

November 10, 2016

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

Present: Rebecca Brumagin.....Supervisor  
Bill Himelein.....Councilman  
Dennis Luce.....Councilman  
Dick Watrous.....Councilman  
Dave Wilcox.....Councilman

Attended by: Scott Bensink, Dave Himelein (Chautauqua County Legislator), Ed Mulkearn (FLWF), Philip Persons (8:15), Terry Phelps (FLVFD), Nancy Roche (Mina Recreation Chairperson), Sherri Schenk, Craig Tenbuckel (Interim Highway Superintendent), Phyllis Tenbuckel

**Minutes:** Motion was made by Councilman Luce and seconded by Councilman Watrous to accept the minutes with the correction of changing “fly operation” to “fly wagon operation” in the October 13, 2016 regular meeting minutes and accepting the minutes of the October 27, 2016 and November 3, 2016 as presented. Motion carried unanimously.

**Comments/Concerns from those present:**

- Nancy Roche reported that Scott Bensink and Ron Graham have put together a golf tournament for Masonic Olive Lodge F & AM #575 for the past 7 years and the monies raised have gone to area towns to help support their recreation programs. The first year it went towards the Town of Mina’s new playground at the Community Center and the next time Mina was the recipient it went towards the volleyball net and striping on the gym floor. This year it will go towards tennis nets, portable pickle ball nets, upgrading basketball nets and backboards, and striping on the outdoor courts. Scott Bensink presented a check to the Mina recreation department from the Masonic Olive Lodge 575 Fall Classic for \$2,720.00. Supervisor Brumagin and the town board expressed their appreciation for the support that he and the Masons have provided to the recreation program.
- Terry Phelps (FLVFD) reported they have been cleaning out the fire hall and they found the late Ace Wilcox’s fireman’s cap. Terry presented the cap to his son Dave Wilcox at the meeting. The Department was recently reminded that all new construction should be installed with a sprinkler system. Terry also reported that they have moved the antique fire engine over to bay one in the bus garage and thanked the town for allowing them to store it there.
- Dave Himelein reported that the county legislators are working on the 2017 budget. The county executive submitted a tax rate of \$8.55 per 1,000 but the legislature has reduced it to \$8.46 per 1,000. They will be adopting the budget on November 16, 2016. The legislators are also working on issues at the airport and the possibility of consolidating the County Sheriff’s department and the city of Jamestown Police Force. Councilman Luce asked if there is a difference in the unions for the police department and Legislator Himelein reported that there is.
- Sherri Schenk reported that there has been a webcam installed compliments of Findley Lake Marina and Findley Lake Market. It is facing the lake and interested parties can check out the work being done on the Findley Lake Dam Breakwall Repair Project. It is

on the Marina's facebook page as well as the Findley Lake Chamber Website. The Findley Lake Watershed Foundation is planning to put it on its website.

**Comments/Concerns from those not present: None**

**Old Business:**

- Sewerage Project – Supervisor Brumagin reported the town received two responses to the lead agency designation for the SEQR that was sent to various governmental agencies. The town is waiting on a response from Attorney Robinson on the process for the district formation.
- Paradise Bay – Supervisor Brumagin spoke with a representative from NYMIR and they are working on their recommendation for crosswalk safety.
- Purchase of Dump Truck – The highway committee reported that the option previously voted upon is on hold.

**Correspondence:**

- NYS Association of Fire Chiefs – Pamphlet on home fire sprinklers
- Charter Communications (formerly Time Warner Cable) – Upcoming changes and ongoing efforts keeping us apprised of developments affecting Time Warner Cable.
- Nationalgrid – Information on scheduling a no-cost energy assessment
- Chautauqua County Dept. of Health – Results of lab analysis on water supply at Community Center (“Satisfactory for Human Consumption”).
- Chautauqua County Sheriff's Office – Regarding contract for court security for 2017
- Association of Towns – 2017 Training School & Annual Meeting information
- Findley Lake Volunteer Firemans Association – Financials for October
- Department of State – Information on Municipal Consolidation and Efficiency Competition
- Office of the Chautauqua County Executive – Community Choice Aggregation Informational Meeting information

**Reports:**

- Highway/Cemetery Committee – Reported they are looking at purchasing a metal detector for use at the cemetery to assist with locating the metal markers for grave plots. The highway crew, as a temporary measure, fixed the three leaks in the roof at the highway barn.

