

November 7, 2019

The Mina Town Board met on the above date for a special meeting. Supervisor Brumagin called the meeting to order at 7:00 pm. The following members and guests were in attendance:

Present: Rebecca Brumagin.....Supervisor
Dennis Luce.....Councilman
Dick Watrous.....Councilman
Dave Wilcox.....Councilman

Absent: Ernie Roache.....Councilman

Attended by: Bill Himelein (Highway Superintendent), Alvin Kopta, Wendy Shephard (Northwest Account Executive, Employee Benefits), Art Tanner, Craig Tenbuckel, Phyllis Tenbuckel, Bob Weilacher (7:05), Michelle Weilacher (7:05)

The town clerk reported that a legal notice was published in the Jamestown Post Journal stating that a special meeting for the budget work session for the 2020 budget is scheduled for Thursday November 7, 2019 at 7:00 pm.

Supervisor Brumagin turned the floor over to Wendy Shephard from Northwest Health Care to review the options for health insurance coverage that she previously sent out for the town board's consideration. After Wendy reviewed the options from the spreadsheet, she answered questions from the town board and employees/family members. Extensive discussion was held on the options.

Budget Work Session:

- Supervisor Brumagin distributed and reviewed the October 2019 financial statements.
- Highway Superintendent Himelein reviewed the list he prepared showing increases in the costs of supplies and materials since 2016. Additionally, discussion was held regarding trading in the 2016 pickup truck. Superintendent Himelein reported that a legal notice was placed in the Jamestown Post Journal on October 2, 2019 requesting any interested parties submit a sealed bid by October 16, 2019 and that bids would be opened at the Mina Highway Barn at 1:00 pm on October 16, 2019. There was only one bid received by the cutoff time from Ed Shults Chevrolet. Superintendent Himelein shared information on the trade-in value and the cost of purchasing a new small dump truck with plow to replace it. Councilman Wilcox made a motion, seconded by Councilman Watrous, for Superintendent Himelein to purchase, from Ed Shults Chevrolet, a 2020 Chevrolet 3500HD small dump truck with plow for \$45,809 and trade in the 2016 pickup truck for \$24,011 at a net cash outlay to the town of \$21,798. All were in favor and the motion carried.
Ayes – 4 Brumagin, Luce, Watrous, Wilcox
Nays – 0
- Supervisor Brumagin reported that the unexpended balances in both the general and highway funds cannot be sustained at the current levels and must be taken into consideration when planning/budgeting for the future.
- Discussion was held on the health insurance options presented by Wendy Shephard. In listening to the employees' feedback, they stated they would be in agreement if the town changes from Univera Standard Platinum to Univera Standard Gold for health insurance and add vision coverage as well as a Health Reimbursement Arrangement to reimburse them for their annual deductibles.

- Supervisor Brumagin reported she has been functioning as the bookkeeper since August. Councilman Luce made a motion, seconded by Councilman Watrous to increase the Town Supervisor's annual wages to include the amount budgeted for the bookkeeper. If the Supervisor hires a bookkeeper, the salary will be adjusted at that time. Motion passed unanimously.
Ayes – 3 Luce, Watrous, Wilcox
Nays – 0
Abstain – 1 Brumagin
- Discussion was held on the 2020 tentative budget and the need to make revisions for the preliminary budget to account for increased highway costs and the need to reduce the unexpended balance in the general fund. Given the town board's resolution on October 8, 2019 to exceed the NYS tax cap, if needed, Councilman Watrous made a motion, seconded by Councilman Wilcox, to adopt the 2020 preliminary budget with changes from the Supervisor's tentative budget resulting in a preliminary budget with approximately a 10% increase in the tax rate, exceeding the NYS 2% tax cap. All were in favor and the motion passed.
Ayes – 4 Brumagin, Luce, Watrous, Wilcox
Nays – 0

Other Business/Actions:

- Supervisor Brumagin reminded all in attendance that the appreciation breakfast for town employees and volunteers will be held on Friday, November 22, 2019 at 9:00 a.m. at the Community Center.
- Supervisor Brumagin reported that dog control officers for the Towns of French Creek and Clymer are also retiring/resigning at the end of this year. The three towns (with Mina) are considering shared services for a dog control officer. The Clymer Town Supervisor will be placing an ad in the newspaper for the position for all three towns.
- NYMIR, the town's business insurance company, sent the highway superintendent a checklist on electrical and battery disconnect switches and recommended safety checks to be conducted daily, monthly and annually.
- Supervisor Brumagin completed a county-wide shared services initiative survey that included questions regarding the town's interest in the county's involvement in health insurance services, justice courts, and building inspector/zoning code enforcement services.
- Information was received in regard to the Town of Ripley and a solar project being planned in South Ripley. The proposed project covers approximately 4,000 acres and borders the Town of Mina.
- The next town board regular meeting is to be held on Thursday November 14, 2019 at 7:00 pm and will include a public hearing on the 2020 preliminary budget.
- As there was no further business to come before the board, Councilman Wilcox moved to adjourn the meeting at 9:23 p.m.

Respectfully submitted,

Sherrie R. Tanner
Town Clerk