

October 8, 2019

The Mina Town Board met on the above date for the regular meeting. Supervisor Brumagin called the meeting to order at 7:00 pm by leading with the Pledge of Allegiance to the flag. The following members and guests were in attendance:

Present: Rebecca Brumagin.....Supervisor
Dennis Luce.....Councilman
Ernie Roache.....Councilman
Dick Watrous.....Councilman
Dave Wilcox.....Councilman

Attended by: Bill Himelein (Highway Superintendent), Steve Burmaster (7:03), Ed Mulkearn (FL Watershed Foundation), Sherri Schenk

Supervisor Brumagin asked the town clerk to read the legal notice that stated the regular monthly meeting was changed from Thursday October 10, 2019 to Tuesday October 8, 2019 at 7:00 pm.

Minutes: Motion was made by Councilman Luce and seconded by Councilman Watrous to accept the minutes of the September 12, 2019 meeting as presented. Motion carried.

Comments/Concerns from those present:

- Sherri Schenk questioned if the town is renewing the garbage collection contract with 2-J's. Supervisor Brumagin stated that she believes the contract runs through December 31, 2020 and asked Councilman Roache to check into it and contact James Parnell from 2-J's.
- Ed Mulkearn asked if the town board has made any progress on slowing up building permits and pursuing moratoriums for large renovations and new residences around the lake. He is concerned about the septic systems around the lake and how they are affecting the lake. He also reported that the lake will be lowered to winter level on the 15th of October.

Comments/Concerns from those not present: none

Executive Session: At 7:12 pm, Councilman Luce made a motion, seconded by Councilman Roache to adjourn to Executive Session for personnel matters. Motion carried. At 7:28 pm Councilman Watrous moved, seconded by Councilman Roache to return to regular session. Motion carried unanimously.

Old Business:

- Chautauqua County Shared Services Sewer Agency Update – Supervisor Brumagin reported that the committee for the county sewer agency will be meeting on Thursday, October 10, 2019 at 3:00 pm in the cafeteria at the Mina-Findley Lake Community Center. She also reported that the Village of Sherman notified the sewer agency that the Village has qualified for grants for its sewer upgrades so the Village will not pursue shared services with Mina or French Creek.
- French Creek-Mina Court Study – Supervisor Brumagin reported Attorney Wright is preparing a joint resolution and when it is completed it will be brought to the town board.
- Mowing NYS DOT Picnic Table Area on Sunnyside Road – Superintendent Himelein reported that he spoke with Randy West of NYS and was told that the Town of Mina can maintain the area.

- Kayline – Supervisor Brumagin reported that she met with Chad Johnson from Kayline and with National Grid on converting additional lighting to LED. There is a National Grid rebate of 60% on installing LED lighting at the tennis/basketball courts and a 50% grant for the outside lights around the Community Building and for lighting upgrades inside each of the rooms. Supervisor Brumagin will check with Dan Norcross to see if he can help install the lights at the Community Center. Superintendent Himelein offered to install the lights at the tennis/basketball courts. Discussion was held. Councilman Luce made a motion seconded by Councilman Wilcox to move forward on replacing the lights. Motion carried unanimously.
Ayes – 5 Brumagin, Luce, Roache, Watrous, Wilcox
Nays – 0

Correspondence:

- Charter Communications – Updates on TV programming.
- Chautauqua County Fair – Looking for municipalities to advertise on wooden benches around the fairgrounds.
- NYS DEC – Brochure on pruning workshop.
- NPO Litigation – Regarding National Prescription Opiate Litigation.
- Starr II – Information on a webinar for FEMA Region II Planning & Scoping for future Flood Studies in Chautauqua County.
- C3 Communications – Notification that it's time for annual computer maintenance.
- Office of the State Comptroller – Information on a webinar – Overview of OSC Online Resources.
- Southern Tier West – Information on websites through Weebly.
- Philip Persons – Letter of resignation from the ZBA (zoning board of appeals) as an alternate.
- Bill Morrill – Letter of resignation from the BAR (board of assessment review).
- Consolidated Communications – Information on different internet speed plans.
- Lake Shore Center for the Arts – Information on memberships.
- Display Sales – Information on holiday decorations.