The highway committee located a new 2016 dump truck at Stadium International. The town would be able to get the municipal interest rate for either a five or seven year lease. Councilman Himelein made a motion seconded by Councilman Watrous to rescind the motion made at the October 13, 2016 meeting to purchase a 2009 Peterbilt truck from the Town of Cambria. Motion carried unanimously.

Ayes – 5 Brumagin, Himelein, Luce, Watrous, Wilcox

Nays – 0

Councilman Himelein made a motion seconded by Councilman Watrous to purchase a 2016 International Dump Truck from Stadium International with a five year lease from Key Government Finance at \$40,735.38 per year. Motion carried unanimously.

Ayes – 5 Brumagin, Himelein, Luce, Watrous, Wilcox

Nays – 0

- Highway Superintendent – Craig Tenbuckel, interim highway superintendent, thanked the highway committee and town board for their support during the two week transition period. Craig reported Jack's Repair Shop is working on the spare dump truck that will be used as a backup and it should be ready within a couple of weeks. He reported the highway crew is working on getting things ready for winter and they are aware that Christmas through the Village is scheduled for December 3<sup>rd</sup> and 4<sup>th</sup>; when they find out the minimum height the holiday decorations need to be erected, they will get them installed on the designated utility poles.

#### **New Business:**

- Health Insurance – Supervisor Brumagin made a motion seconded by Councilman Luce to select Univera's valUcare Plus Platinum 2 policy for the town's health insurance. Motion carried unanimously.  
Ayes – 5 Brumagin, Himelein, Luce, Watrous, Wilcox  
Nays – 0  
Supervisor Brumagin then made a motion seconded by Councilman Wilcox to keep the employees portion of the health insurance premium at 10%. Motion carried unanimously.  
Ayes – 5 Brumagin, Himelein, Luce, Watrous, Wilcox  
Nays – 0
- Dam Breakwall Repair Project – Ed Mulkearn reported there have been six pairs of piling sheets installed and that the sheeting should be complete in about three weeks. That should be as far as they will go on the project this fall. They will finish it in the spring. Terry Phelps wondered if the fire department will be able to use the fire hydrant during construction and Ed said it would be available.  
Discussion was held on the consulting fees for Harry Sicherman & Associates increasing from \$10,000.00 to \$30,000.00. Ed said the Findley Lake Watershed Foundation is aware of that and the additional cost will be reimbursed by the Watershed Foundation. Councilman Wilcox made a motion, seconded by Councilman Himelein to amend the contract with Harry Sicherman to \$30,000.00 with reimbursement of \$20,000.00 coming from the Findley Lake Watershed Foundation. Motion carried unanimously.  
Ayes – 5 Brumagin, Himelein, Luce, Watrous, Wilcox  
Nays – 0
- Supervisor Brumagin made a motion seconded by Councilman Wilcox to distribute the funds from the OCR grant as project expenses are incurred and signed off on by the engineering firm. Motion carried unanimously.  
Ayes – 5 Brumagin, Himelein, Luce, Watrous, Wilcox  
Nays – 0

#### **Reports:**

- Assessor – Heather Young-Deyell's report for October 2016 was distributed. She also reported on the Enhanced STAR program and recommended that the town not pass a local law giving the assessor's discretion with the filing deadline of March 1 in the event the date was missed by an individual.
- Town Justice – Supervisor Brumagin reported on speaking with Justice Cooper who informed her that the court was given an extensive survey on court security. He expressed concern about who has access to the court room.

