

**Town of Minerva**  
**Town Board Meeting**  
**January 16<sup>th</sup>, 2025**

The Semi-monthly meeting of the Minerva Town Board held on Thursday, January 16, 2025 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 – Absent

Scott Fish – Councilman – Present

Jonathan Fish - Highway Superintendent - Present

Public in attendance: Darlene Duffy, Ed & Joy Healy, Robert Kohrman, Teresa Brannon Strohmeier

Public Comment #1:

Darlene Duffy – Asked about burn barrel laws within the town, due to a neighbor burning what appears to be garbage.

#40 MOTION by DUBAY and seconded by MCCALL to approve January 2, 2025 Organizational and Town Board Meeting Minutes. Carried 4-0

Correspondence: none

Financial Reports:

#41 MOTION by MCCALL and seconded by DUBAY to approve Audit of Vouchers 2024-739 and ending with 2024-756, also vouchers starting with 2025-1 and ending with 2025-39. Carried 4-0

#42 MOTION by MCCALL and seconded by DUBAY to approve Operating Statements for DECEMBER 2024. Carried 4-0

#43 MOTION by DUBAY and seconded by MCCALL to approve Cash Report Statement for DECEMBER 2024. Carried 4-0

New Business:

#44 MOTION by DUBAY and seconded by FISH to approve RESOLUTION to set the 2025 Campground rates with no changes from 2024. Carried 4-0

#45 MOTION by DUBAY and seconded by FISH to approve RESOLUTION to set the 2025 Facility rates with no changes from 2024. Carried 4-0

#46 MOTION by MCCALL and seconded by FISH to approve RESOLUTION to remove Andi Paradis from the Planning Board.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubay, Fish; Nay – none Carried 4-0

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#47 MOTION by DUBAY and seconded by FISH to approve RESOLUTION to reappoint Duane Ricketson to another term on the Planning Board with his term ending on December 31, 2029.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, Fish; Nay – none

Carried 4-0

#48 MOTION by MCCALL and seconded by DUBAY to approve RESOLUTION to reappoint Thomas McNally as Chair and Charles Barber as Vice-Chair on the Planning Board.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, Fish; Nay – none

Carried 4-0

#49 MOTION by MCCALL and seconded by FISH to approve RESOLUTION to authorize the town supervisor to contract with Santore’s World Famous Fireworks and Night Sky Productions in a total amount of \$15,500.00; \$7,000.00 to be paid from 75504.01 upon approval on January 16, 2025 to Night sky Productions and \$8500.00 to be paid to Santore’s World Famous Fireworks upon completion of the display on July 5, 2025, \$2000.00 from 75504.01 and \$6,500.00 from 69894.18/ROOST.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, Fish; Nay – none

Carried 4-0

*An announcement was made regarding vacancies that need to be filled on the Planning Board and Zoning Board.*

Highway Superintendent Report:

- Spent time chasing the little bits of snow
- Getting quotes on a loader, hopes to use CHIPS funds towards purchase.
- DEC required the fuel tank to be moved to inside and to be painted.

Supervisor’s Report:

- Heat install is complete in the parks building.
- Reviewed operating statement from 2024 and noted that the town was under budget and over on revenue. Noted a similar budget pattern in the highway department.

#50 MOTION by DUBAY and seconded by FISH to approve RESOLUTION to put Wood Boiler and Modine heaters out for local auction, with a minimum of \$500 for each wood boiler and \$500 for the pair of Modine heaters, sealed offers/bids to be reviewed at the February 6, 2025 town board meeting.

Carried 4-0

Department Reports:

#51 MOTION by MCCALL and seconded by DUBAY to approve the Town Clerk Report for DECEMBER 2024.

Carried 4-0

#52 MOTION by MCCALL and seconded by FISH to approve Transfer Station Report for DECEMBER 2024.

Carried 4-0

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#53 MOTION by MCCALL and seconded by DUBAY to approve the Food Panty Report for DECEMBER 2024. Carried 4-0

#54 MOTION by MCCALL and seconded by FISH to approve the Building and Code Enforcement Report for year of 2024. Carried 4-0

#55 MOTION by DUBAY and seconded by FISH to approve Minerva Volunteer Fire & Rescue DECEMBER 2024. Carried 4-0

Public Comment #2:

Joy Healy – Asked about the facility fees and if Sleeping Giant Seniors needed to make a deposit.

Robert Kohrman – Requested a new salter for the Kubota. Discussion followed.

#56 MOTION by FISH and seconded MCCALL by to approve RESOLUTION for the purchase of a new salter for the Kubota not to exceed \$900.00 to be paid from the Parks Equipment Line.

Vote was carried out by Roll Call.

Aye –McCall, Dubay, Fish; Nay – McNally

Carried 3-1

Teresa Brannon Strohmeier – asked about the water in the court room, and if it was to be repaired.

Councilman comments:

FISH – Asked R. Kohrman how the heat was working at the parks building. Upon request Adirondack P&M reviewed the Highways building boiler and will provide an estimate on switching to a more efficient Propane boiler in the future.

#57 MOTION by MCCALL seconded by FISH to adjourn meeting at 7:37 pm.

Carried 4-0

Theresa Fish / Town Clerk