

Town of Mina
January 5, 2010
Organizational Meeting

The Mina Town Board met on the above date for the Annual Organizational Meeting. Supervisor Brumagin called the meeting to order at 8:34 a.m.

Present:

Rebecca Brumagin	Supervisor
Dennis Luce	Councilman
Scott Bensink	Councilman

Absent: Denis Cooper.....Councilman
David WilcoxCouncilman

Resolution #1-10

The following resolution presented by motion of Dennis Luce, seconded by Scott Bensink was passed: BE IT RESOLVED THAT the Town Board of the Town of Mina hereby agrees to authorize the Findley Lake Volunteer Fire Department to conduct fund raising activities and will provide its assistance by encouraging the community to support these activities.

A motion was made by Scott Bensink, seconded by Dennis Luce and passed to hold monthly board meetings on the second Wednesday of the month at 7:00 P.M. at the Mina-Findley Lake Community Center.

Dennis Luce made a motion to authorize the use of Community Bank, N.A. as the depository for the town's funds, seconded by Scott Bensink and passed.

Scott Bensink moved, Dennis Luce seconded the motion and it passed to establish the Jamestown Post Journal as the official newspaper of the Town Board. Motion passed.

Dennis Luce made a motion, seconded by Scott Bensink to continue in membership in all the municipal, county and state associations. Motion Passed.

Scott Bensink moved to appoint Joan Himelein Registrar of Vital Statistics. The motion was seconded by Dennis Luce and passed.

Dennis Luce moved to appoint Joan Himelein as Handicapped Parking Permit Officer. The motion was seconded by Scott Bensink and passed.

Scott Bensink motioned, seconded by Rebecca Brumagin that no constable be appointed at this time. Passed.

Dennis Luce moved that the wages of the highway employees be set at \$16.08 per hour from January through December 2010. Motion seconded by Scott Bensink and passed.

Also, part-time (temporary wages) highway help to be paid at the rate of \$12.00 per hour and highway motor equipment operators during the introductory period to be paid at the rate of \$12.00 per hour. Temporary help to be hired only when a full time highway employee is unable to work and then authorized only by the highway committee if the highway superintendent is

unavailable for the authorizing. Motion made by Rebecca Brumagin seconded by Scott Bensink. Motion passed.

Scott Bensink moved that employees eligible for health insurance pay \$23.00 per biweekly pay for individual health insurance; \$43.50 per biweekly pay for 2 person coverage, and \$62.00 per biweekly pay for family health insurance to offset the cost of the monthly insurance premium. The amounts will be deducted from wages pretax under Section 125 of the IRS Code unless the employee signs a waiver form. This motion was seconded by Dennis Luce and was passed unanimously.

Dennis Luce moved, Scott Bensink seconded the motion to authorize the highway superintendent to advertise for bids for all necessary supplies for highway use in 2010. Motion Passed.

Scott Bensink made a motion that the town officials' salaries are to be as adopted in the final 2010 budget. Seconded by Dennis Luce and motion passed.

Scott Bensink moved, Rebecca Brumagin seconded the motion to appoint Dennis Luce as Deputy Supervisor. Motion Passed.

Motion was made by Rebecca Brumagin, seconded by Dennis Luce that all town officials be paid \$ 0.50 cents per mile for use of their cars while discharging official town duties. Motion Carried.

A motion was made by Scott Bensink and seconded by Dennis Luce to appoint the law firm of Wright, Wright & Hampton as Town Attorney. Motion Passed.

Motion made by Dennis Luce, seconded by Scott Bensink to authorize the hiring of a legal stenographer at legal rates, for any necessary hearings by town officials in the Town of Mina in 2010. Motion Passed.

Scott Bensink moved, motion seconded by Dennis Luce to reappoint Sharon Scarem as Town Historian. Motion passed.

Dennis Luce made a motion, seconded by Scott Bensink to reappoint Daniel and Sandy Kochanowski as Dog Control Officers at \$8.41 per hour. Motion passed.

