Town of Mina

Town Board Packet

February 12, 2026 Meeting

#2 of 2

Town of Mina
Building Inspector/Code Enforcement Officer
Monthly Report for the Month of : January 2026

New Building Permits

Date	Doc #	Name	SBL	Zone	Property Address	Project	Valuation	Fee	Status
						Monthly Total	$412,000	$ 188	

Outstanding Building Permits

Date	Doc #	Name	SBL	Zone	Property Address	Project	Valuation	Fee	Status
12/12/2025	62-25	Roy Swanson	359.18-1-24	R2	2420 Shadyside Rd	Remodel	$192,000	$ 89	
12/29/2025	63-25	Ed Mulkearn	359.00-2-21	AR1	2488 Sunnyside Rd	Accessory Bldg	$220,000	$ 99	
12/3/2025	61-25	Allen and Judith Scott	359.06-3-30	R2	2854 Sunnyside Rd	Shed	$1,500	$ 50	
10/14/2025	51-25	Robert Zozicbko	359.18-1-53	B4	2360 Shadyside Rd	Deck	$ 1,000	$ 50	
10/14/2025	52-25	Judd Carey	359.18-1-53	B4	2360 Shadyside Rd Lot #4	Deck	$ 5,000	$ 50	
10/14/2025	53-25	Shelly Schiecf	359.18-1-53	B4	2360 Shadyside Rd	Addition	$ 6,000	$ 50	
10/14/2025	54-25	John Shifler	359.18-1-19.2	R1	2434 Shadyside Rd	Dock Repair	$ 5,000	$ 50	
10/14/2025	55-25	Jen & Brian Haberman	359.06-3-29	R1	2658 Sunnyside Rd	Sliding Door	$ 8,500	$ 50	
10/14/2025	56-25	Caleb Swan	342.00-1-68.1	R1	2434 Rt 426	Addition	$ 40,000	$ 50	
10/15/2025	57-25	James Whitetaker	327.00-1-10.4	AR	Rt 430	Shop	$ 25,000	$ 102	
10/15/2025	27-24B	Unity Findley Lake	342.00-1-82	B2	3625 Rt 426	Rennovation	$ 1,500,000	$ 1,338	
10/15/2025	58-25	Chris Peer	376.07-1-4	R2	2296 Shadyside Rd	Addition	$ 210,000	$ 90	
10/15/2025	59-25	Sue Maloney	359.11-1-14	R2	2523 Sunnyside Rd	Addition	$ 500,000	$ 253	
10/25/2025	60-25	Larry Bowman	359.10-1-25	R2	2638 Shadyside Rd	Demo	$ 200	$ -	
9/2/2017	41-25	Jack Hamilton	342.00-1-64	A1	3018 North Rd	Garage	$ 15,000	$ 76	
9/17/2025	43-25	Shawn O'Brien	376.07-2-59	R2	2154 Shadyside Rd	Garage	$ 75,000	$ 150	
9/17/2025	44-25	Max Fedor	376.07-1-28	R2	2262 Woodland	Shed	$ 8,000	$ 50	
9/17/2025	45-25	Debbie Emory	359.15-2-7	R1	2402 Rt 426	Repair	$ 9,600	$ 50	
9/19/2025	46-25	Ron Antal	359.06-3-59	B1	10363 Main St	Dock	$ 2,500	$ 50	

