

Town of Mina
Town Board Packet
March 9, 2023 Meeting

(Agenda and Minutes are Posted Separately)

Town of Mina
Proposed Local Law #__-2023
Boat Dock Regulations on Town of Mina Property
Draft: February 16, 2023

Intent: To make available Town of Mina owned lake front property to Town of Mina property owners for the sole purpose of accessing a dock on Findley Lake for the mooring of watercraft.

By making application, the applicant agrees to be bound by the terms and conditions contained in these regulations.

1. A permit from the Town of Mina is required before a dock may be used by any individual or entity on Town-owned property or buoyed along the shoreline of Town-owned property.
2. No dock may be installed on any Town of Mina property by any individual or entity after the adoption of this law. Any dock existing at the time of adoption of this law will automatically become the property of the Town of Mina.
3. A permit will be issued for one dock season only. Applications for the next season will be accepted no earlier than October 15.
4. Permit must be displayed at the site that has been issued by the Town of Mina. These permits will be placed on the dock by May 1st each year.
5. Issuance of a permit one year shall not be construed to convey any rights to obtain a permit in any subsequent year or at a particular location. The Town of Mina reserves the right to discontinue making dock spaces available at any time.
6. An existing permit holder will have preference in keeping the same dock location in the next season provided a complete application and payment is received on, or before, April 1st. If April 1st should fall on a weekend or holiday, then the date shall be extended to the next business day. Applications will not be automatically mailed out – they must be requested or accessed on the Town of Mina website.
7. When a current dock permit holder no longer applies for the dock space that they have held in previous years by the deadline of April 1st, that dock will then become available for someone else. The Town of Mina will keep a running list of applicants that would like a dock if one becomes available. This list will be kept by the date that the applicant has turned in their application at the Town of Mina office or by the date postmarked on the envelope if the application was mailed. When a dock space becomes available, the Town of Mina will contact the applicant at the top of the list, if this applicant is no longer interested in a dock space, they will be removed from the list and the next person on the list will be contacted. This process will

continue until the dock space has been filled. Applicants on the list are responsible to keep the Town of Mina updated of any phone number or address changes.

8. Fees: The applicant must reside full-time or own property within the Town of Mina. The permit fee is established annually by the Mina Town Board. After issuance of the permit, the fees are non-refundable for any reason.
9. Insurance: A certificate of insurance, with the Town of Mina as an additional insured, shall be provided. The applicant, as well as any others that share the space, shall provide general liability or comprehensive personal liability insurance in an amount determined by the Mina Town Board with a combined single limit for bodily injury and/or property damage.
10. The permit is not transferable or assignable.
11. The permit may be terminated at the exclusive option of the Town of Mina for any reason on five (5) business days written notice. Permittee will have five (5) business days after receipt of notice to remove all personal property from the location.
12. The Town of Mina reserves the right to periodically inspect the dock spaces and to notify permittees of violations of the terms and conditions of the permit, however, failure of the Town of Mina to enforce at any time shall not be considered to be a waiver of any of the provisions relating to the issuance of a permit.
13. Dock and associated space shall be maintained in good, safe order and shall be free from debris.
14. Permittee shall at no time install anything other than what is approved. The Town of Mina may remove and dispose of any materials left on the dock space.
15. Group gatherings and recreational fires are not permitted on the docks or surrounding Town of Mina property between 11:00 pm and 6:00 am.
16. Alcoholic beverage consumption on the docks or surrounding Town of Mina property is not permitted.
17. Sharing Space with Others: Additional individuals may not share a dock with the permittee. If the Town of Mina determines that vessels are regularly docked without having met the application and insurance requirements, the permit may be revoked. The permit holder is responsible for the activities at the permit holder's location.

HIGHWAY REPORT MARCH 2023

- WE HAVE BEEN DITCHING ON CHERRY HILL
- 1 NEW DRIVEWAY ON CHERRY HILL ALSO HAS BEEN INSTALLED
- 117 INCHES OF SNOW TO DATE
- HAVING TWO TRUCKS FOR HAULING MATERIALS HAS BEEN VERY HELPFUL. (DO TO LIGHT SNOWFALL WE HAVE STILL CONTINUED TO BE PRODUCTIVE)

MEMORANDUM

ASSESSOR'S OFFICE

TOWNS OF MINA, SHERMAN & FRENCH CREEK

2883 NORTH RD

P.O. BOX 86

FINDLEY LAKE, NY 14736

Ph: 716-769-7125; Fax: 716-769-7207

TO: Mina Town Supervisor and Town Board

FROM: Heather Young-Deyell, Assessor

DATE: March 8, 2023

SUBJECT: **March Assessor's Report**

- There was deed 1 filed at the County Clerks Office for the Month of January.
- Data entry of all assessment changes is complete for the 2023 Revaluation project for CAP4.
- Assessment change notices will be printed and mailed by March 17th.
- After the assessment change notices are mailed, the website: www.cap4assessment.com will be updated with new assessment and sales data for property owners to review and determine if their assessment is fair.
- Informal hearings will take place through the month of April.
- The exemption renewal process has concluded. Any property owner that failed to renew their exemptions must be removed for the 2023 assessment roll.
- I would like the Town of Mina to consider increasing the income limit for the low-income senior exemption from 12,500 to match the County of Chautauqua Limit, which is currently 22,000. Perhaps it could be worded that we will mirror that county limit in perpetuity so that it's not necessary to alter the local law regularly.
- Please see the attached local laws that were adopted at the county level for the Veteran's exemption amounts. This local law was adopted November 16, 2022 and was emailed to Assessor's on March 7, 2023 from the Chautauqua County Real Property Tax Director.
- Requests for information:
- Post-journal request for ag data- attached to this report.

