

Town of Minerva - Town Board Minutes February 19, 2026

The Semi-monthly meeting of the Minerva Town Board held in the Upper Level of the Minerva Town Hall, 5 Morse Memorial Highway, Minerva, NY 12851 on Thursday; February 19, 2026 was called to order at 7:00 PM.

Supervisor McNally opened the Regular Town Board Meeting with the Pledge of Allegiance.

Roll Call taken by Town Clerk, Theresa Fish:

Present:

Town Supervisor: Stephen McNally
 Councilmember: Doug McCall
 Councilmember: Keith Dubay
 Councilmember: David LaBar-arrived 7:06pm
 Highway Superintendent: Jonathan Fish
 Town Clerk: Theresa Fish

Not Present:

Councilmember: Scott Fish

Hold on approval of February 5, 2026 minute approval due to lack of voting Board Members present at the Feb 5th meeting.

Correspondence:

- Email from Jon Hausman requesting Water Tax - 59 Minerva Lake Rd issue be introduced by Stephen McNally.
 Short discussion followed. Steve will look into it, but may take time.
- Thank you, card was received from the Sleeping Giant Seniors, thanking the town for their Agreement amount of \$1,000.00.

Financial Reports:

#76 MOTION made by MCCALL and seconded by DUBAY to approve Abstract Audit of Vouchers 2-2026 on FEBRUARY 19, 2026; starting with voucher number 2026-42 and ending with 2026-92:

		<u>Unpaid</u>	<u>Paid</u>	<u>Total paid & unpaid</u>
General Fund	01	\$34,441.89	\$16,760.55	\$51,172.44
Highway Fund	02	\$78,364.01	\$3,113.77	\$81,477.78
Parks District	05	\$782.67	\$3,679.41	\$4,462.08
Fire Protection Fund	06	-	\$2,500.00	\$2,500.00
Water District Fund	08	\$2,698.76	\$699.12	\$3,367.88
ROOST Economic Development	18	\$495.00	-	\$495.00
Trust & Agency Fund	99	-	\$613.21	\$613.21
<i>Totals</i>		\$116,752.33	\$27,336.06	\$144,088.39

Aye – McNally, Dubay, McCall; Nay – none

Carried 3-0

#77 MOTION made by MCCALL and seconded by DUBAY to approve the Operating Statements for Jan-2026.

Aye – McNally, Dubay, McCall; Nay – none

Carried 3-0

Town of Minerva - Town Board Minutes February 19, 2026

#78 MOTION made by MCCALL and seconded by DUBAY to approve the Cash Report Statement for Jan-2026.

Aye – McNally, Dubay, McCall; Nay – none

Carried 3-0

LaBar arrived at 7:06 pm.

New Business:

#79 MOTION made by DUBAY and seconded by FISH to approve RESOLUTION which accepts the A.F.R. for the year ending December 31, 2026.

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

Carried 4-0

#80 MOTION made by DUBAY and seconded by LABAR to approve RESOLUTION authorizes budget line transfers: From account Judgements & Claims/19304.01 to account Taxes & Assessments/19504.01 in the amount of \$1,054.18 and from account Contingency/19904.011 to account Unallocated Insurance/19104.01 in the amount of \$\$2,318.83:

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

Carried 4-0

#81 MOTION made by DUBAY and seconded by MCCALL to approve RESOLUTION to establishes the following Youth Program fee schedule for non-district children, as follows:

2026 Fee	Children	Time	
\$100.00	Per child	Per Week	(6 weeks) one week minimum
\$500.00	1 Child	Full Program	
\$125.00	for two child family	Per Week	(6 weeks) one week minimum
\$625.00	2 Children Family	Full Program	
\$150.00	for three child family	Per Week	(6 weeks) one week minimum
\$750.00	3 Children Family	Full Program	
\$175.00	for a four Child Family	Per Week	(6 weeks) one week minimum
\$875.00	4 or more Children	Full Program	

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

Carried 4-0

#82 MOTION made by DUBAY and seconded by LABAR to approve RESOLUTION to approve the request to name the private road, located off Stewart Road, Flower Way and forward a copy of the resolution to Essex County 911 system and to the Minerva Volunteer Fire Department and Rescue Squad.

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

Carried 4-0

Supervisor’s Report:

- \$100K Grant to update the Comprehension Plan, last updated in 2008.
- \$3K from Sports council, plan to use to continue frisbee golf
- ROOST funds are at \$163K

Highway Superintendent’s Report:

- 200 tons salt ordered, 36 ton received, borrowed 3 tandem loads from DOT.
- Tree cutting & hole patching for county.
- Scrapped the roads w. grater.

**Town of Minerva - Town Board Minutes
February 19, 2026**

- Water leak at the town well require a minimum of 30-minute shutdown to repairs
- Problems with pump 1 kicking off. Has been looked at 3x, replaced starter switches
- Northern supply – metal costs are up
- Tracks on the excavator will be \$38K-\$68K depending on the quality, higher quality will last longer. Will need a resolution to approve.
- Will need another truck.

Department Reports:

#83 MOTION made by DUBAY and seconded by LABAR to approve the Town Clerk Report for Jan. 2026.

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

#84 MOTION made by MCCALL and seconded by DUBAY to approve the Tax Collection Report for Jan. 2026.

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

Transfer Station – no C&D to report for January.

#85 MOTION made by LABAR and seconded by MCCALL to approve the Food Panty Report for Jan. 2026.

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

#86 MOTION made by LABAR and seconded by DUBAY to approve Minerva Building & Codes Jan. 2026.

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

#87 MOTION made by MCCALL and seconded by DUBAY to approve Minerva Volunteer Fire & Rescue Jan. 2026.

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

Councilmember comments:

LaBar- update on the status of the ProcelleCOR retreatment process.

Dubay- Fire department thanks the Highway Dept. for their assistance during the recent fire.

#88 Motion by MCCALL and seconded by DUBAY to approve the minutes for the February 5, 2026 Town Board Meeting.

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

#89 MOTION by MCCALL seconded by LABAR to Adjourn the meeting at 7:30pm.

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

Theresa Fish, Town Clerk