

Town of Minerva
Town Board Meeting
March 20, 2025

The Semi-monthly meeting of the Minerva Town Board held on Thursday, March 20, 2025 was called to order at 7:00 PM.

Pledge of Allegiance

~Upon Roll Call~

Stephen McNally – Supervisor - Present

Douglas McCall – Councilmember - Excused

Keith Dubay – Councilmember – Present

David LaBar – Councilmember – Present

Scott Fish – Councilmember – Present

Jonathan Fish - Highway Superintendent - Present

Public in attendance: Darlene Duffy, Claire Fish, James Fish, Patrick Strohmeier, Teresa B Strohmeier

Public Comment #1: none

#88 MOTION by DUBAY and seconded by FISH to approve the February 20, 2025 Town Board Meeting Minutes. Carried 4-0

Correspondence:

Letter from Daniel Palmer resigning from the position of Town Justice effective March 19, 2025.

Letter from Frontier Communications providing contact information for assistance with escalating critical service issues.

Letter from Bill and Kris Barnes of Queensbury requesting to set up their soft serve ice cream, beverage food truck on Minerva Day.

Email from Aqualogic/Dominic Jude regarding the 2025 schedule for summer milfoil harvesting in Minerva Lake.

Letter from the Planning Board with 2025 changes that they would like to have made to the Zone and Subdivision Law along with additional changes that were requested in March 2024.

Two letters of Interest were submitted for the vacant Town Justice position, from Patrick Strohmeier and Ronnie Howe Jr.

Executive session requested by Stephen McNally to discuss personnel.

#89 MOTION by DUBAY and seconded by LABAR to enter executive session at 7:03 pm.

#90 MOTION by DUBAY and seconded by LABAR to exit executive session at 7:0 pm.

#91 MOTION by DUBAY and seconded by FISH to accept the resignation of Town Justice Daniel L. Palmer and appoint Patrick Strohmeier to the position of Town Justice through December 31, 2025, at which time an elected Town Justice will assume office.

Financial Reports:

#92 MOTION by DUBAY and seconded by LABAR to approve Audit of Vouchers 2025-105 and ending with 2025-154. Carried 4-0

**Town of Minerva
Town Board Meeting
March 20, 2025**

#93 MOTION by LABAR and seconded by FISH to approve Operating Statements for FEBRUARY 2025. Carried 4-0

#94 MOTION by DUBAY and seconded by LABAR to approve Cash Report Statement for FEBRUARY 2025. Carried 4-0

New Business:

Tabled resolution to set 2025 MYP non-district youth fees.

Tabled resolution to set 2025 summer staff fees.

#95 MOTION by LABAR and seconded by DUBAY to approve RESOLUTION to Pay Adirondack P&M for the final payment for the installation of the heating system in the amount of \$5,863.00 to be paid from Parks & Recs Funs Balance.

Vote was carried out by Roll Call.

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

#96 MOTION by DUBAY and seconded by FISH to approve RESOLUTION to authorize Budget amendment of \$12,0750.00 from Water Fund Balance to Attorney CE(1404.08) and pre-pay Orrick, Herrington & Sutcliffe LLP for professional services regarding the issuance of EFC Serial Bond \$1,160,924.00, 2025- Orrick File:42593-2-700.

Vote was carried out by Roll Call.

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

#97 MOTION by MCNALLY and seconded by LABAR to approve RESOLUTION declaring full confidence in Adirondack Park Agency Executive Director Barbara Rice. Carried 4-0

#98 MOTION by MCNALLY and seconded by UNANIMOUSLY approved RESOLUTION honor the Minerva Volunteer Fire Department on the occasion of the 75th Anniversary.

Carried 4-0

Old Business:

Received one bid for the two wood burning boilers.

#99 MOTION by LABAR and seconded by DUBAY to approve RESOLUTION to accept the offer of \$500.00 each from Kurt Whipple for both wood burning boilers from Parks and Recs.

Carried 4-0

Supervisor's Report:

- Discussed the senior exemption on Real Property Tax and changing the income limits for qualification on a sliding scale discount.
- Pick a placement for the Town Hall LED sign.
- Jon is going to pick up a load of clay for Brannon Field and chips for the playground at the Brannon Field.

**Town of Minerva
Town Board Meeting
March 20, 2025**

Highway Superintendent Report:

- Hauling sand for last few week.
- Still cannot get salt.
- 400 to 500 tons left on the budget on the budget for salt to mix with sand.
- Posted roads for weight limit.
- Per inspectors request, we moved the fill pipe inside so it can be read
- Poured end for culverts
- Placed and order for almost \$3000.00 in culverts
- Attended Advocacy Day meeting about 2 weeks ago
- Hamilton County Association meeting today; no money for our roads.
- Doug Green will be done at the end of the next pay period.
- Would like to repost for the vacancy, noting applications previously submitted are still on file and there is no need to reapply.

Department Reports:

#100 MOTION by LABAR and seconded by DUBAY to approve the Town Clerk Report for FEBRUARY 2025. Carried 4-0

#101 MOTION by LABAR and seconded by DUBAY to approve Transfer Station Report for FEBRUARY 2025. Carried 4-0

#102 MOTION by FISH and seconded by LABAR to approve the Food Panty Report for FEBRUARY 2025. Carried 4-0

#103 MOTION by DUBAY and seconded by FISH to approve the Building and Code Enforcement Report for FEBRUARY 2025. Carried 4-0

#104 MOTION by DUBAY and seconded by LABAR to approve Minerva Volunteer Fire & Rescue FEBRUARY 2025. Carried 4-0

Public Comment #2: none

Councilmember comments:

LABAR – spoke about the email from Aqualogic/Dom, regarding the schedule for the summer. Dom requested more money, due to the contract price being low and costs going up.
DUBAY – suggest that the two pickups, can and York rake at the highway/parks go up for local offer, each separately. Mostly good for scrap.

#105 MOTION by DUBAY seconded by FISH to place two pickups, van and York rake, available for local bids. Carried 4-0

#106 MOTION by DUBAY seconded by LABAR to adjourn meeting at 7: 49pm. Carried 4-0

Theresa Fish / Town Clerk