AGRICULTURAL ANALYSIS

TOWN OF MINA	TOTALS	PERCENTAGE OF TOWN
Parcels	1,654	
Agricultural parcels	142	9%
Assessed value of town	177,871,199	
Assessed value of ag land	13,012,200	7%
Acreage of town	23,242	
Acreage of AG land	10,193	44%

TOWN OF SHERMAN	TOTALS	PERCENTAGE OF TOWN
Parcels	1,271	
Agricultural parcels	152	12%
Assessed value of town	96,776,207	
Assessed value of ag land	14,190,400	15%
Acreage of town	23,330	
Acreage of AG land	10,893	47%

TOWN OF FRENCH CREEK	TOTALS	PERCENTAGE OF TOWN
Parcels	1,171	
Agricultural parcels	206	18%
Assessed value of town	139,638,695	
Assessed value of ag land	16,918,400	12%
Acreage of town	23,223	
Acreage of AG land	12,008	52%

>Land is mostly used for crops in each town.

>Ag land isn't a great portion of the tax base, but nearly 50% of land in each town is Agricultural.

>Agriculture is important to EVERY municipality, and vital for human existence.

LOCAL LAW
INTRODUCTORY NO. 14-22
CHAUTAUQUA COUNTY

A LOCAL LAW AMENDING LOCAL LAW 11-08 OF THE COUNTY OF CHAUTAUQUA
REGARDING THE COLD WAR EXEMPTION FOR COUNTY REAL PROPERTY TAXES

BE IT ENACTED, by the County Legislature of the County of Chautauqua, New York as follows:

1. Amendment. Local Law 11-08 of the County of Chautauqua, as amended by Local Law 1-18, is hereby further amended in Section 3 to read as follows:

3. Maximum Allowable Exemption. Pursuant to Section 458-b(2) of New York State Real Property Tax Law, the maximum exemption allowable for each category of alternative veterans' exemption shall be as follows:

Section 458-b(2)(a) Cold War Veteran \$12,000.00

Section 458-b(2)(b) Cold War Disabled Veteran \$40,000.00

2. Effective Date. This Local Law shall take effect upon filing with the Secretary of State.

Sponsor: Legislator Parker, Legislator Scudder, Legislator Davis

LOCAL LAW
INTRODUCTORY NO. 13-22
CHAUTAUQUA COUNTY

A LOCAL LAW AMENDING LOCAL LAW 8-02 OF THE COUNTY OF CHAUTAUQUA
ADOPTING THE ALTERNATIVE VETERANS' EXEMPTION FOR COUNTY REAL
PROPERTY TAXES

BE IT ENACTED, by the County Legislature of the County of Chautauqua, New York as follows:

1. Amendment. Local Law 8-02 of the County of Chautauqua is hereby amended in Section 3 to read as follows:

3. Maximum Allowable Exemption. Pursuant to Section 458-a(2) of New York State Real Property Tax Law, the maximum exemption allowable for each category of alternative veterans' exemption shall be as follows:

Section 458-a(2)(a)	War Veteran	\$12,000.00
Section 458-a(2)(b)	Combat Zone Veteran	\$8,000.00
Section 458-a(2)(c)	Disabled Veteran	\$40,000.00

2. Effective Date. This Local Law shall take effect upon filing with the Secretary of State.

Sponsor: Legislator Parker, Legislator Scudder, Legislator Davis

TOWN CLERK'S MONTHLY REPORT

TOWN OF MINA, NEW YORK

FEBRUARY, 2023

TO THE SUPERVISOR:

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Pursuant to Section 27, Subd 1 of the Town Law, I hereby make the following statement of all fees and moneys received by me in connection with my office during the month stated above, excepting only such fees and moneys the application and payment of which are otherwise provided for by Law:

A1255	<u>1</u>	DECALS	<u>1.10</u>	
	<u>13</u>	CERTIFIED COPIES	<u>130.00</u>	
		TOTAL TOWN CLERK FEES		131.10
<hr/>				
A2110	<u>2</u>	ZONING PERMITS	<u>100.00</u>	
		TOTAL A2110		100.00
<hr/>				
A2544	<u>18</u>	DOG LICENSES	<u>80.00</u>	
		TOTAL A2544		80.00
<hr/>				
A2590	<u>1</u>	BUILDING PERMITS	<u>30.00</u>	
		TOTAL A2590		30.00
<hr/>				
A2770	<u>1</u>	MISCELLANEOUS REVENUE	<u>100.00</u>	
		TOTAL A2770		100.00

TOWN CLERK'S MONTHLY REPORT

FEBRUARY, 2023

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DISBURSEMENTS

PAID TO SUPERVISOR FOR GENERAL FUND	441.10
PAID TO NYS DEC FOR DECALS	18.90
PAID TO AG & MARKETS FOR DOG LICENSES	20.00
TOTAL DISBURSEMENTS	480.00

