

April 9, 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
Dick Watrous.....Councilman
Dave Wilcox.....Councilman

Absent: Ernie Roache.....Councilman

Attended by: Phillip Persons (FL Watershed Foundation), Sherri Schenk

Minutes: Motion was made by Councilman Wilcox and seconded by Councilman Luce to accept the minutes of the March 12, 2019 meeting as presented. Motion carried.

Comments/Concerns from those present: none

Comments/Concerns from those not present: none

Sexual Harassment Prevention Training:

- Councilman Wilcox reported that he completed the on-line training and Supervisor Brumagin then conducted the interactive portion of the training so he has finished all of the components. She informed the town board that she has taken the Sexual Harassment Prevention “Train the Trainer” course that was offered in early April by the town’s insurance carrier, NYMIR, and felt it was beneficial. All individuals that lease space at the Community Center as well as those who contract with or are employed by the town need to complete this training.

Old Business:

- Supervisor Brumagin reported that there is a meeting coming up on the Chautauqua County Shared Services Sewer Agency. No date has been established.
- Southern Tier West contacted the town to say they plan on starting in mid-April on photographing the headstones at four of the cemeteries in Mina (Mina Cemetery, Findley Lake Cemetery, West Mina Cemetery and Marks Road Cemetery). Discussion was held on the town covering the expense of having all four done, even though two of them are not the town’s responsibility to maintain. Because the cost is only 20 cents per headstone, consensus of the town board was for the town to cover the cost.
- National Grid conducted a follow-up inspection on the new LED lights that were installed in the hallway and cafeteria at the Community Center and noted that the gym lights had not been installed yet. Kayline called to check on the status because the grant monies cannot be released until all lights have been installed.

- Councilman Luce made a motion seconded by Councilman Wilcox to adopt the following resolution:

TOWN OF MINA RESOLUTION IN SUPPORT OF A SINGLE
TOWN JUSTICE FOR THE TOWNS OF FRENCH CREEK AND MINA

RESOLUTION #9-19

Whereas, over the past several years the administrative and financial costs associated with maintaining a Justice Court has increased for each of the Towns; and

Whereas, the Town of French Creek has experienced, and continues to experience, increased difficulty with attracting and retaining qualified Justices of the Peace; and

Whereas, the New York legislature has enacted legislation authorizing Towns that form a contiguous geographic area within the same County to elect a single justice to preside in the Town Courts of each of the Towns or to establish a single justice court for the Towns; and

Whereas, the Towns of French Creek and Mina wish to conduct a study to determine whether by sharing resources the two towns are able to streamline their Court systems, to reduce the financial costs to each town while maintaining judiciary service for its residents, and whether such sharing of services is in the best interests of each town.

Now, therefore, be it resolved that the Town of French Creek and the Town of Mina hereby authorize a joint study to be undertaken relating to the consolidation of their respective Justice Courts and/or the election of a single Town Justice to preside in the Town Courts of each of the Towns. The study shall be conducted by a committee of two members from each Town, each member to be appointed by the Supervisor of the respective Town.

Brumagin – Aye

Luce – Aye

Watrous – Aye

Wilcox – Aye

Correspondence:

- Charter Communications – Channel lineup changes and news & updates.
- NYS Ag & Markets – Municipal shelter inspection report from 2/5/19 and was rated “Satisfactory”.
- NYSAOT (New York State Association of Towns) – 2019 Membership Certificate and 2019 NYS Town Priorities pamphlet.
- Southern Tier West – Information on the 26th Annual Local Government Conference 5/9/19 at Houghton College.
- NST (National Seminars Training) – Information on Microsoft Excel training.
- Paradigm – Coordinated response exercise emergency pipeline training.
- Community Group Mailing – Information on the Clymer Central School anticipated budget increase.
- Findley Lake Triathlon Festival – Poster & information on triathlon.

Reports:

- Highway Committee – Councilman Watrous spoke with Superintendent Himelein and he would like to hire someone to mow the town cemeteries again this year. He reported that the highway crew is getting ready for road repairs and doing spring maintenance.
- Recreation Committee – Supervisor Brumagin reported that the bid packet is in the Town Clerk’s office and April 24, 2019 is the deadline for the submission of bids. Once those are received, the second bid will be posted. The recreation committee will review the bids and make a recommendation to the town board.
- Assessor – Heather Young-Deyell’s report was handed out for March 2019. The 2019 exemption deadline has passed. Currently data collection of new construction and demolition is taking place

and will be done by May 1, 2019. Assessment change notices will be sent out the first week of May to those having an assessment change. Grievance Day for the Town of Mina will be held on Tuesday, May 28, 2019.

