

May 14, 2015

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  
Scott Bensink.....Councilman (7:06)  
Dick Watrous.....Councilman  
Dave Wilcox.....Councilman

Absent: Dennis Luce.....Councilman

Attended by: Bill Himelein, David Himelein (Chautauqua County Legislator) (7:12), MaryLou Keith (FLVFD), Ray Keith (FLVFD), Terry Phelps, Paul Scarem (Mina Highway Superintendent), Sherri Schenk

**Minutes:** Motion was made by Councilman Wilcox and seconded by Councilman Watrous to accept the minutes of April 9, 2015 as presented. Motion carried unanimously.

**Comments/Concerns from those present:**

- Terry Phelps commented that he had an article that was posted on-line that stated several fire chiefs in Chautauqua County were interviewed and they all said that they were having struggles getting potential members to join their fire departments despite active recruitment efforts.

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

**Reports:**

- Highway/Cemetery Committee said they had nothing new to report.
- Highway Superintendent  
Superintendent Scarem stated that he had received only one bid on the excavator from the legal notice posted in the newspaper. Discussion held. Councilman Watrous made a motion seconded by Councilman Bensink to move forward on purchasing the excavator and evaluate lease verses outright purchase options. Motion carried.  
Ayes – 4 Brumagin, Bensink, Watrous, Wilcox  
Nays – 0

The town also received a letter from New York State stating that it would receive money towards extreme winter recovery.

**Executive Session:** At 7:18 pm Councilman Wilcox made a motion, seconded by Councilman Bensink to adjourn to Executive Session for contracts, personnel matters and real property. Motion carried. At 8:24 pm Councilman Bensink moved seconded by Councilman Watrous to return to regular session. Motion carried unanimously.

**Old Business:**

- Sewer Project –
  - Supervisor Brumagin reported that a special town board meeting was held at 3:00 p.m. earlier in the day to discuss the sewer project. The Federal SAM (System for

Award Management) application has to be resubmitted and approved. Attorney Greg Yaw recommends that a Municipal Fiscal Consultant be engaged. The Chautauqua County Board of Health is enacting a new law regarding septic tanks being subject to inspection, it will go into effect on January 1, 2016. Rebecca will contact the Town Supervisor for the town in which Lime Lake is located regarding the RFP process they followed to contract with a Municipal Fiscal Consultant.

- Dam Repair Project –
  - The Findley Lake Watershed Foundation reported \$200,000 of grant money has been approved so far for the project and additional grant money is being sought. A meeting with Consultant Harry Sichertman was held and the next step for the town is the completion of a SEQR (State Environmental Quality Review) as lead agency. The goal is to have the SEQR completed prior to the town board's regular June meeting. Ed Mulkearn FLWF President, spoke with the Town Supervisor and requested that budgeted funds be moved from the contingency account so when expenses are incurred the money can be released. It was also reported that the FLWF is going to lower the lake by October 1, 2015 to accommodate the work that needs to be done on the dam. Councilman Wilcox made a motion, seconded by Councilman Watrous, that the \$20,000 be moved from the contingency account but not be released until a voucher is received from the Watershed Foundation. All were in favor and the motion carried.  
Ayes – 4 Brumagin, Bensink, Watrous, Wilcox  
Nays – 0
- Findley Lake Volunteer Fire Department Contract-
  - Discussion was moved to a special June 4th meeting.

### **Correspondence:**

Time Warner Cable – Newsletters, keeping us apprised of developments.

Chautauqua County Dept. of Insurance – Mina's municipality exit liability.

James Caflisch, Director Real Property Tax Services – Certificate of Satisfaction of the Tax Warrant issued to the Town of Mina.

James Prendergast Library Association – Acknowledgement and appreciation for donation in memory of Ronald Vahl.

Town of Mina, Joan Himelein – Invitation to the Town Board to be in the Memorial Day Parade.

NYSDEC – Annual ReLeaf Conference July 16-18, 2015.

The American Red Cross – Requesting nominations for "Hometown Heroes".

Chautauqua County Office of the Sheriff – Poster "Parents Who Host Lose The Most" reminding parents it is illegal to host teen drinking parties in your home.

Southern Tier West – 2<sup>nd</sup> annual erosion and sediment controls & green infrastructure demonstration day.

NationalGrid – '10,000 Trees...and Growing!' program.

### **Reports:**

- Recreation Committee –
  - The Mina Town Board received a request from the Recreation Committee to hire Laura Murphy into the position of Summer Recreation Director and to hire Ella Wiggers and Rebecca King as assistants to the Director. They also are requesting to hire Amy Griffin as soccer director for the months of July and August and Joe Millspaw for the month of August. Councilman Watrous made a motion

seconded by Councilman Wilcox to accept the above recommendations. All were in favor and the motion carried.

