

**Town of Minerva
Town Board Meeting
August 15, 2024**

The Semi-monthly meeting of the Minerva Town Board held on Thursday, August 15, 2024 was called to order at 7:00 PM.

Pledge of Allegiance

~Upon Roll Call~

Stephen McNally – Supervisor - Present

Douglas McCall – Councilman - Present

Keith Dubay – Councilman – Present

David LaBar – Councilman – Present

Scott Fish – Councilman – Present

Jon Fish – Highway Superintendent - Present

#205 MOTION by MCCALL and seconded by DUBAY to approve August 1, 2024 Town Board Minutes. Carried 5-0

Public in attendance: Darlene Duffy, Audrey Fish, Calvin Fish, James Fish, Lee Hall, Teresa Brannon Strohmeyer

Public Comment: none

Correspondence:

- Email requesting a refund on campsite reservation from Frank Morehouse.

#206 MOTION by FISH and seconded by DUBAY to approve refund to Frank Morehouse of \$130.00 minus processing fees. Carried 5-0

- Letter from New York Fire & Safety regarding 12-year service on ANSUL system at the Stand.

#207 MOTION by FISH and seconded by LABAR to approve 12th year service on ANSUL system for the stand to meet compliance standards for \$1,495.00. Carried 5-0

- Incident report from Elizabeth and Stephen Moss reporting an incident with Phil Wilson at Site 41 during their stay at the Minerva Campground August 3rd and 4th. Supervisor McNally requested to discuss later in the meeting.

Financial Reports:

#208 MOTION by MCCALL and seconded by DUBAY to approve Audit of Vouchers JULY 2024. Carried 5-0

#209 MOTION by DUBAY and seconded by FISH to approve Operating Statements for JULY 2024. Carried 5-0

#210 MOTION by LABAR and seconded by FISH to approve Cash Report Statement for JULY 2024. Carried 5-0

New Business:

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#211 MOTION by MCCALL and seconded by DUBAY to approve RESOLUTION to improve security at the transfer station and monitor after hours activities with an annual camera subscription of no more than \$150.00/year.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, LaBar, Fish; Nay – none Carried 5-0

#212 MOTION by LABAR and seconded by FISH to approve RESOLUTION to approve budget amendment for grant monies received form Essex County Youth Sports for the amount of \$3000.00 from State Aid Youth 3820.01 to Youth Program C/E – Sports 7310.01.004.03.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, LaBar, Fish; Nay – none Carried 5-0

#213 MOTION by DUBAY and seconded by LABAR to approve RESOLUTION to approve Irish Day Pre-Payments using fund previously approved in Resolution 87 on March 7, 2024 to allow performers to be paid on the Irish Day event.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, LaBar, Fish; Nay – none Carried 5-0

#214 MOTION by MCCALL and seconded by LABAR to approve RESOLUTION to hire additional lifeguards, Ashley Christian and Claire Fish to be paid from A71801.05.

Carried 5-0

#215 MOTION by DUBAY and seconded by FISH to approve RESOLUTION to accept a bid for York rake and extension from Northern Supply for \$9,224.28.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, LaBar, Fish; Nay – none Carried 5-0

#216 MOTION by FISH and seconded by LABAR to approve RESOLUTION to approve performance and pre-pay to have Good Enough perform on August 25, 2024 from 4-8 pm for the cost of \$2,000.00 to be paid from ROOST 69894.18

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, LaBar, Fish; Nay – none Carried 5-0

Supervisor’s Report:

- Waiting for the town attorney about the abandonment of roads, should hear by next meeting.
- Suggested the revamping of the 2nd downstairs bathroom in community center for backpack distribution and storage.
- Cell tower approved at the county, hope to have everything completed this fall.

Highway Superintendent:

- Placed millings in historical washout locations to prevent issues this winter-spring.
- Culvert replacements where needed.
- Hauled sand for Schroon as part of shared services.

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- New clutch in New Holland tractor, then gearbox went on mower and replaced for \$1,900.00.
- Raking being done with the “tired” rake.
- 2 days of brush cutting on federal flats road.
- Stuck with the blades, reimbursement did not come through.

Department Reports:

#217 MOTION by MCCALL and seconded by DUBAY to approve the Town Clerk Report for JULY 2024. Carried 5-0

#218 MOTION by DUBAY and seconded by FISH to approve the Water Collection Report for JULY 2024. Carried 5-0

#219 MOTION by MCCALL and seconded by DUBAY to approve Transfer Station Report for JULY 2024. Carried 5-0

#220 MOTION by MCCALL and seconded by DUBAY to approve the Food Panty Report for JULY 2024. Carried 5-0

#221 MOTION by DUBAY and seconded by FISH to approve Building & Codes Report for JULY 2024. Carried 5-0

#222 MOTION by MCCALL and seconded by FISH to approve Minerva Volunteer Fire & Rescue Report for JULY 2024. Carried 5-0

Jon Fish excused at 7:18pm.

McNally requested and executive session to discuss campground.

#223 MOTION by DUBAY and seconded by FISH to enter Executive Session at 7:18pm. Carried 5-0

#224 MOTION by DUBAY and seconded by LABAR to exit Executive Session at 7:27pm. Carried 5-0

Public Comment #2:

Teresa B.S – discussed millings at boat launch and concerns and email received from Terracon Consultants about historical digging at the cell tower location.

Councilman Comments:

LABAR – Discussed having a lake survey completed by late September.

MCCALL – mentioned sidewalks and possibility of adding sidewalk to improve the corner of CR29/Troutbrook Rd to make it safer for walking.

#202 MOTION by DUBAY seconded by MCCALL to adjourn meeting at 7:34 PM. Carried 5-0

Theresa Fish - Town Clerk