

April 10, 2018

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), Donna Beth Luce, Ed Mulkearn (Findley Lake Watershed Foundation)(7:06), Jeff Richards, Sherri Schenk, John Shifler, Andy Travis, Andy Wallen, Kent Wiggers, Louise Wiggers

Supervisor Brumagin informed those in attendance that at the organizational meeting in January the regular monthly meeting dates for April and May were moved to two days earlier than the regular schedule to accommodate town board member schedules and a notice of the dates was published in the Jamestown Post Journal at that time.

**Minutes:** Motion was made by Councilman Luce and seconded by Councilman Watrous to accept the minutes of the March 8, 2018 meeting as presented. Motion carried.

**Comments/Concerns from those present:**

- Donna Beth Luce spoke in favor of Dollar General planning to open one of its stores in Findley Lake. She prepared a handout with information on her perspective and provided each town board member with a copy.
- Sherri Schenk expressed concern over a missing lid to a pipe at the flume area and the potential for a safety issue. Ed Mulkearn stated that the Watershed Foundation was aware that the lid is missing and will be replacing it in the near future.
- Andy Wallen from Alexander’s on the Lake, asked that the town stamp a NYS Liquor Authority form “Received” for a liquor license to be transferred from Lakeside Market to Alexander’s on the Lake, LLC.

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

**Old Business:**

- Broadway/Group Dollar General SEQR (State Environmental Quality Review) and Determination – Supervisor Brumagin distributed information on the New York State Department of Environmental Conservation SEQR process to the town board. The Town of Mina, as lead agency, has determined that the proposed action Project #1-2018 of constructing a single tenant, 9100 square foot commercial retail store with related parking and utilities at 2864 Route 426, Findley Lake, Town of Mina, Chautauqua County, NY by the Broadway Group is an unlisted SEQR status. She noted that both NYS Department of Transportation and NYS DEC were involved in the project and provided the appropriate permits for the project. A motion was made by Councilman Wilcox and seconded by Councilman Luce that the Town Board of the Town of Mina approve a SEQR negative declaration with a notice of determination of non-significance. The motion passed unanimously.  
Ayes – 5 Brumagin, Luce, Roache, Watrous, Wilcox  
Nays – 0

- Broadway Group/Dollar General Site Plan Review – The Broadway Group responded to a request by the town that the landscaping plans in front of the proposed Dollar General be enhanced. Supervisor Brumagin reported that representatives from the Broadway Group submitted a written revision to the plan which included adding 48 shrubs between Route 426 and the parking lot. Councilman Luce made a motion, seconded by Councilman Watrous to approve the site plan with the modification listed above. Supervisor Brumagin entertained questions from those present prior to voting. Motion passed unanimously.  
Ayes – 5 Brumagin, Luce, Roache, Watrous, Wilcox  
Nays – 0
- Alexander’s on the Lake and Our Own Candle Company – Andy Wallen gave a brief description on plans for retail activities in the former Lakeside Market. Their plan is to sell sub sandwiches, have deli meats, sell craft beer, candles, glassware, novelty items and Cuba Cheese items and they are hoping to have Penn State Creamery ice cream. He requested that the town board wave the 30 day advance notice to transfer the liquor license from the Findley Lake Market to Alexander’s on the Lake. Supervisor Brumagin reminded the town board that according to the town’s attorney there is no liability to the town of granting this request as the sole purpose of the 30 day waiting period is to ensure that the town board has been adequately notified. Councilman Watrous made a motion, seconded by Councilman Wilcox to wave the 30 day advance notice. Motion carried.  
Ayes – 5 Brumagin, Luce, Roache, Watrous, Wilcox  
Nays – 0

**New Business:**

- Supervisor Brumagin reported that she was contacted by the recently elected mayor of the Village of Sherman, Colleen Meeder, regarding the Sherman sewer system and needed upgrades. They met and reviewed the status of the Findley Lake Sewer District formation proposal (it was voted down by the eligible property owners in May 2017). They also discussed the engineering study that was conducted in 2013 analyzing shared services options for the Town of Mina and the Village of Sherman. The Town decided not to pursue any of the options with the Village of Sherman due to costs.
- Supervisor Brumagin reported that she and other members of the Findley Lake Sewerage work group have been invited to a meeting on April 18, 2018 being hosted by Chautauqua County Executive George Borrello to discuss the county’s interest in shared services for a new proposal that the county pursue the formation of a sewer district in Findley Lake. Supervisor Brumagin, Councilman Dave Wilcox, County Legislator Dave Himelein as well as Ed Mulkearn and Lant Lictus from the Findley Lake Watershed Foundation have been invited to attend with Chautauqua County Officials.

**Reports:**

- Findley Lake Watershed Foundation – Ed Mulkearn, President reported that the dam gate has been raised and the lake is now beginning to fill to summer level. The construction of a decorative wall in front of the flag poles on its lakeside property is underway. Supervisor Brumagin wrote a letter of support that was needed to be provided when Ed and Treasurer Phil Persons met with Tom Becker from the USDA on funding for the weed harvester. The Watershed Foundation is requesting \$50,000 to go along with the \$50,000 approved by Senator Cathy Young and \$8,000 from the Findley Lake Community Foundation. Supervisor Brumagin will get the lease agreement for where the weed harvester is stored to the Watershed Foundation. The NYSDEC reported to Ed that

they are planning on building a handicap accessible dock downtown at the fishing access area.

### **Old Business:**

- FLVFD status of transfer of Tennis Courts Property – A surveyor has prepared a revised survey with boundary changes. Supervisor Brumagin will meet with the adjacent property owners and the FLVFD Board President to review.
- NY Municipal Insurance – The buildings (Community Center and Highway Barn) were checked for safety issues and there were no major issues found.

