

**Town of Minerva  
Town Board Meeting  
December 19, 2024**

The Semi-monthly meeting of the Minerva Town Board held on Thursday, December 19, 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

Public in attendance: none

Public Comment: none

#298 MOTION by DUBAY and seconded by FISH to approve December 5, 2024 Town Board Meeting Minutes. Carried 5-0

Financial Reports:

#299 MOTION by DUBAY and seconded by LABAR to approve Abstract of Audit Vouchers 12-2024 beginning with Voucher #2024-692 and ending with 2024-738. Carried 5-0

#300 MOTION by MCCALL and seconded by FISH to approve November 2024 Operating Statements. Carried 5-0

#301 MOTION by MCCALL and seconded by DUBAY to approve November 2024 Cash Report Statement. Carried 5-0

New Business:

#302 MOTION by MCCALL and seconded by LABAR to approve RESOLUTION authorize Amend Building Codes Fees, with a correction to woodstove and chimney fee.

Vote was carried out by Roll Call.

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

Supervisor Report:

- The town received a payment in ROOST funds.
- Suggested using ROOST funds for two-sided LED sign for the Town Hall, to display town meetings and events.

#303 MOTION by DUBAY and seconded by MCCALL to approve RESOLUTION to purchase a double-sided LED sign for the Town Hall to be pre-paid from ROOST funds. Vote was carried out by Roll Call.

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

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Highway Superintendent:

- Cut brush
- Tires
- Tore down chains to try and reuse them
- Chains have been order for loader and the old loader has no chains.
- Rcvd a quote to rent a loader for \$8,200/mo., while old loader is torn down and repaired.
- Taking down the large tree on Longs Hill Rd, that was hit by lightning earlier this year.

Department Reports:

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

#305 MOTION by FISH and seconded by LABAR to approve Transfer Station Report for NOVEMBER 2024. Carried 5-0

#306 MOTION by MCCALL and seconded by LABAR to approve the Food Panty Report for NOVEMBER 2024. Carried 5-0

#307 MOTION by MCCALL and seconded by FISH to approve the Building & Codes Report for NOVEMBER 2024. Carried 5-0

#308 MOTION by DUBAY and seconded by FISH to approve Minerva Volunteer Fire & Rescue Report for NOVEMBER 2024. Carried 5-0

Public Comment #2: none

Councilman Comments:

LABAR – asked about the compactor motor at the transfer Station and if it was going to be replaced.

#309 MOTION by MCCALL seconded by DUBAY to adjourn meeting at 7:17 PM. Carried 5-0

Theresa Fish - Town Clerk