- Town Justice – Supervisor Brumagin reported that she spoke with Justice Cooper and the County’s new Centralized Arraignment Program is going well.
- Community Center – Supervisor Brumagin reported that the Senator Young grant is being held by New York State until the Senator’s position is filled. Supervisor Brumagin reported that the medical director has signed off on the AED (automatic external defibrillator). She is currently working on the County SPEDES renewal application for the septic system and also reported on an incident at the Community Center in mid-February.
- Town Clerk/Tax Collector – The Town Clerk’s report was distributed reporting the collection of fees and sales of \$1,925.00 for the month of March 2019. She has paid the Supervisor \$1,106.38, NYS Ag and Markets for dogs, \$27.00, and NYS DEC \$791.62. She reported she had balanced the tax roll and returned the roll to the county on 4/9/19.
- Findley Lake Volunteer Fire Department – Supervisor Brumagin reported that she received the financials and will email them to the rest of the board. The Fire Department will provide a demonstration of the ambulance with its new lift at the May Town Board Meeting.
- FL Watershed Foundation – Phil Persons reported that the new weed harvester and shore conveyor should arrive at the beginning of May and he showed the town board pictures of the equipment. He said that grant monies have been received from multiple sources and they are just waiting on grant funds from the USDA Rural Development.
- CEO/Building Inspector – Melanie Eddy’s report for March 2019 was distributed. She inquired of the town board that if an unauthorized sign is picked up by the town, should there be a fee and can the sign be thrown away after 30 days. Discussion held.
- Supervisor – Supervisor Brumagin distributed and reviewed the March 2019 financial statements. Supervisor Brumagin also distributed a copy of the Advocacy Update from the state. She reported that the new NYS retirement system on-line will take place this month. She also reported that she will be scheduling an initial meeting for the planning board.

New Business:

- Supervisor Brumagin reported that Peggy Kinney passed away and that the family asked for memorial donations to come to the Community Center. The town clerk is reaching out to the family to see if they have something specific in mind for the money to go toward.
- Supervisor Brumagin reported that David Himelein passed away on April 5, 2019. He was our County Legislator and a former town board member. A donation to Community Connections from the Mina Town Board was added to the abstract in Dave’s memory.
- Supervisor Brumagin reported that plans for the Memorial Day Parade & Program are under way. The program will feature individuals who were killed in action from the Town of Mina as well as a Congressional Medal of Honor recipient.
- NYS Dept. of Financial Services contacted Supervisor Brumagin regarding the annual 2% fire tax funds monies that are mailed to the town. NYS is requiring that the funds be direct deposited. In the past, the town gave the check directly to the FL Volunteer Fire Department. A new procedure will be developed for the disbursement of the funds.
- NYS Department of Environmental Conservation has taken down the remaining large trees in the DEC access fishing area downtown. Supervisor Brumagin will call them and see what their intentions are for replacing the trees and enhancing the property.
- Supervisor Brumagin reported that the planning grant that Community Connections applied for was denied but they are applying for other grants to improve the downtown.
- The next Town Board meeting was scheduled for May 16, 2019 and because of a schedule conflict, the town board agreed to move the date to Tuesday, May 21, 2019 at 7:00 pm.

Payment of Monthly Claims/Transfers:

- Payment of Monthly Claims/Transfers – The monthly claims were examined. Councilman Luce moved, seconded by Councilman Watrous, to pay the monthly claims. In the General Fund claim #86 through #112 in the amount of \$12,480.84 and in the Highway Fund claim #37H through #56H in the amount of \$17,519.35 was approved to pay. Motion carried unanimously.

Approved: Ayes – 4 Brumagin, Luce, Watrous, Wilcox
Nays – 0

Other Business/Actions:

- As there was no further business to come before the Board, Councilman Luce moved to adjourn the meeting at 8:02 p.m.

Respectfully submitted,

Sherrie R. Tanner
Town Clerk