

September 8, 2016

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  
Bill Himelein.....Councilman  
Dick Watrous.....Councilman  
Dave Wilcox.....Councilman

Absent: Dennis Luce.....Councilman

Attended by: Dave Himelein (Chautauqua County Legislator), Judy Noble, Jeff Richards, Sherri Schenk, Craig Tenbuckel, Phillis Tenbuckel

**Minutes:** Motion was made by Councilman Watrous and seconded by Councilman Wilcox to accept the minutes of the August 11, 2016 regular meeting as presented. Motion carried unanimously.

**Comments/Concerns from those present:**

- Judy Noble expressed concern about the noise of trucks using their jake brakes going through town even though a letter had been sent to truck owners October 31, 2012 (she feels the noise has gotten worse lately). Also stated they feel they lost three parking spaces across the street from their store when asked to remove the lines they had drawn on the street. Then said she felt the “No Parking” signs that were placed on Shadyside Road should go north on their property not south. In November of 2012 she stated they were told the county had no money to paint the lines on Shadyside but they hoped to do it the next year and she said they still had not been painted. County Legislator Himelein said he would talk with George Spanos Director of the County Department of Public Works on Monday. Last, she wondered if there was a timeline for the dam breakwall repair project.
- Jeff Richards was also concerned about the “no parking” signs as he uses a dock on Shadyside Road area and it doesn’t leave room for him to park there. He also wondered about the dam breakwall repair project and inquired about what was going on in the fire department (didn’t ask a specific question about the fire department).

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

**Reports:**

- Dam Breakwall Repair Project – Supervisor Brumagin reported the Findley Lake Watershed Foundation plans to open bids on Friday morning (September 9<sup>th</sup>) with plans to move forward with construction this fall. The lake will not be let down early; it will begin to be lowered on October 15<sup>th</sup>, as usual. The Mercyhurst Invitational Rowing event will take place on the lake October 8<sup>th</sup>.

**Executive Session:** At 7:17 pm Councilman Wilcox made a motion, seconded by Councilman Himelein to adjourn to Executive Session for contractual matters, personnel matters, real estate matters and litigation. Motion carried. At 8:04 pm Councilman Wilcox moved seconded by Councilman Himelein to return to regular session. Motion carried unanimously.

## **Old Business:**

- Sewerage Project – Supervisor Brumagin reported the New York State PLUS registration has been completed and another updated map and plan are finished. The sewer work group is meeting on September 15<sup>th</sup> at 3:00 pm. A letter was received from the USDA that the project remains on their list. Supervisor Brumagin stated she has received notification from Attorney Greg Yaw that he will be retiring December of 2016. She will talk with him about getting a new attorney for the sewer project.
- Supervisor Brumagin reported Vidal Electric has given her quotes on emergency back-up generators but according to our procurement policy we need additional quotes as well. She also contacted National Grid with a couple of questions and Councilman Himelein gave her the street light pole numbers for the outages around town but they have not gotten back to her yet.
- Paradise Bay Pedestrian Crossing – Supervisor Brumagin stated she spoke with the town attorney and he suggested talking with the town’s insurance company regarding the town’s responsibilities as Paradise Bay has stated that the town’s actions so far have not adequately dealt with the safety issue.
- Walker Cemetery Property – In writing the letter to the Walker’s, Supervisor Brumagin realized that the reimbursement previously approved was for 2007 to current and that they have owned the property since 1992. She will advise them to speak with the assessor regarding the process for any reimbursement county and school taxes. Councilman Wilcox made a motion seconded by Councilman Himelein to add \$75.00 to the amount Tammy and Richard Walker are receiving to reimburse for town taxes for the years 1992-2006. Motion carried unanimously.  
Ayes – 4 Brumagin, Himelein, Watrous, Wilcox  
Nays – 0

## **Correspondence:**

- Paul Scarem – resignation (retirement) letter with no retirement date stipulated
- William Tuggle – Board of Elections reminder of NYS election law
- Charter Communications – ongoing efforts to keep subscribers apprised
- Time Warner Cable – supporting documentation regarding current franchise fee
- Mary Norcross – thank you note for Town Board’s participation in the Memorial Day program and parade
- JCC – “All About You” and “Health & Wellness Courses” for Fall of 2016
- RTI Auctions – Municipal Truck Sales
- Bonnie Becker – 2016 Municipal Historian Survey (Supervisor Brumagin stated she’d turn this over to Mary Norcross)
- NYSDOT – availability of funding to support transportation-related projects and programs (including bicycle, pedestrian, multi-use paths)
- NYMIR – information on a free seminar on distracted driving & traffic signage requirements, fundamentals of signage placement and best practices
- Labella Associates – full service offerings for zombie properties
- Chautauqua County Board of Elections – utilizing the community center for the Primary Election September 13<sup>th</sup> from noon to 9:00 p.m.
- Doug Benson, Peek’n Peak Resort – interested in bike trails around the lake