MARCH 2, 2023

_____, SUPERVISOR
REBECCA BRUMAGIN

STATE OF NEW YORK, COUNTY OF CHAUTAUQUA, TOWN OF MINA

I, SHERRIE R. TANNER, being duly sworn, says that I am the Clerk of the TOWN OF MINA that the foregoing is a full and true statement of all Fees and moneys received by me during the month above stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

Subscribed and sworn to before me this

Town Clerk

_____ day of _____ 20____

Notary Public

*TOWN OF MINA
CODE ENFORCEMENT
Melanie Eddy*

Code Enforcement Report: JANUARY 2023

1- PERMITS-\$420,000

LARRY OBERLE-2467 MARKS-SFD

WORKING WITH THE ASSESSOR TO GET FINAL TOTALS ON ROLL

NYS REQUIRED REPORT COMPLETE AND SUBMITTED

Rules & Regulations Update 3/8/2023

Short Term Rentals:

- Confirmed all active AirBnB and VRBO listings, verified occupancy maximums, number of bathrooms, bedrooms.
- Mapped each listing to a live map tracker
- Drafted letters to be mailed for permit renewals and to inform people permits are required
- Been in contact with people about renewing permits 2-renewed 1-will be renewed whe they return to town in April

Other Duties:

- Shoveled sidewalks
- Fixed boiler
- Started reviewing rules for signage
- Started to familiarize myself with parking around town

STR Confirmations

- 22 confirmed and mapped

Town of Mina
Balance Sheet
As of February 28, 2023

	Feb 28, 23
ASSETS	
Current Assets	
Checking/Savings	
Cemetery - CD #1	13,000.00
General - HRA	1,145.26
General Account CD	190,815.43
General Money Market	5,031.12
General/Light District Checking	95,432.31
Highway Account CD	590,222.77
Highway Checking	102,812.71
Money Market - General	190,522.71
Payroll Trust	0.24
Petty Cash	225.00
Youth Program	738.95
Total Checking/Savings	1,189,946.50
Total Current Assets	1,189,946.50
Fixed Assets	
Buildings	976,200.00
Land	187,600.00
Machinery & Equipment	799,095.00
Other Capital Assets	429,378.00
Total Fixed Assets	2,392,273.00
Other Assets	
W129 Non-Current Gov't Liab	350,000.00
Total Other Assets	350,000.00
TOTAL ASSETS	3,932,219.50
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
W626 Bonds Payable USDA	350,000.00
Total Long Term Liabilities	350,000.00
Total Liabilities	350,000.00
Equity	
Fund Balance - Fixed Assets	2,392,273.00
Fund Balance - General	362,191.98
Fund Balance - Highway	289,162.00
Fund Balance - Lighting Dist	13,918.71
Net Income	524,673.81
Total Equity	3,582,219.50
TOTAL LIABILITIES & EQUITY	3,932,219.50

