

October 8, 2020

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
Steve Burmaster.....Councilman
Marty Proctor.....Councilman
Ernie Roache.....Councilman
Dick Watrous.....Councilman

Attended by: Jann Bowman, Larry Bowman, Julie Dobson, Bill Himelein (Highway Superintendent), Sherri Schenk

Minutes: Motion was made by Councilman Proctor and seconded by Councilman Roache to accept the minutes of the September 10, 2020 meeting as presented. Motion carried.

Comments/Concerns from those present:

Sherri Schenk asked how many STR applications had been received to date as well as if the Town Board had made any decisions on the STR concerns previously presented. She also requested that the town adopt a resolution to post legal notices somewhere in addition to The Jamestown Post Journal.

Comments/Concerns from those not present: none

Novel Coronavirus (COVID-19) Pandemic:

- Supervisor Brumagin reported the following in regard to the COVID-19 Pandemic:
 - Federal:
 - Congress has not agreed on funding assistance for State & Local Governments.
 - New York State:
 - Governor Cuomo's Executive Order #202 (New York on PAUSE) Disaster Emergency Declaration: currently there have been 68 updates/modifications.
 - Governor Cuomo's Executive Order #205 (Quarantine Restrictions on Travelers Arriving in New York, information on NYS DOH COVID-19 travel advisory): currently travelers from 35 states/territories must self-quarantine for 14 days.
 - Budget Office – 20% reduction in State Funding.
 - Chautauqua County:
 - Three (3) deaths this week
 - Town of Mina:
 - 20% reduction in CHIPs for 2020 and anticipated for 2021
 - 2 new COVID cases in the Findley Lake zip code area

Old Business:

- Supervisor Brumagin reported that the STR association previously requested a meeting so she will try to set one up with Tania Klimo (who will be representing the STR association) along with a member of the Planning Board.

- Accessible Parking – Superintendent Himelein reported that the town has been approved to paint the stencil for accessible parking and the highway department will do this when the weather permits them to do so.
- Supervisor Brumagin reported that a meeting with Southern Tier West to convert the Town's website should be taking place next week.
- Supervisor Brumagin reminded those who have not taken the sexual harassment training to have it completed by next month's town board meeting.
- Supervisor Brumagin reported that the town has a 1987 John Deere Snow Blower that hasn't been used for several years. The highway superintendent will research its value and will assist with assessing options for its sale.
- Superintendent Himelein made two recommendations on Town Highway minimum set back variances and situations that would warrant a property survey.

Correspondence:

- Charter Communications – Upcoming changes.
- Southwestern Regional Emergency Medical Services Council – Information on Public Hearing to determine the need for Chaut. County EMS to convert the Municipal Certificate of Need to a permanent operating authority as an ambulance for Chaut. County.
- Town of Mina ZBA – Notice of Public Hearing to consider an application for Don Proctor to convert a garage to residential use.
- Northern Array – Request to look at the Town of Mina's existing wireless footprint.
- Sheriff Quattrone – Information on the Sheriff's Office establishing five focus groups to work on the Governor's Executive Order #203 Police Reform & Reinvention Collaborative.
- National Grid – Information that National Grid filed a proposal for \$50 million in COVID-19 relief to both residential and business customers. Also announcing they are restarting normal business operations.
- David Prenatt from The Jamestown Post Journal – Asking for information regarding Mina's 2020 Halloween trick or treat hours.
- Parent Network of Western New York – Announcing their address change.
- US Bankruptcy Court Southern District of NY – In regard to Windstream Holdings, Inc.

Reports:

- Highway Superintendent – Superintendent Himelein's report was handed out. He reported that the John Deere 544L Loader has arrived and is working well and that the old loader was traded in. He also reported that the new dump truck has been ordered and will arrive in early spring. He stated that the CHIPs reimbursement, Pave NY, and Extreme Winter Recovery funding will have a 20% reduction this year. He reported that they are working on mixing the salt with sand to prepare for winter and the crew is cleaning out some ditches. The installation of the drain in the back of the town barn has been completed and they have patched and repaired the back lot of the town barn. The highway crew is working on getting the plow equipment ready for winter as well as regular maintenance on the trucks. He reported that he would like to dispose of the extending boom since the excavator can reach what the boom did and that he would like to offer it to other municipalities first.
- Assessor – Heather Young-Deyell's report was handed out for September 2020. She reported that she attended the annual NYSAA Annual Conference on October 5th and 6th that was held as a virtual conference. She will be preparing exemption renewal applications this month allowing more time for property owners to return them. The

cap4assessment.com webpage has been updated and has links to all the most-used exemption applications.

