

May 8, 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), Joanne Malecki, Nancy Roche

**Minutes:** Motion was made by Councilman Luce and seconded by Councilman Wilcox to accept the minutes of the April 10, 2018 meeting as presented. Motion carried.

**Proclamation:**

- Supervisor Brumagin presented Joanne Malecki with a “Proclamation In Recognition of the Volunteer Work of Joanne Malecki” for her exceptional volunteer service of over 4,000 hours in the past four years, including service to the Alexander Findley Community Library, weekly senior citizens lunch program as well as the annual Veteran’s Day Dinner at the Mina-Findley Lake Community Center.

**Comments/Concerns from those present:** none

**Comments/Concerns from those not present:**

- Alex Luddy sent Supervisor Brumagin an email about the speed limit around the lake on Shadyside Road. He stated his dog was hit & killed by a motorist going over the speed limit. Stated he would like to see the speed limit lowered around the lake. Supervisor Brumagin asked Highway Superintendent Himelein to contact him.
- Barb Howard spoke with Supervisor Brumagin expressing concern about the amount of garbage that is being thrown over banks along Shadyside and Ball Diamond Roads.
- Steve Card is looking for a place to dock his boat and was told there were two empty docks along the Woodland Shores area that were available on a first come, first serve basis and he was wondering who to contact about securing a dock slip for his boat. Discussion was held regarding the ownership of the property and if it is included in some of the area deeds. This will be researched prior to contacting Mr. Card.

**Old Business:**

- FL Volunteer Fire Department – Supervisor Brumagin reported she met with Paul & Sharon Scarem, Bill Himelein and Fire Department President, Peter Howard, on the revision of the property boundaries around the tennis courts. Each one has signed off so Attorney Wright can proceed with filing a revision to the deed and then the property can be transferred/donated to the town from the fire department.
- NY Municipal Insurance Reciprocal – The community center and the highway barns had an appraisal visit for insurance purposes and a safety audit from the town’s insurance company.
- Supervisor Brumagin reported Chautauqua County contacted her regarding a sewer district formation as a county shared services arrangement. The County is interested in forming a district within the Town of Mina and a neighboring municipality. Discussion

is being held with the Village of Sherman since their sewer system plant needs to be upgraded. The next meeting at the County will be held May 10, 2018.

### **Correspondence:**

- Chautauqua County Department of Finance – Informing the town that their exit liability would be \$77,056 should they decide to withdraw from the Workers Compensation Plan.
- Chautauqua County Real Property Tax Service – List of Town of Mina properties being foreclosed by the County for non-payment of taxes.
- New York State & Local Retirement System – Thanking the town for working diligently with them towards completing Bronze certification.
- Joan Himelein – Information on the Memorial Day parade with an invitation to be a participant.
- Chautauqua Home Rehabilitation & Improvement Corp. – Invitation to its 3rd annual CHRIC classic golf tournament on Saturday, July 28, 2018.
- FL Volunteer Firemans Assoc. – Financials for April 2018
- Greenman Pedersen – Announcement of Engineer Clay Fails’ upcoming retirement.
- Southern Tier West – 25<sup>th</sup> annual local government conference information on May 9.
- Charter Communications – Announcing Animal Planet will move from SPP Tier 1 to SPP Select Tier.
- The Association of Towns – Certificate to certify the Town of Mina as a member.

### **Reports:**

- Highway/Cemetery Committee – Councilman Watrous recommended hiring Adam Roache for mowing the cemetery this summer.
- Highway Superintendent – Superintendent Himelein reported that the snow total for the year was 251”. He also stated the county would be doing a surface treatment on County Routes 3 and 13 and they will be working on bridges on County Route 7 and Greenman Road. The Mina Highway department, in collaboration with adjacent town highway departments, will be doing surface treatment on Cherry Hill Road, Harrington Hill Road, Shadyside Road and Parsonage Road. They will be patch sealing Stetson Road, Miller Road and Sulfer Springs Road. On Jude Road they will be surface treating and Camp Road they will use Pave NY monies and asphalt it. If there is any excess asphalt, they will pave Cemetery Road. Superintendent Himelein also reported he will be going to Highway School in Ithaca, NY from June 4-6. Supervisor Brumagin asked that the cemetery sign at the Mina Cemetery be painted and discussion was held regarding erecting a sign for the Findley Lake Cemetery. Superintendent Himelein requested the purchase of a used trailer to transport the roller or pipe as a shared service agreement among the Towns of Mina, French Creek, Clymer and Sherman. The total cost of the used trailer is \$6900. Councilman Watrous made a motion, seconded by Councilman Wilcox to purchase the trailer and sign the shared purchase agreement. Motion carried.  
Ayes – 5 Brumagin, Luce, Roache, Watrous, Wilcox  
Nays – 0  
Superintendent Himelein stated that CHIPS money may be used for the truck lease payment of around \$40,000. Equipment that CHIPS money is used for needs to be kept for 10 years.
- Recreation Committee – Nancy Roche thanked Councilman Wilcox for his years of service on the recreation committee. She reported that the committee is looking at two big grants from the Community Foundation out of Buffalo; one grant is for \$25,000 for equipment and the other is for repairing the tennis courts and putting in a fitness trail for

