

July 11, 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: Scott Broome, Denis Cooper (Mina Justice)(7:06), Bill Himelein (Mina Highway Superintendent), Gary Kress, Marty Proctor (County Legislator), Sheriff James Quattrone, Bill Wolfe

Minutes: Motion was made by Councilman Watrous and seconded by Councilman Luce to accept the minutes of the June 13, 2019 meeting as presented. Motion carried. The town clerk reported Highway Superintendent Himelein's name was omitted from attending the May meeting. Councilman Wilcox made a motion, seconded by Councilman Roache to correct the May 21, 2019 minutes by adding Superintendent Himelein to the list of attendees. Motion carried.

Sheriff Quattrone: Supervisor Brumagin introduced Chautauqua County Sheriff James Quattrone who then spoke about recent happenings in the sheriff's department. He has been on the force for 30 years, is familiar with Findley Lake as it was his territory for many years as a deputy, and he used to patrol the lake as part of the navigation unit. He reported the following about the sheriff's department:

- They are changing from black vehicles to red and white as they are more visible
- NYS bail reform legislation that goes into effect on January 1, 2020 will most likely reduce the daily census in the jail
- The department is instituting more employment training for inmates
- A drug court is being implemented
- The County arraignment court has helped; however, it has created more work for corrections officers
- As a community partner , Captain Telford will be attending the Community Connections at Findley Lake event next week
- The fly-car system is working well
- Deputy sheriff training is no longer requiring new recruits to become certified EMTs but is focusing on first responder training instead. There was very little need for EMT services by deputy sheriffs and the training for EMT's extended the academy training program by two months.

The sheriff asked the town board if they had any questions and then opened it up for those in attendance to ask questions. Supervisor Brumagin thanked him for coming to the town board meeting.

Comments/Concerns from those present:

- Legislator Marty Proctor reported that the County Sewer Agency met at 3:00 pm on July 11th and he was elected chair of the committee.
- Bill Wolfe stated that he would like the town to position a portable flashing speed limit sign positioned in various locations around the lake to slow down those exceeding the

speed limit on Shadyside Rd. He also spoke with the sheriff about the sheriff's department patrolling the roads around the lake.

- Gary Kress and Scott Broome – Spoke about the docks on the town park property where they have kept their boats for years and the fenced off area around a dead tree on town property that is prohibiting them from being able to access their boats.
- Denis Cooper – Justice Cooper reported to the town board on the progress of the shared services study with the Town of French Creek regarding combining the town courts. The next step in the process is to have a public hearing, August 5, 2019 for the Town of French Creek and August 8, 2019 for the Town of Mina.

Comments/Concerns from those not present: none

Executive Session: At 7:51 pm, Councilman Wilcox made a motion, seconded by Councilman Roache to adjourn to Executive Session for personnel, real property and legal matters. Motion carried. At 8:39 pm Councilman Watrous moved, seconded by Councilman Wilcox to return to regular session. Motion carried unanimously.

Old Business:

- Supervisor Brumagin reported that she has been working with the Assessor on the 10 to 12 legally established subdivisions around Findley Lake. They are identifying boundaries, paper roads and rights of way. They met with the County Office of Real Property Services and will continue to consult with the town attorney regarding property ownership issues.
- Chautauqua County Shared Services Sewer Agency Meeting – The sewer agency held its second meeting earlier today and elected County Legislator Marty Proctor as chair. No other formal actions were taken at this meeting. The sewer agency has scheduled Thursday, August 15, 2019 at 3 pm to meet with the engineer regarding a proposal for engineering services. The Chautauqua County Department of Health is pulling back on enforcing upgrades of septic systems around Findley Lake while the sewer agency is assessing options and is only requiring upgrades on property transfers. Supervisor Brumagin requested that another letter be sent to property owners to bring them up to date on the status of septic system inspections.
- French Creek-Mina Court Study – Supervisor Dave White (French Creek), Councilman Paul Carey (French Creek), Supervisor Brumagin (Mina), Denis Cooper (Mina Justice) met to review the shared services court study. It is proposed that the Town of French Creek pay the Town of Mina \$1500 per year to contribute toward operating expenses and suggested that the amount be revisited each election cycle. Councilman Luce made a recommendation, seconded by Councilman Wilcox to accept the study and for the Town of Mina to conduct a public hearing on August 8, 2019. Motion carried.
Ayes – 5 Brumagin, Luce, Roache, Watrous, Wilcox
Nays – 0
- Dead Tree on Town Park Property – The following conditions were set regarding the dead tree and the mooring of boats by the Kress and Broome families:
 - 1) Highway Superintendent Himelein will secure estimates from outside contractors to take down the dead tree;
 - 2) The town will allow Kress and Broome to use the docks as long as they have adequate insurance coverage covering the town as well as the Findley Lake Watershed Foundation;
 - 3) Since it is town property, Kress and Broome may not place restrictions on anyone wishing to come onto the docks;

- 4) Kress and Broome may continue to use the docks for mooring their boats until 10/15/19;
- 5) The town will add an addendum to the FL Watershed Foundation's lease to include these items.

Supervisor Brumagin made a motion, seconded by Councilman Roache for the above items to be put into effect. Motion carried.

