

August 10, 2017

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
Dave Wilcox.....Councilman

Absent: Dick Watrous.....Councilman

Attended by: Dave Calvert, Bill Himelein (Mina Highway Superintendent), Dave Himelein (Chautauqua County Legislator), Phil Persons (FL Watershed Foundation), Terry Phelps (Findley Lake Volunteer Fire Department), Sherri Schenk

Minutes: Motion was made by Councilman Luce and seconded by Councilman Wilcox to accept the minutes of the July 13, 2017 meeting as presented. Motion carried unanimously.

Comments/Concerns from those present:

- County Legislator Dave Himelein reported the County rescinded it's tax on land line telephones. The Legislators will be discussing the new legislation on partial payment on taxes by towns on Monday August 14, 2017. There is also proposed legislation by the county regarding the senior exemption income level being raised; this will impact county and school taxes but not town taxes.
- On behalf of herself and Larry Gross, Sherri Schenk inquired about parking for the Harvest Fest in September and wondered about using the tennis courts on Saturday & Sunday of Labor Day weekend. Larry has offered to use Our Own Candle Co. bus to shuttle people downtown from the parking area. The Findley Lake Volunteer Fire Department plans to volunteer to park the cars and would collect a fee for parking.
- Terry Phelps reported that Ronald Hamilton passed the EMT class and Carrigan Nichols will retest on September 12, 2017. Alex Scarem and Donovan DeBoe are in the new class which will test in November. Chuck & Kathy Carter are still undecided on pursuing the class. Terry also reported that the county fly car system is in place and functioning at all locations throughout the county.
- Phil Persons reported that the dam breakwall repair project is complete and grant forms have been completed. He reviewed a financial report through August 9, 2017 that lists all sources of anticipated revenue and final expenditures. The total revenue is \$555,013 from all sources and expenditures are \$560,346 with an anticipated unreimbursed loss of \$5,333. The Findley Lake Watershed Foundation is still awaiting cash from various sources and included on the report was a project cash reconciliation analysis. The Watershed Foundation is looking at replacing the weed harvester possibly by the spring of 2019.

Comments/Concerns from those not present: none

Old Business:

- NYMIR – (New York Municipal Insurance Reciprocal) Superintendent Himelein reported that the highway department has completed the workplace violence training that was required and there are no further outstanding issues.

Correspondence:

- Southern Tier West – Planning & Zoning Training being held at JCC
- Consolidated Communications – Notification it closed on a merger with FairPoint
- Charter Communications – Notification of price adjustments in its local Broadcast TV stations & Spectrum Receivers and adding Hillsong Channel in standard & high definition and Charter Policy newsletter
- CASAC – (Chautauqua Alcohol & Substance Abuse Council) promoting its current overdose prevention campaign “Friends Take Care of Friends”
- Jim Caflisch (Chautauqua County Director of Real Property Services) – Informing the town that the county legislature is considering raising the senior income exemption income level for reduced assessment of county & school property taxes from \$20,000 to \$22,000. Also, letting the towns know that he will be bringing to the attention of the county legislature the expense of upgrading the County’s tax collection software to accept partial payments by towns.
- FLVFD – Financial statement as of July 31, 2017; meeting minutes of July & August 2017
- NYS Dept. of Public Service – Proposed increase in electric and gas delivery rates
- Greenman-Pedersen, Inc. – Credit on sewerage project invoice
- Chautauqua County Health Department – Permit for Town of Mina Recreation Program Children’s Camp
- Young At Heart – Thank-you note for bi-fold doors in senior room
- NYS OCR – Comprehensive Monitoring Report
- NYS Dept. of Taxation & Finance – Final Equalization Rate (100% for CAP #4)

Reports:

- Highway Superintendent – Superintendent Himelein reported that the loader has a severe problem with the engine as well as several small issues. He stated that the engine repair would be \$25,000 in parts alone and the front bucket is worn through as well. He is checking out lease options for a new loader. Discussion held. The town board will hold a special meeting on Thursday, August 24, 2017 to decide on options regarding the loader. Superintendent Himelein also reported that emulsion and sealing have been completed and shoulder work is currently being done on Greenman Road, Shadyside Road and Hazen Road.
- Assessor – Heather Young-Deyell’s report for July 2017 was distributed. In August she is working on sales verification taking new pictures and verifying inventory for all parcels that have sold in the last year. School tax bills typically are mailed the first week of September.
- Community Center – Supervisor Brumagin reported the town has a new sound system to use for functions at the Community Center as well as the Memorial Day Program thanks to Larry Bach’s volunteer assistance. She stated that Larry was wonderful to work with and feels it will be a great system. Larry trained Supervisor Brumagin as well as, Dan and Mary Norcross on the new system and is willing to provide additional assistance should the need arise.
- Town Clerk/Tax Collector – The Town Clerk’s report was distributed reporting the collection of fees and sales of \$1,595.00 for the month of July 2017. She has paid the Supervisor \$910.55, NYS Ag and Markets for dogs, \$12.00, NYS Health Dept. for marriage licenses, \$45.00, and NYS DEC \$627.45. She reported attending the meeting held on partial payments of taxes at the county along with Supervisor Brumagin. Hunting licenses went on sale August 1, 2017.