Town of Mina
Profit & Loss by Class
 January through February 2023

	Fire District	General	Highway	Light District	TOTAL
Income					
A1001 Real Property Taxes	0.00	158,271.00	0.00	0.00	158,271.00
A1002 Unexpended Bal Prior Year	0.00	25,000.00	0.00	0.00	25,000.00
A1120 Non Prop Tax Dist by Co	0.00	103,314.88	0.00	0.00	103,314.88
A1170 Franchises	0.00	1,540.07	0.00	0.00	1,540.07
A1255 Clerk Fees	0.00	84.21	0.00	0.00	84.21
A2110 Zoning Fees	0.00	50.00	0.00	0.00	50.00
A2210 Tax/Assess Other Gov CAP					
A2210 Tax/Assess Fr Creek	0.00	63.87	0.00	0.00	63.87
A2210 Tax/Assess Sherman	0.00	63.86	0.00	0.00	63.86
Total A2210 Tax/Assess Other Gov CAP	0.00	127.73	0.00	0.00	127.73
A2300 Services Other Govts	0.00	2,000.00	0.00	0.00	2,000.00
A2401 Interest & Earnings	0.00	512.51	0.00	0.00	512.51
A2410 Rental of Real Property	0.00	5,705.00	0.00	0.00	5,705.00
A2544 Dog Licenses	0.00	292.00	0.00	0.00	292.00
A2590 Permits, Other	0.00	275.00	0.00	0.00	275.00
A2610 Fines & Forfeited Bail	0.00	1,330.00	0.00	0.00	1,330.00
A2770 Other Unclassified Revenue	0.00	100.00	0.00	0.00	100.00
A3820 Youth Programs	0.00	100.00	0.00	0.00	100.00
DA1001 Real Property Taxes	0.00	0.00	405,605.00	0.00	405,605.00
DA1002 Unexpended Bal Prior Yr	0.00	0.00	10,000.00	0.00	10,000.00
DA2401 Interest & Earnings	0.00	0.00	57.84	0.00	57.84
FD3410.4 Fire District	80,000.00	0.00	0.00	0.00	80,000.00
LD5182.4 Lighting District	0.00	0.00	0.00	15,000.00	15,000.00
Total Income	80,000.00	298,702.40	415,662.84	15,000.00	809,365.24
Gross Profit	80,000.00	298,702.40	415,662.84	15,000.00	809,365.24
Expense					
A1010.1 Town Board - PS	0.00	800.00	0.00	0.00	800.00
A1010.4 Town Board Expense	0.00	691.83	0.00	0.00	691.83
A1110.1 Justice - PS	0.00	1,233.34	0.00	0.00	1,233.34
A1110.1 Justice Clerk - PS	0.00	1,058.34	0.00	0.00	1,058.34
A1110.4 Justice Expense	0.00	1,001.61	0.00	0.00	1,001.61
A1220.1 Supervisor - PS	0.00	1,166.66	0.00	0.00	1,166.66
A1220.1 Supervisor Bkkpr - PS	0.00	1,141.66	0.00	0.00	1,141.66
A1220.4 Supervisor Expense	0.00	558.68	0.00	0.00	558.68
A1355.1 Assessor - PS	0.00	2,411.92	0.00	0.00	2,411.92
A1355.4 Assessor Exp CAP	0.00	759.32	0.00	0.00	759.32
A1410.1 Town Clerk - PS	0.00	3,980.76	0.00	0.00	3,980.76
A1410.1 Town Clerk Deputy - PS	0.00	1,308.75	0.00	0.00	1,308.75
A1410.4 Town Clerk Expense	0.00	335.14	0.00	0.00	335.14
A1420.4 Attorney Expense	0.00	822.50	0.00	0.00	822.50
A1440.4 Engineer Contractual	0.00	5,600.00	0.00	0.00	5,600.00
A1620.1 Buildings - PS	0.00	401.25	0.00	0.00	401.25
A1620.4 Buildings Expense					
A1620.4 Bldg Electric	0.00	791.56	0.00	0.00	791.56
A1620.4 Bldg Gas	0.00	3,774.51	0.00	0.00	3,774.51
A1620.4 Bldg Supplies	0.00	1,751.25	0.00	0.00	1,751.25
A1620.4 Bldg Telephone	0.00	646.40	0.00	0.00	646.40
A1620.4 Buildings Expense - Other	0.00	2,190.91	0.00	0.00	2,190.91
Total A1620.4 Buildings Expense	0.00	9,154.63	0.00	0.00	9,154.63