Reports:

- Highway Superintendent – Superintendent Himelein distributed his report. He reported that they have been hauling sand & salt for mixing and that the cost of salt increased by 11% over last year. They are getting close to finishing mowing for the season. They have started cutting and trimming trees along the roadsides. There is \$5200 of CHIPS money remaining. Councilman Wilcox made a motion seconded by Councilman Watrous to finish paving and when the work is complete to release \$5200 to JMI in advance of the next town board meeting so that the CHIPS reimbursement request can be submitted to the state. All were in favor and the motion passed.
Ayes – 5 Brumagin, Luce, Roache, Watrous, Wilcox
Nays – 0
- Recreation Committee – Supervisor Brumagin distributed an analysis on the basketball/tennis courts project and reported that the materials have been purchased for the base coat, color coating and line striping and that some of the coating may need to be done next spring depending upon weather conditions. It will be next spring before the fencing and sign are put in place.
- Planning Board – The Planning board would like to meet with the town board and provide an overview of proposed changes including zoning law sign section revisions and the establishment of multiple business districts. Supervisor Brumagin reported that the

Planning Board reviewed a newly enacted NYS law on pet cemeteries and is not recommending the establishment of a pet cemetery in the Town of Mina.

- Assessor – Heather Young-Deyell’s report was handed out for October 2019. She reported that she is still analyzing sales and creating land tables. She will be meeting with the three town supervisors in November to go over the reassessment plan for 2020.
- Town Clerk/Tax Collector – The Town Clerk’s report was distributed reporting the collection of fees and sales of \$17,897.00 for the month of October 2019. She has paid the Supervisor \$3,400.95, NYS Ag and Markets for dogs, \$29.00, NYS Health Department for marriage licenses, \$90.00 and NYS DEC \$14,377.05. She reported that the state passed a resolution informing towns to waive the state fee on a marriage license for active duty members of the armed forces.
- Findley Lake Volunteer Fire Department – Supervisor Brumagin reported that the FLVFD contacted her asking to use the Community Center’s parking lot for auto extrication training but then decided to hold the training behind the fire hall.
- CEO/Building Inspector – Melanie Eddy’s report for September 2019 was distributed. She reported that the 24 hours of annual mandatory training has been completed.
- Dog Control – Supervisor Brumagin reported that Sandy Kochanowski informed her that she will be retiring from the Town of Mina effective December 31, 2019. She has decided to reduce the number of towns she works for and to partially retire.
- Supervisor – Supervisor Brumagin distributed and reviewed the September 2019 financial statements. She was pleased to report that the Community Center’s custodian has returned to work.

New Business:

- Supervisor Brumagin read the proclamation designating September 30, 2019 as Florence Boozel Day as that after 50 years living in Findley Lake, she moved to North East, PA.
- Councilman Luce made a motion seconded by Councilman Wilcox that, if need be, the 2% Tax Cap could be exceeded. Motion carried unanimously.
Ayes – 5 Brumagin, Luce, Roache, Watrous, Wilcox
Nays – 0
- Supervisor Brumagin, after discussion was held, stated an appreciation breakfast will be held at 9:00 am on Friday, November 22, 2019 at the cafeteria in the Community Center. The appreciation breakfast is for all town employees and volunteers.
- Supervisor Brumagin reported that the Main Street Advisory Committee is scheduling a walkability audit around the lake, downtown and to Interstate 86 that will be the basis for developing a plan and for seeking grant funding.
- Supervisor Brumagin reported that the ECCA payroll system has a module, My Ready Pay, for employees to be able to access pay stubs and W-2’s online. She will be starting to meet with employees about accessing the system.
- An article on proposed municipal website legislation was recently published in the Jamestown Post Journal. Each municipality in Chautauqua County was listed and ranked based on website content and documents that are available online to the public.
- Supervisor Brumagin reported that she will contact the health insurance broker to have her attend the meeting on October 24th to report what health insurance options are available for 2020.
- Dates for upcoming meetings are as follows: Thursday, October 24, 2019 (budget work session), and if needed, Thursday, November 7, 2019 (additional budget work session), Thursday, November 14, 2019 (Regular Meeting & Public Hearing on the 2020 Preliminary Budget). All meetings to be held at 7:00 pm.

Payment of Monthly Claims/Transfers:

- Payment of Monthly Claims/Transfers – The monthly claims were examined. Councilman Luce moved, seconded by Councilman Watrous, to pay the monthly claims. In the General Fund claim #256 through #282 in the amount of \$20,654.48 and in the Highway Fund claim #131H through #143H in the amount of \$10,205.12 was approved to pay. Motion carried unanimously.
Approved: Ayes – 4 Brumagin, Luce, Roache, Watrous
Nays – 0

Other Business/Actions:

- Councilmen Wilcox and Watrous volunteered to work with Ed Mulkearn and the County Health Department on a possible moratorium on building new residences or large renovations around the lake as there is a negative impact to lake quality with septic systems. They will report back to the town board at the next regular town board meeting.
- As there was no further business to come before the Board, Councilman Roache moved to adjourn the meeting at 8:14 p.m.

Respectfully submitted,

Sherrie R. Tanner
Town Clerk