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

Nays – 0

- Planning Board – Supervisor Brumagin reported that the Planning Board is working on the process to develop a new comprehensive plan as well as zoning law updates. Southern Tier West Development is no longer able to provide assistance with focus groups. There are six priority areas that the group is working on for updating the zoning law. Other zoning law revisions will be considered after a new comprehensive plan is adopted.
 - 1) Pat Cuneo is chair for the possible formation of a second business district which will be more restrictive, assisted by JoAnn Travis.
 - 2) JoAnn Travis is chair for short term house rentals, assisted by Pat Cuneo.
 - 3) Kris Gleason is chair for boat houses, rentals and docks, assisted by Rebecca Brumagin.
 - 4) Rebecca Brumagin is chair for signage, assisted by Kris Gleason.
 - 5) John Shifler is chair for lot sizes, assisted by Phil Persons.
 - 6) Phil Persons is chair for pole and accessory buildings, assisted by John Shifler.Don McCord, Chautauqua County Department of Planning & Economic Development Director, and two of his staff members will be meeting with the Planning Board about the county assisting with facilitating a focus group.
- Solicitation Ordinance – Supervisor Brumagin reviewed the proposed solicitation ordinance that was distributed to the town board at the June meeting. A \$10 fee was recommended for a solicitation permit and a \$50 fee was recommended for any and all violations. Councilman Luce made a motion seconded by Councilman Roache for the proposed Solicitation Ordinance to go to a Public Hearing on August 8, 2019. Motion carried.

Correspondence:

- Charter Communications – Updates on TV programming.
- NYSDEC – 2019 Conference information.
- Christine Ball – Letter of resignation as Supervisor's Bookkeeper for the Town of Mina.
- Gowanda Ambulance Service – Information on expanding their operating services.
- Register.com – Notice of increased renewal cost for the Town of Mina's website hosting services.

Reports:

- Highway Committee – Councilman Watrous reported that the committee met regarding a speed concern on Shadyside Road. The Highway Superintendent had NYSDOT conduct a speed study and the state recommended keeping the speed at 30 mph. Superintendent Himelein then contacted the town's insurance company and they advised having the speed limit marked in additional places. Based upon this advice, he installed 25 to 30 new speed limit signs around the lake a few days before the July 4th holiday.
- It was also reported that a permit is needed for the town to be able to mow on state property at the triangle and the picnic areas. Superintendent Himelein will contact the state about an agreement to allow the town to mow these areas.

- Councilman Watrous reported that the committee met with Superintendent Himelein on options to replace the town pick-up truck that was damaged in a recent accident. An analysis of various options was presented and an in depth discussion was held. Councilman Watrous made a motion, seconded by Councilman Wilcox to pursue purchasing a 2019 Chevy, dual wheel, one ton pick-up with dump box with GVW 13,200 and a gas engine if the truck is still available. Motion carried.
Ayes – 4 Brumagin, Roache, Watrous, Wilcox
Nays – 1 Luce
- Highway Superintendent – Superintendent Himelein distributed his report for July 2019. He reported that all town roadsides have been mowed once. Spot patching is completed and chip sealing will be in the next couple of weeks. All of the speed limit signs on Shadyside have been installed. He would like the town board to take a look at encroachment on the roadside (trees/landscaping) that are reducing visibility and snow removal.
- Recreation Committee – Supervisor Brumagin reported that the Recreation Committee plans to use grant funds and donations for purchasing new basketball hoops, tennis set up, pickle ball nets as well as adding benches and other items that will make the tennis and basketball courts area welcoming to the public. The committee received quotes from three businesses and is recommending that the quote from the Jock Shop be accepted.
- Assessor – Heather Young-Deyell’s report was handed out for June 2019. The 2019 Final Assessment Roll was filed on July 1, 2019. The final roll will be posted on the town’s website. She is working on sales verifications and preparing data for the upcoming reassessment.
- Town Clerk/Tax Collector – The Town Clerk’s report was distributed reporting the collection of fees and sales of \$1,780.00 for the month of June 2019. She has paid the Supervisor \$1,026.26, NYS Ag and Markets for dogs, \$24.00, NYS Health Department for marriage licenses, 90.00 and NYS DEC \$639.74.
- FLVFD – The fire department informed Supervisor Brumagin that the USDA grant/loan application for a new fire truck they had applied for and received approval is being declined as the fire department does not have adequate funds to cover the payments over the period of the loan.
- CEO/Building Inspector – Melanie Eddy’s report for June 2019 was distributed.
- Supervisor – Supervisor Brumagin distributed and reviewed the June 2019 financial statements. The Supervisor reported that since the bookkeeper resigned effective July 31st, she will be reviewing the duties before looking for a replacement. Supervisor Brumagin also reported that the Community Center cleaner will be off for a few more weeks and that a fill-in to clean the bathrooms is working out well.

New Business:

- Supervisor Brumagin reported that Community Connections at Findley Lake is holding an event to make a surprise announcement and that members of the town board are invited to attend on Thursday, July 18, 2019 at 11:00 a.m. at the gazebo downtown.
- The Tapestry Newsletter is being published again and will be posted on the town’s website.
- Supervisor Brumagin reported that the Foreign Fire Tax deposit for 2019 for \$7,245.91 has been received and the full amount will be distributed to the Findley Lake Volunteer Fire Department. She also provided a copy of the document “Frequently Asked Questions: Foreign Fire Tax”.
- The next regular Town Board meeting is scheduled for Thursday, August 8, 2019 at 7:00 pm.

Payment of Monthly Claims/Transfers:

- Payment of Monthly Claims/Transfers – The monthly claims were examined. Councilman Watrous moved, seconded by Councilman Wilcox, to pay the monthly claims. In the General Fund claim #172 through #201 in the amount of \$18,280.11 and in the Highway Fund claim #88H through #95H in the amount of \$26,067.50 was approved to pay. Motion carried unanimously.
Approved: Ayes – 4 Brumagin, Roache, Watrous, Wilcox
Nays – 0

Other Business/Actions:

- As there was no further business to come before the Board, Supervisor Brumagin moved to adjourn the meeting at 10:05 p.m.

Respectfully submitted,

Sherrie R. Tanner
Town Clerk