	12/12/2023	XMAS DINNER - FLAHERTYS	MERRITT, NANCY	1	525.00
				<b>2</b>	<b>525.00</b>

Type	Date	Comment	Name	Quantity	Fee
24. TRLS	12/12/2023			1	10.00
				<b>1</b>	<b>10.00</b>
			<b>Total for B Fund:</b>	<b>29</b>	<b>4,611.67</b>
			<b>Total Sales</b>	<b>29</b>	<b>4,611.67</b>

**TOWN OF MENDON**

DA2306 - T670.1 Transaction Report  
For the period 12/01/2023 through 12/31/2023

Type	Date	Comment	Name	Quantity	Fee
<b>DA2306</b>					
1.FUEL	12/07/2023	NOVEMBER USAGE	MENDON FIRE DISTRICT	1	295.52
				<b>1</b>	<b>295.52</b>
			<b>Total for DA Fund:</b>	<b>1</b>	<b>295.52</b>
<b>DB2306</b>					
2.HFLS	12/27/2023	OCT/NOV 2023	HONEOYE FALLS CSD	1	281.16
				<b>1</b>	<b>281.16</b>
			<b>Total for DB Fund:</b>	<b>1</b>	<b>281.16</b>
<b>L2770</b>					
3.L277	12/18/2023	EV CHARGING STATION	GREENLOTS	1	31.80
				<b>1</b>	<b>31.80</b>
			<b>Total for L Fund:</b>	<b>1</b>	<b>31.80</b>
			<b>Total Sales</b>	<b>3</b>	<b>608.48</b>