

Town of Minerva
Town Board Meeting
June 19, 2025

The Semi-monthly meeting of the Minerva Town Board held on Thursday; June 19, 2025 was called to order at 7:00 PM.

Pledge of Allegiance

~Upon Roll Call~

Stephen McNally – Supervisor - Present

Douglas McCall – Councilmember - Present

Keith Dubay – Councilmember – Present

David LaBar – Councilmember – Present

Scott Fish – Councilmember – Present

Jonathan Fish - Highway Superintendent - Present

Public in attendance: Jack Demers, Audrey Fish, Lee Hall, , David McNally, Julie Milner, Sharon Stone, Teresa B Strohmeier

Public Comment #1: none

Correction made in the minutes.

#169 MOTION by LABAR and seconded by MCCALL to approve the June 5, 2025 Town Board Meeting Minutes. Carried 5-0

Correspondence:

A letter was received from Colin Mangan, Code Enforcement regarding ongoing issues with the copier in the assessor/code office for many months, which have made it difficult to perform his responsibilities. Noting that a lease/maintenance contract is \$2,600/year for a new copier, and requested that the town board approve this. He also noted that there is a perfectly good spare copier downstairs, and questions why that cannot be moved upstairs for use.

Financial Reports:

#170 MOTION by MCCALL and seconded by DUBAY to approve Audit of Vouchers 6-2025; starting with voucher number 2025-294 and ending with 2025-355.

Vote was carried out by Roll Call.

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

#171 MOTION by MCCALL and seconded by FISH to approve Operating Statements for May-2025.

Vote was carried out by Roll Call.

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

#172 MOTION by LABAR and seconded by DUBAY to approve Cash Report Statement for May-2025.

Vote was carried out by Roll Call.

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

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New Business:

#173 MOTION by DUBAY and seconded by FISH to approve RESOLUTION to prepay Northwoods Concrete, Inc for the footings on the LED sign to be paid from ROOST; 69894.18. Vote was carried out by Roll Call.

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

#174 MOTION by MCCALL and seconded by LABAR to approve RESOLUTION to report the standard worky for elected and appointed officials based on their record of activities from 2024; Teresa Brannon as Court Clerk 4.55hrs, Teresa Brannon as Health Officer 1.06hrs, Teresa Brannon as Historian 2.14hrs, Colin Mangan as Code Officer 8.31hrs.

Vote was carried out by Roll Call.

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

#175 MOTION by MCCALL and seconded by DUBAY to approve RESOLUTION to hire additional beach staff for the summer of 2025; Ashley Christian as a substitute lifeguard at 21.50/hr., to be paid from A71801.05.

Vote was carried out by Roll Call.

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

Supervisor's Report:

- Started processing information for the \$300K grant; gym/building, skid steer and threw in \$100K for cabins at the beach, will see what they come back with and make changes if needed.
- CBDG Lake Front is being submitted by the end of month or early July, which includes, handicap boat launches and tennis courts, won't be decided until Nov/Dec.
- Going to CBDG REBC Committee Meeting on the 26th.
- MHS needs a ditch dug behind the MHS museum for drainage, and will need the board to give the ok to have Jon to dig this.
- Asked if county is doing approaches on Irishtown Rd.
- County left plots of blacktop, see if it can be cleaned up by the county in Irishtown.

Highway Superintendent Report:

- Dirt road work, ditching, lost a section of 14th road, beaver dam let out, lost 100 yards, will retrieve at some point.
- Finished road cuts on Beach Rd & CR-30.
- Starting driveway approaches on Donnelly Rd.
- Loader we were looking at buying may be out of reach, price increase to \$204K an increase of \$30K due to Tariffs Tax. Price already includes 51% we get through the state for a reduction.
- County has left their equipment in Irishtown to finish up.

Department Reports:

#176 MOTION by MCCALL and seconded by DUBAY to approve the Town Clerk Report for May 2025. Carried 5-0

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#177 MOTION by LABAR and seconded by DUBAY to approve Water Collection Report for MAY 2025. Carried 5-0

#178 MOTION by DUBAY and seconded by LABAR to approve the Transfer Station Reports for MAY 2025. Carried 5-0

#179 MOTION by MCCALL and seconded by LABAR to approve the Food Panty Report for APRIL 2025. Carried 5-0

- Supervisor McNally mentioned that the Food Pantry just had their inspection and they discussed the need to stop accepting out of town people.

#180 MOTION by DUBAY and seconded by LABAR to approve the Building and Code Enforcement Report for MAY 2025. Carried 5-0

#181 MOTION by MCCALL and seconded by DUBAY to approve Minerva Volunteer Fire & Rescue MAY 2025. Carried 5-0

Public Comment #2:

T. B. Strohmeier – commented on the copier issue.

D. Duffy – noted the gazebo and benches at the dam need repair.

D. McNally – suggested that the “Jimmy” Brannon Memorial at the beach to be fixed, a new flag in Courtney Park before Minerva Day, and siding fixed on the warming hut.

Councilmember comments:

D. LaBar – presented a quote from Ian Gifford for monument work at the Town Hall for \$7500.

#182 MOTION by DUBAY seconded by LABAR to adjourn meeting at 7:30 pm. Carried 5-0

Theresa Fish / Town Clerk