A1910.4 Unallocated Insurance	0.00	28,658.92	0.00	0.00	28,658.92
A1920.2 Municipal Assoc Dues	0.00	850.00	0.00	0.00	850.00
A3310.4 Traffic Control	0.00	2,250.00	0.00	0.00	2,250.00
A3510.4 Control of Dogs Expense	0.00	300.00	0.00	0.00	300.00
A3620.1 Safety Inspection - PS	0.00	1,055.66	0.00	0.00	1,055.66
A3620.4 Safety Inspection	0.00	129.19	0.00	0.00	129.19
A5010.1 Sup't of Highways - PS	0.00	8,280.00	0.00	0.00	8,280.00
A5010.4 Sup't Highways Expense	0.00	680.00	0.00	0.00	680.00
A5132.4 Garage Expense					
A5132.4 Garage Electric	0.00	373.62	0.00	0.00	373.62
A5132.4 Garage Gas	0.00	2,784.13	0.00	0.00	2,784.13
A5132.4 Garage Telephone	0.00	394.52	0.00	0.00	394.52
Garage Supplies	0.00	130.46	0.00	0.00	130.46
A5132.4 Garage Expense - Other	0.00	79.95	0.00	0.00	79.95
Total A5132.4 Garage Expense	0.00	3,762.68	0.00	0.00	3,762.68

Town of Mina
Profit & Loss by Class
January through February 2023

	Fire District	General	Highway	Light District	TOTAL
A5182.4 Street Lighting	0.00	542.95	0.00	0.00	542.95
A6460.4 Industrial Dev Agency	0.00	2,846.00	0.00	0.00	2,846.00
A6772.4 Programs for Aging	0.00	2,400.00	0.00	0.00	2,400.00
A7140.4 Playgrounds/Rec Centers	0.00	42.27	0.00	0.00	42.27
A7410.4 Library	0.00	20,000.00	0.00	0.00	20,000.00
A7520.4 Historical Property	0.00	1,051.47	0.00	0.00	1,051.47
A8010.1 Zoning - PS	0.00	1,055.66	0.00	0.00	1,055.66
A8010.1 Zoning PS Clerk	0.00	105.13	0.00	0.00	105.13
A8010.4 Zoning Expense	0.00	22.56	0.00	0.00	22.56
A8020.1 Planning - PS	0.00	87.00	0.00	0.00	87.00
A8020.4 Planning Expense	0.00	7.92	0.00	0.00	7.92
A8090.4 Env Control Contrac Exp	0.00	7,500.00	0.00	0.00	7,500.00
A8160.4 Refuse/Garbage Expense	0.00	90.00	0.00	0.00	90.00
A8510.4 Community Beautifucati	0.00	2,500.00	0.00	0.00	2,500.00
A8664.4 Code Enforcement Exp	0.00	70.88	0.00	0.00	70.88
A8810.4 Cemeteries Expense	0.00	650.00	0.00	0.00	650.00
A9030.8 Social Security	0.00	1,809.85	0.00	0.00	1,809.85
A9040.8 Workers Comp	0.00	2,853.37	0.00	0.00	2,853.37
A9055.8 Disability Insurance	0.00	501.15	0.00	0.00	501.15
A9060.8 Medical Insurance	0.00	7,424.68	0.00	0.00	7,424.68
DA5110.4 Gen'l Repairs Cont Exp	0.00	0.00	9,230.72	0.00	9,230.72
DA5120.4 Bridges - Cont Exp	0.00	0.00	4,450.00	0.00	4,450.00
DA5130.4 Machinery	0.00	0.00	6,956.32	0.00	6,956.32
DA5142.1 Snow Removal- PS	0.00	0.00	22,629.80	0.00	22,629.80
DA5142.4 Snow Removal Cont Exp	0.00	0.00	11,293.87	0.00	11,293.87
DA9030.8 Social Security	0.00	0.00	1,695.53	0.00	1,695.53
DA9040.8 Workers Comp	0.00	0.00	6,851.98	0.00	6,851.98
DA9055.8 Disability Insurance	0.00	0.00	224.10	0.00	224.10
DA9060.8 Medical Insurance	0.00	0.00	8,263.63	0.00	8,263.63
DA9089.8 Clothing	0.00	0.00	148.68	0.00	148.68
SF3410.4 Payments Fire Contract	80,000.00	0.00	0.00	0.00	80,000.00
SL5182.4 Light District	0.00	0.00	0.00	2,993.07	2,993.07
Total Expense	80,000.00	129,953.73	71,744.63	2,993.07	284,691.43
Net Income	0.00	168,748.67	343,918.21	12,006.93	524,673.81