9/30/2025	47-25	Bill Himelein	343.00-1-28	A1	9414 Bailey Hill Rd	Repair	$ 3,000	$ 50	
10/1/2025	48-25	Steven Quast	359.19-1-6	R1	2257 Sunnyside Rd	Demo/ Reno	$ 4,000	$ 50	
10/1/2025	49-25	Andrew Hick	376.07-1-38	R2	2242 Shadyside Rd	Deck Demo	$ 1,000	$ -	
8/13/2025	39-25	Todd Olson	342.00-1-28.1	A1	3022 North Rd	Garage	$ 48,200	$ 112	
8/13/2025	21-24B	Steven Quast	359.19-1-16	R2	2257 Sunnyside Rd	Boat House/ Renewal	$ 50,000	$ 35	Renewal
8/22/2025	22-24B	Randy Konkol	359.10-2-31	R2	2621 Shadyside Rd	Renovation/	$ 400,000	$ 80	Renewal
8/22/2025	40-25	Brian McCue	376.07-1-20	R2	2278 Shadyside Rd	Addition	$ 75,000	$ 50	
7/23/2025	34-25	Linda Smith	359.11-1-17.1	R2	2532 Sunnyside Rd	Dock	$ 7,000	$ 50	
7/25/2025	35-25	Dan Simon	359.18-1-19.1	R2	2436 Shadyside Rd	Garage	$ 100,000	$ 170	
6/26/2026	32-25	Brian Gates	307.00-1-12	A1	3824 Stetson Rd	Pool	$ 4,200	$ 50	
5/7/2025	21-25	David Waples	359.06-3-24	R1	2692 Sunnyside Rd	New Build	$ 500,000	$ 205	
5/12/2025	22-25	Larry Bowman	359.10-1-25	R2	2638 Shadyside Rd	Dock	$ 50	$ 50	
4/30/2025	18-25	Brian Gates	307.00-1-12	A1	3824 Stetson Rd	Addition	$ 59,350	$ 103	
3/26/2025	11-25	Kate Gioglio	359.18-1-29	R2	2412 Shadyside Rd	Dock	$ 5,000	$ 50	
3/12/2025	10-25	Andrew Hicks	376.07-1-38	R2	2242 Shadyside Rd	Dock	$ 3,000	$ 50	
1/25/2025	04-25	Uriah Yoder	378.00-3-2	A1	9184 French Creek	Barn	$ 15,000	$ 103	
12/13/2024	47-24	Russ Hayes	343.4-1-4	A1	9680 Rte 430 Mina	COO		$ 208	
9/11/2024	37-24	Carol Gilligan	359.10-1-52	R1	2761 Shadyside Rd	Addition	$ 1,065,000	$ 200	
7/31/2024	29-24	John Palpant	342.18-1-11	A1	2956 North Rd	New Build	$ 300,000	$ 202	
6/28/2024	26-24	Lori & Joe Himelein	359.06-2-15	B1	2792 North Rd	Addition	$ 45,000	$ 77	Renewed 9/2/25
6/7/2024	22-24	RAK Properties	359.10-2-31	R1	2621 Shadyside Rd	Renovation	$ 100,000	$ 160	
						Outstanding Total	$5,197,100	$ 4,564	

Referrals to ZBA

Date	Doc #	Name	SBL	Zone	Property Address	Project	Valuation	Fee	Notes
						Monthly Total		$ -	

Fire Safety and Property Maintenance

Date	Doc #	Name	SBL	Zone	Property Address	Prop Description	Complete	Fee	Status

		Advent Gravel & Land Management	359.00-2-1		Bailey Hill Rd	Gravel Pit	X		
		Kathryn Miller	361.00-1-4		Bailey Hill Rd	Cemetery	X		
		Pine Junction	360.00-1-4.2		Bailey Hill Rd	Restaurant			
		Jack's Repair	342.00-1-47.2.1		Bailey Hill Rd	Auto Body			
		Mark's Cemetery	378.00-3-17		Co Hwy 4	Cemetery	X		
		People of St.of NY	359.06-3-52		Main	Parking Lot	X		
		State of NY	359.06-2-12		Main	Retail			
		Our Own Candle	359.06-3-2		Main	Warehouse			
		Penn Union Land	359.06-3-60		Main	Retail			
		Baronial Splendor	359.06-3-59		Main	Row Building			
		10365 Main St	359.06-3-58		Main	Row Building			
		Russell Becker	359.06-3-57		Main	Row Building			
		Findley Lake Vol.	359.06-2-25		Main	Police/Fire	X		
		Findley Lake Mkt	359.06-3-54		Main	Retail			
		Buck & Doe Prop	359.06-2-26		Main	Row Building			
		John Cooper	359.06-2-27		Main	Row Building			
		Findley Lake W.Sh	359.06-2-28.1		Main	Small Use Bldg	X		
		Findley Lk Prop	359.06-1-8		Main	Government Bldg			
		Findley Lk Comm	359.06-4-8		Main	Restaurant	X		
		Barbara Howard	359.06-1-18		Main	Office Bldg			
		Town of Mina	359.00-1-5		Mann	Hwy Garage	X		
		Town of Mina	359.06-4-29		Mann	Hwy Garage	X		
		Our Own Candle	359.06-2-22		North	Small Use Bldg			
		Findley Lk Church	342.18-1-26		North	Religious	X		
		Town of Mina	342.18-1-4		North	Government Bldg	X		
		Michael Maring	342.18-1-42		Rt 426	Converted Resid.	X		
		Ralph Biggs Trustee	324.00-1-11.1		Rt 426	Storage			
		Fit for Life Min.	359.00-2-16		Rt 426	Camp			
		Jeff Richards	342.18-1-45.1		Rt 426	Self Storage	X		
		Candlestick Park	342.18-1-45.2		Rt 426	Medium Retail			
		Colin Johnson	342.18-1-46		Rt 426	Auto Body			