## Reports:

- Highway/Cemetery Committee – Reported they are still searching for another dump truck. There are two dump trucks in Ohio, one is a 2013 model and they are waiting on a phone call before going to check it out. The town must wait for a date from Superintendent Scarem before next step can be taken regarding his retirement and the process for filling the vacancy.
  - Assessor – Heather Young-Deyell’s report for August 2016 was distributed. A CAP (Coordinated Assessment Program) meeting was held on August 25<sup>th</sup>. It was recommended a cell phone number be posted for her availability during working hours. Also would like the door to be posted when she is not in the office. Heather will attend the Assessor’s Conference September 18<sup>th</sup>-21<sup>st</sup>.
  - CEO/Building Inspector – Melanie Eddy’s report for August 2016 was handed out. She will be attending training the second week of September.
  - Community Center Facility – Jones Well Company is scheduled to be at the property on September 14<sup>th</sup> and 15<sup>th</sup> to repair the well.
  - Town Clerk/Tax Collector – The Town Clerk’s report was distributed reporting the collection of fees and sales of \$18,780.00 for the month of August 2016. She has paid the Supervisor \$3,333.89, NYS Ag and Markets for dogs, \$40.00, NYS Department of Health for marriage licenses \$112.50 and NYS DEC \$15,293.61. She reported Sarah Phearsdorf of Southern Tier West came to assist with getting the vital records ready to be picked up so they can be digitized. She also informed the board that she would like to hire a second deputy and recommended Audrey Sliker. Councilman Watrous made a motion seconded by Councilman Himelein to hire Audrey Sliker effective immediately at \$9.00 an hour. Motion carried unanimously.  
Approved: Ayes – 4 Brumagin, Himelein, Luce, Watrous  
Nays – 0
- Town Clerk Tanner would also like a sign posted at the front of the building stating “No Concealed Weapons Allowed” as it is a government building.
- Findley Lake Area Chamber of Commerce – Sherri Schenk reported the Harvest Fest was a great success. “Christmas Through the Village” will be December 3<sup>rd</sup> and 4<sup>th</sup>.
  - Supervisor - Rebecca Brumagin handed out financials for July and August. Stated the 2017 budget process as follows; October 13<sup>th</sup> distribute budgets, October 27<sup>th</sup> work session, November 3<sup>rd</sup> public hearing, November 10<sup>th</sup> adoption (if not November 3<sup>rd</sup>).

## New Business:

- Road Obstacles – The items by Secret Cubby were not out at curbside for a few days but are being set back out again. Councilman Luce will be asked to speak with them again about moving the items off of the State Highway right-of-way and out of the way of pedestrians and motorists.
- Supervisor Brumagin is having Attorney Wright look into an Officer position for the town to issue parking tickets.
- The town clerk is checking with emergency services in Mayville on the road sign for Shadyside Road/Woodland Shores.
- The Chautauqua County Department of Planning and Economic Development called a five town meeting (Mina, Sherman, French Creek, Clymer and Harmony). The goal of the meeting is to help the communities prepare for the 2017 Round of Consolidated Funding Applications for the 2017 budget process. The meeting will be September 23<sup>rd</sup> at 3:00 pm at the Mina-Findley Lake Community Center.

**Payment of Monthly Claims/Transfers:**

- Payment of Monthly Claims/Transfers – The monthly claims were examined. Councilman Himelein moved, seconded by Councilman Watrous, to pay the monthly claims. In the General Fund claim #233 through #254 in the amount of \$6,690.55 and in the Highway Fund, claim #108H through #117H in the amount of \$73,023.37 were approved to pay. Motion carried unanimously.

Approved: Ayes – 4 Brumagin, Himelein, Watrous, Wilcox

Nays – 0

A special board meeting will be held on Thursday September 29<sup>th</sup> and the next regular meeting will be held October 13, 2016.

As there was no further business to come before the Board, Councilman Watrous moved to adjourn the meeting at 8:37 p.m.

Respectfully submitted,

Sherrie R. Tanner  
Town Clerk