**Town of Mina
Profit & Loss Budget vs. Actual
January through February 2023**

	Jan - Feb 23	Budget	\$ Over Budget	% of Budget
Income				
A1001 Real Property Taxes	158,271.00	158,271.00	0.00	100.0%
A1002 Unexpended Bal Prior Year	25,000.00	25,000.00	0.00	100.0%
A1081 Other Payments in Lieu	0.00	0.00	0.00	0.0%
A1090 Interest/Penalties Taxes	0.00	4,000.00	-4,000.00	0.0%
A1120 Non Prop Tax Dist by Co	103,314.88	145,000.00	-41,685.12	71.3%
A1170 Franchises	1,540.07	5,000.00	-3,459.93	30.8%
A1255 Clerk Fees	84.21	3,000.00	-2,915.79	2.8%
A1550 Dog Tax	0.00	0.00	0.00	0.0%
A1560 Safety Insp Fees	0.00	0.00	0.00	0.0%
A2001 Park and Recreation Char	0.00	0.00	0.00	0.0%
A2025 Special Recreation Chgs	0.00	0.00	0.00	0.0%
A2110 Zoning Fees	50.00	1,200.00	-1,150.00	4.2%
A2130 Refuse/Garbage Services	0.00	0.00	0.00	0.0%
A2190 Sale of Cemetery Lots	0.00	1,200.00	-1,200.00	0.0%
A2192 Chgs for Cemetery Service	0.00	1,200.00	-1,200.00	0.0%
A2210 Tax/Assess Other Gov CAP				
A2210 Justice Serv - Clymer	0.00	0.00	0.00	0.0%
A2210 Justice Serv - Fr Creek	0.00	0.00	0.00	0.0%
A2210 Justice Serv - Sherman	0.00	0.00	0.00	0.0%
A2210 Tax/Assess Fr Creek	63.87	0.00	63.87	100.0%
A2210 Tax/Assess Other Gov Mina	0.00	0.00	0.00	0.0%
A2210 Tax/Assess Sherman	63.86	0.00	63.86	100.0%
A2210 Tax/Assess Other Gov CAP - Other	0.00	3,500.00	-3,500.00	0.0%
Total A2210 Tax/Assess Other Gov CAP	127.73	3,500.00	-3,372.27	3.6%
A2300 Services Other Govts	2,000.00	3,900.00	-1,900.00	51.3%
A2401 Interest & Earnings	512.51	600.00	-87.49	85.4%
A2410 Rental of Real Property	5,705.00	22,500.00	-16,795.00	25.4%
A2544 Dog Licenses	292.00	1,000.00	-708.00	29.2%
A2590 Permits, Other	275.00	4,000.00	-3,725.00	6.9%
A2610 Fines & Forfeited Bail	1,330.00	14,000.00	-12,670.00	9.5%
A2655 Minor Sales, Other	0.00	0.00	0.00	0.0%
A2680.1 Insurance Reimb	0.00	0.00	0.00	0.0%
A2705 Gifts and Donations	0.00	600.00	-600.00	0.0%
A2750 Aim-Related Payments	0.00	6,782.00	-6,782.00	0.0%
A2770 Other Unclassified Revenue	100.00	0.00	100.00	100.0%
A3001 State Aid Per Capita	0.00	0.00	0.00	0.0%
A3005 Mortgage Tax	0.00	30,000.00	-30,000.00	0.0%
A3040 St Aid-Real Prop Tax Adim	0.00	0.00	0.00	0.0%
A3820 Youth Programs	100.00	2,200.00	-2,100.00	4.5%
A3990 State Aid, Sewer Cap Proj	0.00	0.00	0.00	0.0%
A4089 Federal Aid, Other	0.00	0.00	0.00	0.0%
DA1001 Real Property Taxes	405,605.00	405,605.00	0.00	100.0%
DA1002 Unexpended Bal Prior Yr	10,000.00	10,000.00	0.00	100.0%
DA1120 Co. Sales Tax Distributn	0.00	215,000.00	-215,000.00	0.0%
DA2300 Services Other Govts	0.00	2,000.00	-2,000.00	0.0%
DA2401 Interest & Earnings	57.84	800.00	-742.16	7.2%
DA2416 Rental Equip Other Govts	0.00	0.00	0.00	0.0%
DA2650 - Sale of Scrap Material	0.00	0.00	0.00	0.0%
DA2665 Equipment Sale	0.00	0.00	0.00	0.0%
DA2770 Other Unclassified Rev	0.00	0.00	0.00	0.0%
DA2770 Snow Relief	0.00	0.00	0.00	0.0%
DA3501 Consolid Highway CHIPS	0.00	79,198.00	-79,198.00	0.0%
DA4500 FEMA Aid	0.00	0.00	0.00	0.0%
DA4589 Federal Aid, Bridge NY	0.00	153,000.00	-153,000.00	0.0%
DA5130.4 Machinery - Cont Exp	0.00	0.00	0.00	0.0%
DA5142 Reimbursement	0.00	0.00	0.00	0.0%
FD3410.4 Fire District	80,000.00	80,000.00	0.00	100.0%
General Transfer Unexpended Bal	0.00	0.00	0.00	0.0%
H5710 Serial Bonds Revenue	0.00	0.00	0.00	0.0%
Highway Transfer Unexpended Bal	0.00	0.00	0.00	0.0%
Interfund Transfer	0.00	0.00	0.00	0.0%
LD5182.4 Lighting District	15,000.00	15,000.00	0.00	100.0%
Total Income	809,365.24	1,393,556.00	-584,190.76	58.1%
Cost of Goods Sold				
Cost of Goods Sold	0.00	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.00	0.0%
Gross Profit	809,365.24	1,393,556.00	-584,190.76	58.1%