Ayes – 4 Brumagin, Bensink, Watrous, Wilcox

Nays – 0

- The Recreation Committee requested that Lex Brumagin secure cost estimates on restoring the playing surfaces of the Findley Lake tennis and basketball courts. He submitted estimates from Lakeshore Paving on three different options. This will be discussed at the June meeting.
- The recreation committee is requesting that the Corry YMCA hold Kinder Camp at the Community Center the first two weeks in August.
- Assessor – Heather Young-Deyell’s report for April 2015 was handed out. She also prepared a Fact Sheet for Equalization Rate Change for 2015 Assessment Roll and a Fact Sheet for 2016 Revaluation.
- CEO/Building Inspector – Melanie Eddy’s report for April 2015 was handed out.
- Findley Lake Area Chamber of Commerce – Sherri Schenk reported that the Chamber is working with the Historical Society on the 200<sup>th</sup> Anniversary of the dam. May 30, 2015 is Taste of Findley Lake from noon to 5:00 p.m. June 13, 2015 is “Walk Off Your Lunch” raising money for the American Cancer Society in a walk around Findley Lake. The Harvest Festival will be held September 4-6, 2015 and Larry Gross is the new chairman for the events.
- Town Clerk – The Town Clerk’s report was distributed reporting the collection of fees and sales of \$2,537.00 for the month of April 2015. She has paid the Supervisor \$1,896.14 NYS Ag and Markets for dogs, \$27.00, NYS Health Dept. \$45.00 and NYS DEC \$568.86.
- Supervisor - Rebecca Brumagin distributed the financial statements through April 30, 2015.

### **New Business:**

- Supervisor Brumagin asked Councilman Bensink if he would help with the annual Town Justice audit, which he agreed to do.
- The Board of Assessment Review has vacancies and needs new appointments. Councilman Bensink made a motion seconded by Councilman Watrous to appoint Steve Boozel to fill a vacancy for 4 years (2018) and to appoint Kelly McDonald to fill a vacancy for 3 years (2017). Motion carried.  
Ayes – 4 Brumagin, Bensink, Watrous, Wilcox  
Nays – 0
- Supervisor Brumagin has a speaker lined up for the Memorial Day program and is trying to find a suitable PA system.
- It was noted that in reviewing the property tax freeze information to submit to NY State, it is difficult to find items that qualify in sharing with other municipalities.
- Supervisor Brumagin will schedule a meeting with Bill Himelein concerning the bus garage lease from Insulation Guys that expires in September.
- Supervisor Brumagin reported the DEC called and asked for help from the town in getting a large willow tree out of the lake that had rotted and fallen into the lake. The Town Highway Department got the tree out and DEC cut it up and hauled it away. Relay for Life contacted DEC and requested that they plant a tree on the fishing access property.

- Supervisor Brumagin mentioned that the Mina Town Board had been invited to the Stanley Hose Annual Dinner. She and Councilman Watrous attended and it was a nice event.
- Towns with municipal websites have specific requirements for items that must be posted on them. The board should review the list and discuss the need for more than one person to access the website to make changes.
- Discussion was held on disposing of folding tables from the Community Center that are no longer being used. The Sunshine Club from Erie and a program by the Abbey Church both need tables.
- U.S. Department of Transportation informed the town that bridge repairs will be made on Interstate 86 in 2016 and include two bridges in the Town of Mina.
- Sherri Schenk reported on behalf of the Findley Lake Fire Department concerning filling in the pond by the tennis courts. The Fire Department spoke with both the NYSDEC and the Army Corps of Engineers. With the potential costs associated with securing permits as well as wetlands replacement criteria, it is cost prohibitive for the Fire Department and therefore has decided not to fill the pond.

**Payment of Monthly Claims/Transfers:**

- Payment of Monthly Claims/Transfers – The monthly claims were examined. Councilman Bensink moved, seconded by Councilman Wilcox, to pay the monthly claims. In the General Fund claim #91 through #121 in the amount of \$17,605.52 and in the Highway Fund, claim #53H through #67H in the amount of \$18,654.15 were approved to pay. Motion carried unanimously.  
Approved: Ayes - 4 Brumagin, Bensink, Watrous, Wilcox  
Nays – 0

As there was no further business to come before the Board, Supervisor Brumagin moved to adjourn the meeting at 9:03 p.m.

Respectfully submitted,

Sherrie R. Tanner, Town Clerk