- Community Center Facility – Dan Norcross reported to Supervisor Brumagin that the boilers have been cleaned and inspected. One of the zones wasn't working properly and that was repaired.
- Town Clerk/Tax Collector – The Town Clerk's report was distributed reporting the collection of fees and sales of \$3,648.00 for the month of October 2016. She has paid the Supervisor \$1,510.74, NYS Ag and Markets for dogs, \$47.00, NYS Department of Health for marriage licenses \$22.50 and NYS DEC \$2,067.76. She reported Southern Tier West is working on a grant to digitize cemetery records and she has asked that the Town of Mina be included on that grant.
- CEO/Building Inspector – Melanie Eddy's report for October 2016 was handed out. Supervisor Brumagin reported Attorney Wright attended the last ZBA meeting and went over the ZBA Board's responsibilities and answered a number of related questions and concerns.
- Findley Lake Area Chamber of Commerce – Sherri Schenk reported the Vintage Christmas at Secret Cubby Antique Center will be held November 19<sup>th</sup> & 20<sup>th</sup>. Christmas Through the Village will be December 3<sup>rd</sup> & 4<sup>th</sup> and they will have a Santa's Castle and picture with Santa and also a project for the children in the gazebo.
- Findley Lake Volunteer Fire Department – Terry Phelps reported the radios have been ordered and they had applied to the county for a \$20,000.00 loan. Andy Travis is working on writing a grant to get the pagers that are needed.
- Supervisor - Rebecca Brumagin handed out financials for October 2016. She reported that she spoke with Kevin Goree from Deuink Agency about the town's insurance values. The town board reviewed the current amounts and Supervisor Brumagin will follow up with him.

**Executive Session:** At 8:30 pm Supervisor Brumagin made a motion, seconded by Councilman Watrous to adjourn to Executive Session for personnel matters. Motion carried. At 8:40 pm Bill Himelein recused himself for the remainder of the Executive Session. At 9:05 pm Councilman Watrous moved seconded by Councilman Luce to return to regular session. Motion carried unanimously.

**New Business (continued):**

- Appointment of Highway Superintendent – Councilman Watrous made a motion seconded by Councilman Wilcox to appoint Bill Himelein as Highway Superintendent with the start date of November 12, 2016 at the Highway Superintendent budgeted salary. Motion carried.  
Ayes – 4 Brumagin, Luce, Watrous, Wilcox  
Nays – 0  
Abstain – 1 Himelein  
Councilman Luce stated that we had two good candidates apply for the position.
- Supervisor Brumagin recommended the adoption of the Preliminary Budget. Councilman Luce made a motion seconded by Councilman Watrous to adopt the 2017 Preliminary Budget with no changes. Motion carried unanimously.  
Ayes – 5 Brumagin, Himelein, Luce, Watrous, Wilcox  
Nays – 0
- Grant from Senator Young – Supervisor Brumagin reported that the pre-application is somewhat complicated because there is money allotted for two projects. She is working with Senator Young's office on the \$50,000.00 grant, which covers \$8,000.00 for the dam breakwall repair project and \$42,000.00 for the sewer project.

- Retirement Celebration - Supervisor Brumagin announced that a retirement celebration for former Highway Superintendent, Paul Scarem, is being planned for Friday, November 18, 2016 at 9:00 am at the Mina-Findley Lake Community Center.
- Supervisor Brumagin spoke with Brenda Jordan on the town's disability insurance coverage and reviewed three possible other options with higher benefits. This will be discussed further after a more thorough analysis is prepared.
- Councilman Bill Himelein stated he will be resigning from the Mina Town Board since he accepted the position of Mina Highway Superintendent. Councilman Luce made a motion seconded by Councilman Wilcox to accept Bill Himelein's resignation from town board effective November 12, 2016 and to thank him for his service as a councilman.  
Motion carried.  
Ayes – 4 Brumagin, Luce, Watrous, Wilcox  
Nays – 0  
Abstain – 1 Himelein

**Payment of Monthly Claims/Transfers:**

- Payment of Monthly Claims/Transfers – The monthly claims were examined. Councilman Luce moved, seconded by Councilman Wilcox, to pay the monthly claims. In the General Fund claim #287 through #306 in the amount of \$28,965.65 and in the Highway Fund (as voted on the addition of the dump truck), claim #127H through #143H in the amount of \$64,889.65 were approved to pay. Motion carried unanimously.  
Approved: Ayes – 5 Brumagin, Himelein, Luce, Watrous, Wilcox  
Nays – 0

As there was no further business to come before the Board, Councilman Himelein moved to adjourn the meeting at 9:21 p.m.

Respectfully submitted,

Sherrie R. Tanner  
Town Clerk