Town of Mina Profit & Loss Budget vs. Actual January through February 2023

Expense	Jan - Feb 23	Budget	\$ Over Budget	% of Budget
A1010.1 Town Board - PS	800.00	4,800.00	-4,000.00	16.7%
A1010.4 Town Board Expense	691.83	1,000.00	-308.17	69.2%
A1110.1 Justice - PS	1,233.34	7,400.00	-6,166.66	16.7%
A1110.1 Justice Clerk - PS	1,058.34	6,350.00	-5,291.66	16.7%
A1110.4 Justice Expense	1,001.61	6,000.00	-4,998.39	16.7%
A1220.1 Supervisor - PS	1,166.66	7,000.00	-5,833.34	16.7%
A1220.1 Supervisor Bkkpr - PS	1,141.66	6,850.00	-5,708.34	16.7%
A1220.4 Supervisor Expense	558.68	5,000.00	-4,441.32	11.2%
A1330.1 Tax Collection - PS	0.00	0.00	0.00	0.0%
A1330.4 Tax Collection Expense	0.00	0.00	0.00	0.0%
A1355.1 Assessor - PS	2,411.92	17,280.00	-14,868.08	14.0%
A1355.1 Assessor Clerk - PS	0.00	0.00	0.00	0.0%
A1355.1 Assessor PS Loan Repay	0.00	0.00	0.00	0.0%
A1355.4 Assessor Exp CAP	759.32	6,000.00	-5,240.68	12.7%
A1355.4 Assessor Exp Fr Creek	0.00	0.00	0.00	0.0%
A1355.4 Assessor Exp Mina	0.00	0.00	0.00	0.0%
A1355.4 Assessor Exp Sherman	0.00	0.00	0.00	0.0%
A1410.1 Town Clerk - PS	3,980.76	25,875.00	-21,894.24	15.4%
A1410.1 Town Clerk Deputy - PS	1,308.75	4,000.00	-2,691.25	32.7%
A1410.4 Town Clerk Expense	335.14	5,000.00	-4,664.86	6.7%
A1420.1 Attorney PS	0.00	0.00	0.00	0.0%
A1420.4 Attorney Expense	822.50	12,000.00	-11,177.50	6.9%
A1440.4 Engineer Contractual	5,600.00	0.00	5,600.00	100.0%
A1450.1 Elections - PS	0.00	0.00	0.00	0.0%
A1450.4 Elections Expense	0.00	0.00	0.00	0.0%
A1490.4 Public Works Admin	0.00	0.00	0.00	0.0%
A162.2 Buildings Equipment	0.00	0.00	0.00	0.0%
A1620.1 Buildings - PS	401.25	5,000.00	-4,598.75	8.0%
A1620.4 Buildings Expense				
A1620.4 Bldg Electric	791.56	0.00	791.56	100.0%
A1620.4 Bldg Gas	3,774.51	0.00	3,774.51	100.0%
A1620.4 Bldg Supplies	1,751.25	0.00	1,751.25	100.0%
A1620.4 Bldg Telephone	646.40	0.00	646.40	100.0%
A1620.4 Buildings Expense - Other	2,190.91	34,000.00	-31,809.09	6.4%
Total A1620.4 Buildings Expense	9,154.63	34,000.00	-24,845.37	26.9%
A1670.4 Centralized Mailing	0.00	0.00	0.00	0.0%
A1680.4 Central Data Processing	0.00	0.00	0.00	0.0%
A1910.4 Unallocated Insurance	28,658.92	29,000.00	-341.08	98.8%
A1920.2 Municipal Assoc Dues	850.00	900.00	-50.00	94.4%
A1990.4 Contingent	0.00	20,000.00	-20,000.00	0.0%
A3010.4 Public Safety Expense	0.00	0.00	0.00	0.0%
A3310.4 Traffic Control	2,250.00	2,000.00	250.00	112.5%
A3410.4 Contractual Expense	0.00	0.00	0.00	0.0%
A3510.1 Control of Dogs - PS	0.00	550.00	-550.00	0.0%
A3510.4 Control of Dogs Expense	300.00	500.00	-200.00	60.0%
A3620.1 Safety Inspection - PS	1,055.66	6,334.00	-5,278.34	16.7%
A3620.4 Safety Inspection	129.19	1,770.00	-1,640.81	7.3%
A5010.1 Sup't of Highways - PS	8,280.00	53,820.00	-45,540.00	15.4%
A5010.4 Sup't Highways Expense	680.00	2,000.00	-1,320.00	34.0%
A5132.4 Garage Expense				
A5132.4 Garage Electric	373.62	0.00	373.62	100.0%
A5132.4 Garage Gas	2,784.13	0.00	2,784.13	100.0%
A5132.4 Garage Telephone	394.52	0.00	394.52	100.0%
Garage Supplies	130.46	0.00	130.46	100.0%
A5132.4 Garage Expense - Other	79.95	16,000.00	-15,920.05	0.5%
Total A5132.4 Garage Expense	3,762.68	16,000.00	-12,237.32	23.5%
A5182.4 Street Lighting	542.95	2,700.00	-2,157.05	20.1%
A5650.1 Off Street Parking	0.00	0.00	0.00	0.0%
A6410.4 Publicity	0.00	640.00	-640.00	0.0%
A6460.4 Industrial Dev Agency	2,846.00	0.00	2,846.00	100.0%
A6772.4 Programs for Aging	2,400.00	2,400.00	0.00	100.0%
A7110.4 Parks Contractual Exp	0.00	7,000.00	-7,000.00	0.0%
A7140.4 Playgrounds/Rec Centers	42.27	1,000.00	-957.73	4.2%
A7150.4 Joint Rec Project	0.00	7,700.00	-7,700.00	0.0%
A7270.4 Band Concerts	0.00	0.00	0.00	0.0%
A7310.1 Youth Program - PS	0.00	500.00	-500.00	0.0%
A7310.4 Youth Program Expense	0.00	2,350.00	-2,350.00	0.0%
A7410.4 Library	20,000.00	20,000.00	0.00	100.0%
A7510.1 Historian - PS	0.00	750.00	-750.00	0.0%
A7510.2 Historian Equipment	0.00	0.00	0.00	0.0%
A7510.4 Historian Expense	0.00	500.00	-500.00	0.0%
A7520.4 Historical Property	1,051.47	1,000.00	51.47	105.1%
A7550.4 Celebrations	0.00	2,000.00	-2,000.00	0.0%
A7620.4 Adult Recreation	0.00	0.00	0.00	0.0%
A8010.1 Zoning - PS	1,055.66	6,334.00	-5,278.34	16.7%
A8010.1 Zoning PS Clerk	105.13	1,600.00	-1,494.87	6.6%
A8010.4 Zoning Expense	22.56	200.00	-177.44	11.3%

