

Town of Minerva

Town Board Meeting

July 3, 2025

The Semi-monthly meeting of the Minerva Town Board held on Thursday; July 3, 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 – Present

Scott Fish – Councilman – Present

Jonathan Fish - Highway Superintendent – Excused

Public in attendance: Jack Demers, Ed Healy, Joy Healy, Richard Rogers, Jean Surmik

Public Comment #1:

J. Demers – Fire hydrants need paint.

#183 MOTION by DUBAY and seconded by FISH to approve May 22, 2025 Town Board Meeting Minutes. Carried 5-0

Old Business:

Copier in Code/Assessor office; will be discussed at the next meeting.

New Business:

#184 MOTION by DUBAY and seconded by FISH to approve RESOLUTION to amend the following employees hired to the Minerva Youth Program, to allow additional weeks of work and to minimally require a successful completion of Basic Life Support CPR:

Title	Name	Wage	Weeks	Account
Counselor	Kayla Gonyo	\$15.50/hour	6	A73101.01
Counselor	Breah Blake	\$15.50/hour	3+	A73101.01
Counselor	Macaylin Taylor	\$15.50/hour	6	A73101.01

Vote was carried out by Roll Call.

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

#185 MOTION by LABAR and seconded by MCCALL to approve RESOLUTION to hire temporary part-time staff as noted below:

Title	Name	Wage	Allowed hrs.	Account	Retroactive Date
Cleaner	Rebecca Pless	\$19.00/hr.	12/week	16201.01	06/25/25
Laborer	Phillip Wilson	\$19.00/hr.	29/week	16201.01	06/30/25
Laborer	Jason Kelly	\$19.00/hr.	29/week	16201.01	07/07/25

Vote was carried out by Roll Call.

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

Town of Minerva
Town Board Meeting
July 3, 2025

#186 MOTION by MCCALL and seconded by LABAR to approve RESOLUTION to hire Additional Summer Beach Staff:

Title	Name	Wage	Wks.	Account	Retroactive Date
Substitute Lifeguard	Emma Wildermuth	\$21.50/hour	12	A71801.05	6/25/25

Vote was carried out by Roll Call.

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

#187 MOTION by DUBAY and seconded by FISH to approve RESOLUTION to hire a substitute Bus Driver for the Minerva Youth Program:

Title	Name	Wage	Account
Bus Driver	Peter Taylor	\$52.42/trip	A73101.01

Vote was carried out by Roll Call.

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

#188 MOTION by MCCALL and seconded by LABAR to approve RESOLUTION to amend the allowed hours of temporary part-time employee, Hayden Taylor, to work up to 20 hour per week as of June 15, 2025.

Vote was carried out by Roll Call.

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

#189 MOTION by DUBAY and seconded by LABAR to approve RESOLUTION to authorize Funds for Minerva Quest on Minerva Day of \$50.00 from the account 69894.18 for the purpose of purchasing prizes.

Vote was carried out by Roll Call.

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

#190 MOTION by MCCALL and seconded by DUBAY to approve RESOLUTION to authorize Funds for the Fishing Derby on Minerva Day of \$125.00 from the account 69894.18 for the purpose of purchasing prizes.

Vote was carried out by Roll Call.

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

#191 MOTION by DUBAY and seconded by FISH to approve RESOLUTION to approves the Minerva Day Weekend concerts and allow prepayment:

Performer	Concert Date	Paid from	Fee
Gregson Brothers	Saturday, July 5, 2025	69894.18/ROOST	\$800.00
Michelle Peter	Sunday, July 6, 2025	69894.18/ROOST	\$300.00

Vote was carried out by Roll Call.

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

Town of Minerva
Town Board Meeting
July 3, 2025

#192 MOTION by MCCALL and seconded by FISH to approve RESOLUTION to authorize the refund and pre-payment of \$60.00, refunded to original payment to Michael Fiske from account 2001.05

Vote was carried out by Roll Call.

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

#193 MOTION by MCNALLY and seconded by UNANIMOUSLY to approve RESOLUTION to acknowledge the milestone of 100 years of Minerva Alumni, high school graduates, in the township of Minerva. Carried 5-0

Supervisor’s Report:

- Ready to the cell towers-waiting on cell tower to be built, need help from the board on Saturday for Minerva Day, contract from the state about mid-July for Kubota, requested an estimate for the cost of Gym building, disc golf cages for the Beach/Rec area.

Highway Superintendent’s Report: excused.

Public Comment #2:

J. Demers – During the concert kids are climbing on the pond and going to get hurt.

E. Healy – Suggested the Horse Barn for boat storage

Councilman comments:

LaBar – received a suggestion for boat ramp/lake; town should put up “NO Parking Loading & Unloading Only” at the Boat launch, and homemade Raft/Pontoon is using the dock as its own private slip, and should be removed from the dock. Suggested, with grant, to build docks and sell slips for boats.

Dubay – questioned when Town Highway works for county if they are paid from the County.

McCall – provided an estimate for \$3,000.00 from Ed Reynolds/Northern Masonry for the monument repairs at the front of the Town Hall.

#194 MOTION by MCCALL and seconded by DUBAY to approve RESOLUTION to accept the quote from Northern Masonry in the amount of \$3,000.00, and approving payment from ROOST/69894.18.

Vote was carried out by Roll Call.

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

#195 MOTION by MCNALLY and seconded by FISH to approve RESOLUTION to approved the purchase of up to five (5) disc golf cages for the Minerva Recreational Area, available for public use, to be paid from the ROOST/69894.18, not to exceed \$2,000.00.

Vote was carried out by Roll Call.

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

#196 MOTION by DUBAY seconded by LABAR to adjourn meeting at 7:24 pm. Carried 5-0

Theresa Fish / Town Clerk