- Town Justice – Supervisor Brumagin reported that the JCAP grant has been submitted. Supervisor Brumagin met with Dave White, Supervisor for the Town of French Creek, Justice Cooper and Justice Clerk, Jodie D’Anthony regarding the transition to a merged court system effective January 1, 2021.
- Community Center – Supervisor Brumagin reported that the front doors and windows need to be replaced and she is also looking into a keyless entry system. She will try to get updated quotes so they can be replaced in 2020.
- Town Clerk/Tax Collector – The Town Clerk’s report was distributed reporting the collection of fees and sales of \$16,000.50 for the month of September 2020. She has paid the Supervisor \$2,329.79, NYS Ag and Markets for dogs \$32.00, NYS Health Dept. \$45.00 and NYS DEC \$13,593.71. She reported that sales for hunting licenses are up \$2000 from last year. She reported that the flooring for the entry area in her office is to be replaced on Friday October 9th. Also, the County still isn’t set up to allow clerks to take partial payments on town/county taxes.
- Code Enforcement – Melanie Eddy’s report for September 2020 was distributed.
- Supervisor – Supervisor Brumagin distributed and reviewed the financials for September 2020. She also briefly discussed the 2021 tentative budget and concerns about the NYS 1.56% tax cap.

New Business:

- Supervisor Brumagin reviewed a highway cash analysis for paying for the new John Deere Loader. It includes the need for the highway fund to temporarily borrow money from the general fund.
- Supervisor Brumagin reported that NYS DOT completed new ADA accessible curb cuts and crosswalks in the downtown area. They shared with her that they have been doing that work in many other area municipalities.
- Supervisor Brumagin recommended that the Town of Mina pass a local law to exceed the property tax cap in 2021, if necessary. Councilman Watrous made a motion, seconded by Councilman Proctor to hold a public hearing on Local Law #2-2020 to override the tax levy limit established in General Municipal Law Section 3-c for the year 2021. Motion carried unanimously.
Ayes – 5 Brumagin, Burmaster, Proctor, Roache, Watrous
Nays – 0
- Supervisor Brumagin reported that she was contacted by The Jamestown Post Journal about trick or treating hours this year. She informed them that due to the pandemic the town will not establish hours but it will be up to individual families if they want to trick or treat and for the homeowners who would like to pass out candy to the children who stop by. Councilman Proctor reported that the Findley Lake United Methodist Church will be holding a “trunk or treat” again this year at the church parking lot from 6 pm – 7 pm on October 31st.
- The next town board meeting will be held on Thursday, October 22, 2020 at 7:00 pm. for a budget work session and the Public Hearing on local law #2-2020 on exceeding the tax cap as well as a Public Hearing on the Spectrum franchise agreement. The next regular Town Board meeting will be held Thursday, November 12, 2020 at 7:00 pm and will also be the Public Hearing on the 2021 Budget. Supervisor Brumagin will ask Attorney Tad Wright to attend that meeting to continue discussions on real property issues.

Payment of Monthly Claims/Transfers:

- Payment of Monthly Claims/Transfers – The monthly claims were examined. Councilman Proctor moved, seconded by Councilman Burmaster, to pay the monthly claims with adding the John Deere Loader to the highway abstract. In the General Fund claim #216 through #243 in the amount of \$11,803.60 and in the Highway Fund claim #122H through #137H in the amount of \$158,657.14 were approved to pay. Motion carried unanimously.

Approved: Ayes – 5 Brumagin, Burmaster, Proctor, Roache, Watrous

Nays – 0

Executive Session:

At 7:50 pm Councilman Watrous made a motion, seconded by Councilman Burmaster, to adjourn to Executive Session to discuss real property matters with Highway Superintendent Himelein. Motion carried. At 8:11 pm Councilman Watrous moved, seconded by Councilman Burmaster, to return to regular session. Motion carried unanimously.

Other Business/Actions:

- As there was no further business to come before the Board, Councilman Roache moved to adjourn the meeting at 8:13 p.m.

Respectfully submitted,

Sherrie Tanner
Town Clerk