- Findley Lake Watershed Foundation - The dam repair breakwall project revenue and expenditure report through August 9, 2017 was distributed to the town board.
- FL Area Chamber of Commerce – Sherri Schenk reported that the Harvest Fest will be held Labor Day Weekend, Saturday and Sunday, September 2 & 3, 2017.
- FLVFD – Terry Phelps reported that the fundraising campaign is at \$84,500 to date. The goal is \$250,000.
- CEO/Building Inspector – Melanie Eddy’s report for July 2017 was distributed. She will be attending mandatory training on September 11, 12 and 13th.
- Supervisor – Supervisor Brumagin will pass out the July financials at the August 24th meeting as the Supervisor’s Bookkeeper is on vacation. She plans to work on getting a generator for the Community Center and will then complete the Red Cross Shelter Survey.

New Business:

- National Grid Resolution regarding light on utility pole – Councilman Wilcox made a motion, seconded by Councilman Luce to adopt the following resolution asking National Grid to install an additional light on a utility pole near Paradise Bay.

Town of Mina
Resolution #13-17

BE IT RESOLVED by the Town of Mina Board that the Town of Mina authorize National Grid to install one (1) 100-watt high pressure sodium roadway streetlight on existing distribution pole No. 62-1/2 Shadyside Road to illuminate proposed crosswalk and to address the Town’s safety concerns in this area. The new streetlight cost estimate is \$122.50 annually and will be billed to the Town on streetlight account No. 64538-80107.

Ayes – 3 Brumagin, Luce, Wilcox

Nays – 0

- Upcoming Regular and Special Town Board Meetings – Discussion was held and the board agreed that following were acceptable dates for each:
August 24, 2017 – Special Meeting for loader options
September 14, 2017 – Regular Town Board Meeting
October 12, 2017 – Regular Town Board Meeting & Tentative Budget
October 26, 2017 – Work Session (for 2018 budget)
November 2, 2017 – Regular Town Board & Public Hearing on 2018 Budget
- Supervisor Brumagin went over the NYS OCR Report on the dam breakwall repair project and noted that there were two findings: 1) at the time of the monitoring visit, a review of the Town’s project files revealed that the Town did not contain all of the required documentation. Specifically, the files did not contain: Bid documents, which were maintained with the engineer 2) at the time of the monitoring, the Town could not provide evidence that weekly payrolls from Hill Construction were reviewed and/or approved by the Labor Standards Compliance Officer. She will, with the assistance of H. Sicherman & Co. prepare a response to OCR.
- Septic System Inspection Process – Supervisor Brumagin received an email from the County Health Department that letters should be going out to the public. The County was

working on the mailing list and has mailed 150 letters to property owners regarding septic systems within 250' of the lake that are not on file with the County.

Payment of Monthly Claims/Transfers:

- Payment of Monthly Claims/Transfers – The monthly claims were examined. Councilman Wilcox moved, seconded by Councilman Luce, to pay the monthly claims. In the General Fund claim #191 through #216 in the amount of \$37,659.06 and in the Highway Fund claim #95H through #105H in the amount of \$103,697.16 was approved to pay. Motion carried unanimously.
Approved: Ayes – 3 Brumagin, Luce, Wilcox
Nays – 0

Executive Session: At 8:00 pm Councilman Luce made a motion, seconded by Councilman Wilcox to adjourn to Executive Session for real property issues and contractual issues. Motion carried. At 8:30 pm Councilman Wilcox moved seconded by Councilman Luce to return to regular session. Motion carried unanimously.

Other Business/Actions:

- Supervisor Brumagin has contacted the town attorney on acquiring the tennis courts from the FLVFD. He will do the title search, arrange for an updated survey, and prepare the deed and the other transfer documents needed.
- Sherri Schenk and Larry Gross requested parking at the tennis courts for the “Harvest Fest” weekend. The town board discussed the need for the responsible entity to submit proof of liability insurance. Concern was raised in the event of rain as it is a very wet spot to park cars. If the weather is dry they could park cars on the lawn around the tennis court but not on the tennis court. They are to check with the Highway Superintendent Himelein on the condition of the area. The town board is receptive to parking cars at the Community Center, the bus garage and the highway barns.

As there was no further business to come before the Board, Supervisor Brumagin moved to adjourn the meeting at 8:36 p.m.

Respectfully submitted,
Sherrie R. Tanner
Town Clerk