		Unity Findley Lk	342.00-1-82		Rt 426	Hotel				
		Michael Munsee	342.00-1-83		Rt 426	Self Storage				
		Larry Briggs	342.00-1-10.1		Rt 426	Self Storage				
		R Chadwick Land Holdings	359.06-3-9		Rt 430	Mining / Gravel	X			
		Town of Mina	343.00-1-32		Rt 430	Cemetery	X			
		Town of Mina	359.06-1-21		Rt 430	Cemetery	X			
		R Chadwick Land Holdings	342.00-1-56.1		Rt 430	Converted Resid.				
		Gorski Real Estate	358.00-1-3		Rt 430	Restaurant				
		Town of Mina	359.06-1-1		School	Playground	X			
		Robert Trevelline	359.18-1-51		Shadyside	Camping Park	X			
		Findley Lk Marine	359.06-4-7		Shadyside	Marina				
		Nicholas Krasa	359.11-1-5		Sunnyside	Diner/Lunch	X			
		Findley Lk Prop	359.06-3-12.2		Sunnyside	Apartment Bldg				
		West Mina Cem.	375.00-2-5		W Mina	Cemetery	X			
		Albert Post	358.00-1-22		W Mina	Banquet Facility				

Other Code Enforcement Issues/Complaints

Date	Doc #	Name	SBL	Zone	Property Address	Project	Valuation	Fee	Notes
1/12/2026		Anthony Gilglio	359.18-1-29	R2	2412 Shadyside				listed as on VRBO with no STR on file
1/12/2026		Heath Reed	359.11-1-44	R2	2603 Sunnyside				Yellow pre-fab structure next to driveway
1/12/2026		Bergqvist	359.10-1-5	R2	2680 Shadyside				Carport
12/12/2025		Konklin	359.10-2-31		2621 Shadyside				Deck put on paper road - Tom has been in contact with owner
10/1/2025		Paradise Bay	359.18-1-53		Shadyside				Violation of Special use permit

9/4/2025		Al-issa Abbas Fadhil	361.00-1-1.2	A1	2731 Marks Rd				Several unregistered vehicles
5/16/2025		Stephen Burmaster			Sunnyside Rd				Tree in Lake - talk to DOT referred to DEC and in process of having DEC remove the tree.
Short-Term Rental Permits (List of STRs attached)									
Date	**Permit #**	**Name**	**SBL**	**Zone**	**Property Address**	**Project**	**Paid**	**Fee**	**Notes**
DO NOT CURRENTLY HAVE PERMIT FOR STR					**Sent letter to Attorney for final approval to Issue Fines and Summons.**				
1/29/2025		Findley Lake Prop. LLC		B1	2746 Sunnyside Rd			$ 100	States they don't have an STR and refuses to sign affidavit stating such. - Waiting on Town Board Approval to enforce
1/29/2025		Pam Vojticek		AR	2532 Ball Diamond Rd	Rental #1		$ 100	Made contact - Waiting App and Documents - Waiting on Town Board Approval to enforce
1/29/2025		Pam Vojticek		AR	2532 Ball Diamond Rd	Rental #2		$ 100	Waiting on Affidavit no longer STR - Waiting on Town Board Approval to enforce