\$50,000. Currently they have secured \$5,500 for the tennis courts resurfacing project and \$5,300 approved from the Findley Lake Community Foundation. The estimate to replace the courts was \$22,000-24,000 and that was a few years ago. The recreation committee is recommending Dave Cooke as a volunteer coach for t-ball and 1<sup>st</sup> year assistant for the summer recreation program at minimum wage (\$10.40 per hour) Elizabeth Brumagin. Councilman Roache made a motion seconded by Councilman Wilcox to hire Elizabeth Brumagin. Motion passed.

Ayes – 4 Luce, Roache, Watrous, Wilcox

Nays – 0

Abstain – 1 Brumagin

Two of the special programs they have scheduled for the summer recreation program are the Erie Traveling Zoo on July 11, 2018 and Farmer Tom on August 1, 2018.

- Assessor – Supervisor Brumagin reported the Assessor had her annual tax roll turned into the state by May 1, 2018 and grievance day for the Town of Mina will be Tuesday, May 22, 2018 from 4-8 pm.
- Town Justice – Supervisor Brumagin reported that the additional information needed from the court clerk has been received to finish the annual audit.
- Town Clerk/Tax Collector – The Town Clerk’s report was distributed reporting the collection of fees and sales of \$1,826.00 for the month of April 2018. She has paid the Supervisor \$1,305.63, NYS Ag and Markets for dogs, \$49.00, NYS Health Dept. for marriage licenses, \$22.50, and NYS DEC \$448.87. She reported that she has written the Town Supervisor a check for interest and penalties from tax collection. She also called the insurance company and verified the town’s coverage on data compromise. She will be attending the Southern Tier West Local Government Conference at Houghton College on Wednesday, May 9, 2018.
- Findley Lake Watershed Foundation – Supervisor Brumagin reported she completed the lease for the weed harvester location and will notify Ed Mulkearn that it can be picked up in the town clerk’s office.
- Findley Lake Volunteer Fire Department – Emailed their April financials to the town board.
- CEO/Building Inspector – Melanie Eddy’s report for April 2018 was distributed.
- Dog Control – The Town Clerk ordered door hang tags for the Animal Control Officer to use for unlicensed dogs, overdue dog licenses and obtaining dog enumeration census.
- Supervisor – Supervisor Brumagin distributed the March 2018 financial statements.

#### **New Business:**

- Councilman Watrous made a motion, seconded by Councilman Wilcox to hire Adam Roache to mow the Mina Cemetery this summer at \$10.40 per hour, minimum wage. Motion passed.  
Ayes – 4 Brumagin, Luce, Watrous, Wilcox  
Nays – 0  
Abstain – 1 Roache
- Supervisor Brumagin stated the Memorial Day Parade lineup will begin around 9:00 am with the parade beginning at 9:30 am.
- Supervisor Brumagin reported the Findley Lake Nature Center would like to include the Town of Mina in the Guide by Cell Program. The program is \$1000 per year for the first three years and the Nature Center is requesting grant support from the Findley Lake Community Foundation of \$2,000 for the first three years. The Findley Lake & Mina Historical Society will provide \$500 over the first three years and the Town of Mina is

being asked to support \$167 per year or a total of \$500 from the Town historian expense account. Councilman Wilcox made a motion, seconded by Councilman Watrous to support the project for \$167 a year for the next three years (total \$500). Motion carried unanimously.

- Discussion was held regarding changing the date of the August regular meeting to accommodate Supervisor Brumagin's travel plans. The town board agreed to move the meeting to Tuesday, August 14, 2018 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 Roache, to pay the monthly claims with the addition of the 2016 International Dump truck lease payment added to the Highway claims. In the General Fund claim #95 through #122 in the amount of \$16,217.39 and in the Highway Fund claim #44H through #58H in the amount of \$60,056.53 were approved to pay. Motion carried unanimously.

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

Nays – 0

**Executive Session:** At 8:42 pm Councilman Watrous made a motion, seconded by Councilman Luce to adjourn to Executive Session for real property issues. Motion carried. At 8:46 pm Councilman Wilcox moved, seconded by Supervisor Brumagin, to return to regular session. Motion carried unanimously

**Other Business/Actions:** Supervisor Brumagin reminded board members that the next town board meeting will be held Thursday, June 14, 2018 at 7 pm. As there was no further business to come before the Board, Councilman Watrous moved to adjourn the meeting at 8:46 p.m.

Respectfully submitted,

Sherrie R. Tanner  
Town Clerk