The Supervisor made the following appointments for various committees:

Highway and Cemetery Committee:

Denis Cooper
Scott Bensink

Recreation Committee Liaison

David Wilcox

Insurance Committee:

Rebecca Brumagin

Denis Cooper
Dennis Luce
Scott Bensink
David Wilcox

Community Center Facilities Coordinator:
Joan Himelein

Refuse Service Liaison
David Wilcox

Findley Lake Property Owners Liaison
Ed Mulkearn

Coordinated Assessment Program Committee
Denis Cooper
Rebecca Brumagin

The Mina-Findley Lake Community Center is designated as the official polling place for the Town of Mina for 2010. Dennis Luce made a motion to designate the Community Center as the official polling place, seconded by Scott Bensink and passed.

The Supervisor's Bookkeeper was authorized to pay the utility bills, insurance premiums bills due rather than waiting for the monthly audit, thus eliminating late charges. Scott Bensink moved to authorize payment seconded by Dennis Luce and passed unanimously.

Dennis Luce moved, seconded by Scott Bensink to authorize the highway Superintendent to clear the snow from the following areas: Findley Lake Volunteer Fire Department, Findley Lake-Mina Community Center, New York State Access area, and Findley Lake Watershed Foundation area on Main Street. Motion carried.

Scott Bensink moved, seconded by Dennis Luce to authorize the highway Superintendent to remove the accumulated snow on Main Street to accommodate the width of parking a car. Motion carried.

Scott Bensink moved, seconded by Dennis Luce to authorize the highway Superintendent to occasionally remove snow on Main Street that has been plowed to the side of the road when there is a significant accumulation of snow. This does not authorize the highway superintendent to clear snow from the sidewalks as that is the responsibility of the property owner. Motion carried.

A motion was made by Dennis Luce and seconded by Scott Bensink to fill the following positions with the following individuals:

Patricia Piazza - Deputy Town Clerk, Deputy Records Management Officer, Deputy Registrar of Vital Statistics, and Deputy Handicapped Parking Permit Agent, motion carried.

Sharon Utegg - Justice Clerk to assist with records and take minutes of court hearing. Motion carried.

Mary Lou Keith – Custodian at the Community Center. Motion carried.

Melanie Eddy - Interim Building Inspector and Zoning Code Enforcement Officer. Motion carried.

A motion was made by Rebecca Brumagin and seconded by Dennis Luce to appoint John Shifler to the Zoning Board of Appeals Committee. Motion carried.

Resolution #2-10

Resolution #2-10 was passed eliminating winter maintenance of Fox Road, Klondyke Road and part of Gas Well Hill Road at the request of Highway Superintendent Paul Scarem. Dennis Luce made the motion to adopt the resolution, seconded by Scott Bensink and unanimously passed.

A motion was made by Scott Bensink and seconded by Dennis Luce to designate the Findley Lake Fire Department Fire Chief, Kevin Hoitink as the Town's Disaster Coordinator. This motion passed.

Resolution #3-10

On a motion of Scott Bensink seconded by Dennis Luce, the following resolution was Resolved that meetings, schooling/educational classes for Elected and Appointed Officials, Code Enforcement Officer, and Dog Control Officer when school pertains to respective jobs is duly authorized. Motion carried.

Other Business:

Discussion was held regarding increasing the Town's pledged collateral with Community Bank. Supervisor Brumagin moved Councilman Luce seconded to increase our pledged collateral by \$300,000. Motion carried.

Update of Investment Policy of the Town of Mina: Supervisor Brumagin moved seconded by Councilman Luce to adopt the investment policy. Motion carried.

Univera Insurance Broker Designation: Discussion held. Supervisor Brumagin moved seconded by Councilman Luce that we not use a broker. Motion carried.

At 9:00 pm Supervisor Brumagin moved seconded by Councilman Bensink to adjourn to Executive Session regarding potential litigation. Motion carried. At 9:10 am Supervisor Brumagin moved seconded by Councilman Bensink to return to regular session. Motion carried.

Proposed Zoning Law – Results of Public hearings/written comments: Discussion was held.

Supervisor Brumagin asked Councilmen Luce and Bensink if they could finalize the lease agreement for the bus garage by the January 13, 2010 meeting.

The meeting was adjourned at 10:10 a.m.

Respectfully submitted,

Joan R. Himelein, Town Clerk