### **Correspondence:**

- Administrative Service Agency – Informing the Town of Mina that it is eligible to participate in the New York State Deferred Compensation Plan that is a State sponsored voluntary retirement savings plan offered to town employees.
- Positive Promotions – Information on emergency preparedness guides.
- New York State & Local Retirement System – The Update spring 2018 newsletter
- Southern Tier West – 25<sup>th</sup> annual local government conference information at Houghton College on May 9, 2018.
- NYS Legislative Commission on Rural Resources – Winter 2018 issue
- Chautauqua County Dept. of Finance – Announcing two new ways vendors can choose for accounts payable payments.
- NYSDEC - Change of ownership on the Dutch Road Dairy LLC gravel pit.
- Bank of Greene County – Information on municipal financing program tailored to small municipalities in New York State.
- CoRE (Coordinated Response Exercise) – Information on training with pipeline companies, gas distribution and first responders.
- Certificate of Appreciation – From Southern Tier West for being a 2018 CAP Member.
- Westfield Memorial Hospital – Invitation for ribbon cutting of its new emergency department.
- Chautauqua County Workers' Memorial – Invitation to the Town Supervisor and Town Council to the annual event; this year they are honoring “all Chautauqua County Workers” who have been injured or killed on the job in Chautauqua County.
- NYS Ag & Markets – Dog Control Officer Inspection Report, services were rated “Satisfactory”.
- WNY Regional Economic Development Council – Information on Letter of Interest form for projects that are ready for implementation.
- Hudson Valley Safety Associates, LLC – Safety and compliance training they are offering.
- FL Volunteer Fire Department – Monthly meeting minutes from March 13, 2018.
- Clymer Central School – Flyer with information on Pre-Kindergarten Registration.
- Chautauqua County Dept. of Health – Results of the laboratory analysis on the water at the Community Center “Satisfactory for Human Consumption”.
- New York Municipal Insurance Reciprocal/(NYMIR) – Amendment to correct the Town's address.

### **Reports:**

- Highway Superintendent – Superintendent Himelein reported that the highway crew attended a seminar “Drive to Survive” sponsored by NYMIR. He also reported that the

town will be receiving \$14,948.34 for extreme winter recovery from NYSDOT. He reported 244” of snow so far this season. Supervisor Brumagin thanked Superintendent Himelein and the highway crew for taking down the holiday decorations and he said that Asplundh had assisted them.

- Assessor - Heather Young-Deyell’s report for March 2018 was distributed. She reported the inspection process for new construction and demolition is continuing. Due to weather conditions the process will likely take until the end of April. NYS Office of Real Property Tax Services has accepted her level of assessment at 100 which means that the coordinated assessment program for the Towns of French Creek, Mina and Sherman will remain at a 100% equalization rate for the 2018 Assessment Roll. Grievance day for the Town of Mina is scheduled for Tuesday, May 22, 2018 from 4-8 pm at the Community Center.
- Recreation Committee – Councilman Roache reported that the committee will be meeting this Saturday April 14, 2018. Supervisor Brumagin read a recommendation from the recreation committee for the following summer recreation positions: Breanna Sommers as director (second year) at \$14.50 an hour, Finegan McDonald as assistant (second year) at \$11.00 an hour. One more assistant position is needed to be filled and they will make a hiring recommendation once they receive more applications. Councilman Watrous made a motion, seconded by Councilman Roache to accept the recommendations for the two positions. Motion carried unanimously.  
Ayes – 5 Brumagin, Luce, Roache, Watrous, Wilcox  
Nays – 0
- Town Justice – Supervisor Brumagin reported she is still waiting on additional information from the court clerk so that she can complete the annual audit.
- Town Clerk/Tax Collector – The Town Clerk’s report was distributed reporting the collection of fees and sales of \$589.00 for the month of March 2018. She has paid the Supervisor \$426.38, NYS Ag and Markets for dogs, \$22.00, NYS Health Dept. for marriage licenses, \$22.50, and NYS DEC \$118.12. She reported that she balanced the taxes and turned them over to the county with only 79 unpaid parcels left to collect. She also reported that at the last clerk’s meeting the speaker recommended that all towns have “Data Compromise Coverage” on their computers. She will check with our insurance agent to make sure that the town is adequately covered.
- Supervisor – Supervisor Brumagin distributed the February financial statements. The bookkeeper can either email the March financials or distribute them at the May meeting. The town board indicated that they would prefer to receive them at the May meeting.

#### **New Business:**

- Supervisor Brumagin reported that one of the bays in the bus garage has been rented to a local contractor for one month.
- Supervisor Brumagin reported that the NYS Retirement System is being upgraded and municipalities are expected to provide the state with updated information. The town has done so and received the bronze certification. As the state proceeds with the implementation, further requirements will be imposed upon municipalities and information on higher levels of certification will be released.
- Supervisor Brumagin thanked Jack Hamilton and Sherri Schenk for the donation of three benches for the Community Center.

#### **Payment of Monthly Claims/Transfers:**

- Payment of Monthly Claims/Transfers – The monthly claims were examined.

Councilman Luce moved, seconded by Councilman Roache, to pay the monthly claims. In the General Fund claim #68 through #94 in the amount of \$18,292.23 and in the Highway Fund claim #32H through #43H in the amount of \$10,789.99 were approved to pay. Motion carried unanimously.

Approved: Ayes – 5 Brumagin, Luce, Roache, Watrous, Wilcox

Nays – 0

**Other Business/Actions:**

- Supervisor Brumagin reminded board members that the next town board meeting will be held Tuesday, May 8, 2018 at 7 pm.
- As there was no further business to come before the Board, Councilman Watrous moved to adjourn the meeting at 8:26 p.m.

Respectfully submitted,

Sherrie R. Tanner  
Town Clerk