Town of Mina
Profit & Loss Budget vs. Actual
 January through February 2023

	Jan - Feb 23	Budget	\$ Over Budget	% of Budget
A8020.1 Planning - PS	87.00	1,000.00	-913.00	8.7%
A8020.4 Planning Expense	7.92	9,000.00	-8,992.08	0.1%
A8090.1 Environ Control PS	0.00	0.00	0.00	0.0%
A8090.4 Env Control Contrac Exp	7,500.00	7,850.00	-350.00	95.5%
A8160.1 Refuse/Garbage - PS	0.00	0.00	0.00	0.0%
A8160.4 Refuse/Garbage Expense	90.00	1,400.00	-1,310.00	6.4%
A8510.4 Community Beautificati	2,500.00	2,500.00	0.00	100.0%
A8664.1 Code Enforcement - PS	0.00	5,000.00	-5,000.00	0.0%
A8664.4 Code Enforcement Exp	70.88	0.00	70.88	100.0%
A8810.1 Cemeteries - PS	0.00	5,000.00	-5,000.00	0.0%
A8810.2 Cemeteries Equipment	0.00	0.00	0.00	0.0%
A8810.4 Cemeteries Expense	650.00	1,500.00	-850.00	43.3%
A9010.8 State Retirement	0.00	13,000.00	-13,000.00	0.0%
A9030.8 Social Security	1,809.85	11,500.00	-9,690.15	15.7%
A9040.8 Workers Comp	2,853.37	3,000.00	-146.63	95.1%
A9050.8 Unemployment Insurance	0.00	0.00	0.00	0.0%
A9055.8 Disability Insurance	501.15	600.00	-98.85	83.5%
A9060.8 Medical Insurance	7,424.68	28,500.00	-21,075.32	26.1%
A9780.6 Principal Debt Payment	0.00	0.00	0.00	0.0%
A9780.7 Interest Debt Payment	0.00	0.00	0.00	0.0%
A9950.9 Transfers, Other Funds	0.00	0.00	0.00	0.0%
DA5110.1 General Repairs - PS	0.00	82,800.00	-82,800.00	0.0%
DA5110.4 Gen'l Repairs Cont Exp	9,230.72	195,000.00	-185,769.28	4.7%
DA5112.2 Improvement Cap Outlay	0.00	79,198.00	-79,198.00	0.0%
DA5120.4 Bridges - Cont Exp	4,450.00	153,000.00	-148,550.00	2.9%
DA5130.2 Machinery/Equipment	0.00	55,000.00	-55,000.00	0.0%
DA5130.4 Machinery	6,956.32	55,000.00	-48,043.68	12.6%
DA5140.4 Misc - Cont Exp	0.00	20,000.00	-20,000.00	0.0%
DA5142.1 Snow Removal- PS	22,629.80	80,000.00	-57,370.20	28.3%
DA5142.4 Snow Removal Cont Exp	11,293.87	50,000.00	-38,706.13	22.6%
DA9010.8 State Retirement	0.00	15,000.00	-15,000.00	0.0%
DA9030.8 Social Security	1,695.53	12,000.00	-10,304.47	14.1%
DA9040.8 Workers Comp	6,851.98	6,705.00	146.98	102.2%
DA9055.8 Disability Insurance	224.10	100.00	124.10	224.1%
DA9060.8 Medical Insurance	8,263.63	31,000.00	-22,736.37	26.7%
DA9089.8 Clothing	148.68	3,200.00	-3,051.32	4.6%
DA9710.6 Serial Bonds Principal	0.00	20,000.00	-20,000.00	0.0%
DA9710.7 Serial Bond Interest	0.00	7,600.00	-7,600.00	0.0%
DA9950.9 Capital Project Fund	0.00	0.00	0.00	0.0%
H5130.2 Mach, Equip, Cap Outlay	0.00	0.00	0.00	0.0%
Interfund Transfer CP	0.00	0.00	0.00	0.0%
Municipal Assoc. Dues	0.00	0.00	0.00	0.0%
SF3410.4 Payments Fire Contract	80,000.00	80,000.00	0.00	100.0%
SL5182.4 Light District	2,993.07	15,000.00	-12,006.93	20.0%
Uncategorized Expenses	0.00	0.00	0.00	0.0%
Total Expense	284,691.43	1,393,556.00	-1,108,864.57	20.4%
Net Income	524,673.81	0.00	524,673.81	100.0%

Town of Mina		Community Bank Certificates of Deposit									
February 28, 2023											
CD #	Date Opened	Principal Value	Term	Maturity Date	Interest Rate	Interest Payment	General Fund	Highway Fund	Notes		
710	2/15/2023	\$90,222.77	90 Days	5/16/2023	0.25%	CD Principal		\$90,222.77			
679	12/7/2022	\$13,000.00	90 Days	3/7/2023	0.25%	General Chkg	\$13,000.00				Cemetery
680	12/7/2022	\$50,260.73	90 Days	3/7/2023	0.25%	CD Principal	\$50,271.55				
681	12/7/2022	\$50,329.93	90 Days	3/7/2023	0.25%	CD Principal	\$50,340.76				
703	2/3/2023	\$500,000.00	90 Days	5/4/2023	3.00%	CD Principal		\$500,000.00			
709	2/10/2023	\$90,203.12	30 Days	3/12/2023	0.15%	CD Principal	\$90,203.12				
Total							\$203,815.43	\$590,222.77			

Town of Mina
Congressionally Directed Spending Request
Water and Wastewater Infrastructure
Project: Findley Lake Water Quality Improvements
for Sanitary Sewer & Stormwater Management
#___-23
March 9, 2023

WHEREAS, Findley Lake is a New York State Department of Environmental Conservation listed impaired waterbody located in the Town of Mina with high phosphorus loading that regularly experiences harmful algal blooms (HABs); and

WHEREAS, the Town proposes to undertake a large-scale wastewater infrastructure and/or stormwater management system improvement project that will help manage, reduce, and treat runoff to various local waterways including Findley Lake; and

WHEREAS, the project will also aim to eliminate significant non-point sources of runoff pollution and construct in-waterbody treatment practices focused on nutrient loading reduction; and

WHEREAS, U.S. Senators and U.S. House of Representatives Members are now accepting preliminary requests for the Congressionally Directed Spending Program for Fiscal Year ending 2024; and

WHEREAS, the purpose of the Congressionally Directed Spending Program is to identify high-impact projects that reach completion with assistance from the federal government; and

WHEREAS, requests focused in the water and wastewater infrastructure category within the federal program are limited to projects that are publicly-owned or owned by a non-profit entity; and

WHEREAS, Congressionally Directed Spending allows for funding of wastewater and water infrastructure project on a state's most recently finalized Clean Water or Drinking Water State Revolving Fund Intended Use Plan (IUP), including construction of and modifications to municipal sewage treatment plants; and

WHEREAS, the various system improvements proposed by the Town of Mina are estimated to cost approximately \$5,000,000; and

WHEREAS, a minimum 20% cost share for any local water infrastructure grant funded through the Congressionally Directed Spending Program is a requirement;

NOW, THEREFORE, BE IT RESOLVED: that the Town Board of the Town of Mina does hereby approve the submission of a letter of interest for a total \$5,000,000 of which \$4,000,000 will be requested as a Congressionally Directed Spending Program Grant entitled Findley Lake Water Quality Improvements for Sanitary Sewer and Stormwater Management Project and if approved, the Town of Mina will be responsible for funding a minimum 20% local cost share not to exceed \$1,000,000.