1/29/2025		D&G Capital LLC		B1	2809 Rt 426			$ 100	30 Days to Comply Letter Sent - No response to letter - Waiting on Town Board Approval to enforce
1/29/2025		Shawn Jackson		B1	2824 Pleasant St			$ 100	30 Days to Comply Letter Sent - selling house - Waiting on Town Board Approval to enforce
1/29/2025		James Zank		R1	2698 Sunnyside Rd			$ 100	30 Days to Comply Letter Sent - No response to letter - Waiting on Town Board Approval to enforce
1/29/2025		Wilson Vacation Prop.		R1	2280 Sunnyside Rd			$ 100	30 Days to Comply Letter Sent - No response to letter - Waiting on Town Board Approval to enforce
1/29/2025		Donald Scott		R1	2424 Sunnyside Rd			$ 100	30 Days to Comply Letter Sent - No response to letter - Waiting on Town Board Approval to enforce

1/29/2025		Walker Novosel		R2	2260 Shadyside Rd			$ 100	30 Days to Comply Letter Sent - No response to letter - Waiting on Town Board Approval to enforce
1/29/2025		Murl E Homesteader Corp		A1	3162-3164 Greenman			$ 100	Waiting on County Septic test - Waiting on Town Board Approval to enforce
1/29/2025		Todd Kortowich		R2	2530 Shadyside Rd			$ 100	Waiting for Documentation - Waiting on Town Board Approval to enforce
1/29/2025		Russell Becker		B1	10371 Main St			$ 100	30 Days to Comply Letter Sent - No response to letter - Waiting on Town Board Approval to enforce
4/26/2025		Daniel Flannery	new owner	R1	2645 Shadyside Rd			$ 100	Letter Sent if continuing Rental - No mailing address - Letter returned - Waiting on Town Board Approval to enforce

1/29/2025	5	Matt Wells		R1	2456 Sunnyside Rd			$ 100	Renewal letter sent - No response - Waiting on Town Board Approval to enforce
1/29/2025	6	Matt Wells		R2	2575 Sunnyside Rd			$ 100	Renewal letter sent - No response - Waiting on Town Board Approval to enforce
1/29/2025	7	William Kieklak		R2	2531 Sunnyside Rd			$ 100	Renewal letter sent - No response - Waiting on Town Board Approval to enforce
1/29/2025	10	Harold Heximer		R2	2284 Shadyside Rd			$ 100	Renewal letter sent - No response - Waiting on Town Board Approval to enforce

Notes:

Number	Comments
	Tom completed letter for Issuing Fines and Summons -Waiting for Town Board approval to issue fines

Town of Mina
Balance Sheet
As of January 31, 2026

	Jan 31, 26
ASSETS	
Current Assets	
Checking/Savings	
General - HRA	590.65
General Money Market	5,041.22
General/Light District Checking	12,911.51
Highway Checking	143,616.77
Highway Money Market	5,136.42
NY Class	
01 - S - Sewer Project	373,350.81
02 - G - Community Ctr Capital	10,127.71
03 - G - Highway Blding Capital	10,127.71
04 - H - Highway Equip Capital	10,127.71
06 - G - Cemetery	13,166.01
07 - G - General Operating	416,946.54
08 - H - Highway Operating	567,779.58
Total NY Class	1,401,626.07
Payroll Trust	0.29
Petty Cash	225.00
Sewer Checking	9,695.54
Youth Program	738.95
Total Checking/Savings	1,579,582.42
Other Current Assets	
Change Fund	400.00
Total Other Current Assets	400.00
Total Current Assets	1,579,982.42
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	275,000.00
Total Other Assets	275,000.00
TOTAL ASSETS	**4,247,255.42**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
PR Liabilities	378.11
RAN Bond	1,560,000.00
Total Other Current Liabilities	1,560,378.11
Total Current Liabilities	1,560,378.11
Long Term Liabilities	
W626 Bonds Payable USDA	275,000.00
Total Long Term Liabilities	275,000.00
Total Liabilities	1,835,378.11

