

**Town of Minerva**  
**Town Board Meeting**  
**February 6, 2025**

The Semi-monthly meeting of the Minerva Town Board held on Thursday, February 6, 2025 was called to order at 7:00 PM.

Pledge of Allegiance

~Upon Roll Call~

Stephen McNally – Supervisor - Present

Douglas McCall – Councilman - Excused

Keith Dubay – Councilman – Present

David LaBar – Councilman – Present

Scott Fish – Councilman – Present

Jonathan Fish - Highway Superintendent - Excused

Public in attendance: Michael Corey, Teresa Brannon-Strohmeyer

Public Comment #1: none

#58 MOTION by DUBAY and seconded by FISH to approve January 16, 2025 Town Board Meeting Minutes. Carried 4-0

New Business:

#59 MOTION by DUBAY and seconded by LABAR to approve RESOLUTION to authorize budget transfers of \$1,174.40 from 19304.01 to 19504.01, \$1,900.00 from 19904.01 to 35104.01, \$253.33 from 90608.01 to 90558.01.

Vote was carried out by Roll Call.

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

#60 MOTION by DUBAY and seconded by FISH to approve RESOLUTION to accept the Annual Financial report for the year ending December 31, 2024.

Vote was carried out by Roll Call.

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

#61 MOTION by LABAR and seconded by FISH to approve RESOLUTION to accept and prepay for the LED sign frame at the Town Hall, to Anderson and Son Specialty in the total amount of \$8,470.00, paid in pre-payment of \$3,000.00 to from 69894.18/ROOST and the remainder of \$5,470.00 to be approved for pre-payment upon delivery from 69894.18/ROOST.

Vote was carried out by Roll Call.

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

#62 MOTION by LABAR and seconded by MCCALL to approve RESOLUTION to set approve the 2025 summer concerts scheduled for the 3<sup>rd</sup> Wednesday of each summer month, totaling \$1500.00 for 3 performances, to be paid from 64104.01.004.

Vote was carried out by Roll Call.

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

#63 MOTION by LABAR and seconded by FISH to approve RESOLUTION to schedule Bounce Houses on Minerva Day, Saturday, July 5, 2025 and pre-pay in the amount of \$495.00 from 69894.18/ROOST.

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Vote was carried out by Roll Call.

Aye – McNally, Dubay, LaBar, Fish; Nay – none

Carried 4-0

#64 MOTION by DUBAY and seconded by LABAR to approve RESOLUTION to allow Minerva Central School to use Brannon Field for the 2025 Softball Season with the stipulation the provide proof of insurance and assist in the maintenance of the field.

Vote was carried out by Roll Call.

Aye – McNally, Dubay, LaBar, Fish; Nay – none

Carried 4-0

#65 MOTION by LABAR and seconded by DUBAY to approve RESOLUTION to approve a Music Festival for Saturday, July 19, 2025, not to exceed \$4,000.00 to be paid from 69894.18/ROOST.

Vote was carried out by Roll Call.

Aye – McNally, Dubay, LaBar, Fish; Nay – none

Carried 4-0

Supervisor’s Report:

- Mr. McNally requested an Executive Session regarding financial.

#66 MOTION by DUBAY and seconded by LABAR to enter Executive Session at 7:09pm.

Carried 4-0

#67 MOTION by DUBAY and seconded by MCCALL to exit Executive Session at 7:11pm.

Carried 4-0

- Presented the draft of the Lake Front Revitalization Plan to the Town Board and public in attendance.

Highway Superintendent’s Report: excused.

Public Comment #2: none

Councilman comments:

DUBAY – The ambulance is being repaired due to a power issue to equipment, and there will be a bill for the repairs. Jon Fish has allowed the work to be done at the highway garage.

#68 MOTION by LABAR seconded by DUBAY to adjourn meeting at 7:26 pm. Carried 4-0

Theresa Fish / Town Clerk