

September 13, 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

Absent: Dave Wilcox.....Councilman

Attended by: Melissa Gibbons (FL Fire Dept. Board), Jack Hamilton (FL Fire Chief), Peter Howard (FL Fire Dept. Board President), Jeff Park (FL Fire Dept. Board), Phil Persons (FL Watershed Foundation), Sherri Schenk

Minutes: Motion was made by Councilman Luce and seconded by Councilman Watrous to accept the minutes of the August 14, 2018 meeting as presented. Motion carried.

Comments/Concerns from those present: none

Comments/Concerns from those not present: none

Executive Session: At 7:01 pm Supervisor Brumagin made a motion, seconded by Councilman Luce to adjourn to Executive Session to discuss the Findley Lake Fire Department Contract. Motion carried. At 7:39 pm Councilman Watrous moved, seconded by Councilman Roache, to return to regular session. Motion carried unanimously.

Supervisor Brumagin reported that Superintendent Himelein had the portable generator moved from the highway building to the Community Center in case it was needed for the primary election being held at the Community Center today.

Old Business:

- Supervisor Brumagin reported that Attorney Wright has spoken with her on the transfer of the Tennis/Basketball courts property. His secretary was working on getting the paperwork completed and sent over to Supervisor Brumagin.
- Timber Bids – The Highway/Cemetery Committee met. The Town only received one bid and because it came in lower than expected they decided to wait on cutting the timber.
- Senger vs. Town of Mina – The lawsuit from a 2015 motorcycle accident is moving forward. On September 24, 2018 former Highway Superintendent Paul Scarem and current Town of Mina highway employees are scheduled to provide depositions.

Correspondence:

- Charter Communications – Upcoming Changes effective October 1, 2018 Newsmax (HD) will be launching digital tier 1/silver level on all lineups, and the English Premier League Soccer channel will be discontinued August 24, 2018.
- Southern Tier West/Sam Lewis – Information on when they hope to start on the Mina cemetery taking pictures of the headstones for GIS (geographic information system).
- Southern Tier West – Information on Planning & Zoning Training November 7 & 8, 2018.

- National Kidney Foundation – Thank you note for donation in memory of Craig Kinney Jr.
- NYSLRS(New York State & Local Retirement System) – Stating requirements for members.
- Redlecki & Son LLC – Timber bid
- NYMIR (New York Municipal Insurance Reciprocal) – Accounting statement covering fiscal year 2017 & Annual Report.
- NYS Storm Assistance – Informing the town that they are closely tracking the storms.
- Small Business Development Center at JCC – Asking for a letter of support for an Appalachian Regional Commission grant they are applying for to provide rural business development assistance to Findley Lake.
- Community Connections – Sheriff Gerace is doing a presentation on Identity Theft. Also would like to work with the planning committee on the comprehensive plan updates.
- Clymer Central School – 2018-2019 School calendar
- New York Government Finance Officers' Association – Information on their conference.
- National Seminars Training – Information on their workshops.
- Vidal Electric – Quote on up-grade of lights for Clerk's office.

Reports:

- Highway Superintendent – Superintendent Himelein reported to the Highway/Cemetery Committee that highway crew certification as well as liability insurance for the Sulpher Springs plowing contract with North East Township is being reviewed. Superintendent Himelein would like to see a policy on headstones be put into place to have complete family agreement with each family member signing off in writing if a replacement headstone is requested. He also reported that the “No Trespassing” signs have not been put up on the landfill property yet but he will have them up before archery season which begins October 1.
- Assessor – Heather Young-Deyell's report was handed out. She reported that NYS Tax and Finance has begun mailing out several types of checks to property owners on the STAR Program. There are STAR credit checks, STAR rebate checks, and property tax freeze credit checks. She will be attending the annual assessor's training September 30th-October 3rd in Binghamton, NY.
- Town Clerk/Tax Collector – The Town Clerk's report was distributed reporting the collection of fees and sales of \$17,132.00 for the month of August 2018. She has paid the Supervisor \$1,709.67, NYS Ag and Markets for dogs, \$43.00, NYS Health Dept. for marriage licenses, \$180.00, and NYS DEC \$15,199.33. The Town Clerk reported that hunting licenses are running about the same as last year.
- FL Watershed Foundation – Phil Persons reported that weed harvesting is complete for this year and they have left the weed harvester in the water as there are a couple of interested parties who would like to purchase it. They are still in need of \$135,000 of funding or loans to purchase the new weed harvester and conveyor. He also reported that the algae blooms are okay now.
- CEO/Building Inspector – Melanie Eddy's report for August 2018 was distributed.
- Supervisor – Supervisor Brumagin distributed the August 2018 financial statements. She reported that \$5,000 was transferred from the general account to the highway account to cover cemetery personal services. Once the sales tax and winter recovery checks are received, the highway account should have an adequate amount of funds for payroll and bills for the next couple of months. Supervisor Brumagin reported that the bookkeeper has been trying to work on the new silver certification but has been unable to complete it

because of problems encountered with the NYS retirement systems website that NYS has been unable to fix. She also reported that Kate Mikula, from C3 Communications, who has been hired as the town's IT consultant will hold a meeting with town employees with computers at 9:00 am on Wednesday September 19th to meet them and go over any concerns each might have with their computer systems.

New Business:

- Supervisor Brumagin reported that a request had come from Ed Mulkearn, President of the FL Watershed Foundation to place a moratorium on building permits around the lake because of concerns regarding water quality with no centralized sewer system and septic systems that do not keep phosphorous from entering the lake. Consensus of the town board was to hold off on the request at this time. The town board may consider it at a later date depending upon the outcome of the shared services study being conducted by the county for municipal cooperation to form a sewer district encompassing Findley Lake.
- Budget Schedule – October 11, 2018 will be the regular monthly town board meeting and the budget work session. November 8, 2018 will be the regular monthly meeting and the Public Hearing for the 2019 budget and possibly the adoption of the 2019 budget. Adoption of the budget is required by November 15, 2018.
- Supervisor Brumagin and Superintendent Himelein met with Dennis Brooks from Chautauqua County Insurance Department on September 6th regarding Workers Compensation. He reported that every municipality in Chautauqua County is in this program. He also reported that the county insurance also covers volunteer fire departments regarding the cancer coverage that will be mandated. The town's insurance costs will not go up because of this coverage. He provided accident/injury forms that need to be completed in case of an injury for any town employee. He shared that the county plans to hire a safety officer that can provide training across the county.
- Melanie Eddy reported to Supervisor Brumagin that Dollar General plans its soft opening on Sunday September 16th.
- Supervisor Brumagin met with the Community Connections board. They are submitting a request for a planning grant for downtown revitalization and would like to collaborate with the Town's Planning Board.
- NYS Paid Family Leave Bill – Supervisor Brumagin reported she received notice that 12 weeks paid time off for bereavement under the New York Paid Family Leave Act has passed the NYS Assembly and the NYS Senate. If the governor signs the bill, the change will become effective on January 1, 2020 for administrative employees.

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 #218 through #245 in the amount of \$14,744.14 and in the Highway Fund claim #105H through #115H in the amount of \$23,850.08 were approved to pay. Motion carried unanimously.
Approved: Ayes – 4 Brumagin, Luce, Roache, Watrous
Nays – 0

Other Business/Actions:

- Supervisor Brumagin reminded board members that the next regular town board meeting and budget work session will be held on Thursday, October 11, 2018 at 7 pm.

- As there was no further business to come before the Board, Councilman Roache moved to adjourn the meeting at 8:30 p.m.

Respectfully submitted,

Sherrie R. Tanner
Town Clerk