Town of Mina
Balance Sheet
As of January 31, 2026

	Jan 31, 26
Equity	
*Retained Earnings	-818,832.33
Fund Balance - Fixed Assets	2,392,273.00
Fund Balance - General	337,325.16
Fund Balance - Highway	621,444.92
Fund Balance - Lighting Dist	15,301.84
Fund Balance - Sewer	-36,563.90
Net Income	-99,071.38
Total Equity	2,411,877.31
TOTAL LIABILITIES & EQUITY	**4,247,255.42**

Town of Mina
Profit & Loss by Class
January 2026

	General	Highway	Light District	Sewer District	TOTAL
Income					
A1255 Clerk Fees	23.86	0.00	0.00	0.00	23.86
A2110 Zoning Fees	150.00	0.00	0.00	0.00	150.00
A2190 Sale of Cemetery Lots	900.00	0.00	0.00	0.00	900.00
A2401 Interest & Earnings	1,486.24	0.00	0.00	0.00	1,486.24
A2410 Rental of Real Property	1,915.00	0.00	0.00	0.00	1,915.00
A2544 Dog Licenses	84.00	0.00	0.00	0.00	84.00
A2590 Permits, Other	139.00	0.00	0.00	0.00	139.00
A2610 Fines & Forfeited Bail	1,028.00	0.00	0.00	0.00	1,028.00
A2770 Other Unclassified Revenu	81.00	0.00	0.00	0.00	81.00
DA2401 Interest & Earnings	0.00	1,757.78	0.00	0.00	1,757.78
SS2401 Interest & Earnings	0.00	0.00	0.00	1,209.97	1,209.97
Total Income	5,807.10	1,757.78	0.00	1,209.97	8,774.85
Gross Profit	5,807.10	1,757.78	0.00	1,209.97	8,774.85
Expense					
A1010.1 Town Board - PS	602.32	0.00	0.00	0.00	602.32
A1110.1 Justice - PS	714.16	0.00	0.00	0.00	714.16
A1110.1 Justice Clerk - PS	588.83	0.00	0.00	0.00	588.83
A1110.4 Justice Expense	270.91	0.00	0.00	0.00	270.91
A1220.1 Supervisor - PS	833.33	0.00	0.00	0.00	833.33
A1220.1 Supervisor Bkkpr - PS	760.50	0.00	0.00	0.00	760.50
A1220.4 Supervisor Expense	1,454.11	0.00	0.00	0.00	1,454.11
A1355.1 Assessor - PS	1,400.00	0.00	0.00	0.00	1,400.00
A1355.4 Assessor Exp CAP	275.30	0.00	0.00	0.00	275.30
A1410.1 Town Clerk - PS	2,307.70	0.00	0.00	0.00	2,307.70
A1410.4 Town Clerk Expense	1,642.72	0.00	0.00	0.00	1,642.72
A1620.1 Buildings - PS	332.50	0.00	0.00	0.00	332.50
A1620.4 Buildings Expense					
A1620.4 Bldg Supplies	237.63	0.00	0.00	0.00	237.63
A1620.4 Bldg Telephone/Internet	110.00	0.00	0.00	0.00	110.00
A1620.4 Buildings Expense - Other	1,125.00	0.00	0.00	0.00	1,125.00
Total A1620.4 Buildings Expense	1,472.63	0.00	0.00	0.00	1,472.63
A1920.2 Municipal Assoc Dues	800.00	0.00	0.00	0.00	800.00
A3510.1 Control of Dogs - PS	100.00	0.00	0.00	0.00	100.00
A3620.4 Safety Inspection	30.30	0.00	0.00	0.00	30.30
A5010.1 Sup't of Highways - PS	6,244.76	0.00	0.00	0.00	6,244.76
A5132.4 Garage Expense					
A5132.4 Garage Phone/Internet	189.34	0.00	0.00	0.00	189.34
A5132.4 Garage Expense - Other	278.21	0.00	0.00	0.00	278.21
Total A5132.4 Garage Expense	467.55	0.00	0.00	0.00	467.55
A5182.4 Street Lighting	387.27	0.00	0.00	0.00	387.27
A6410.4 Publicity	1,500.00	0.00	0.00	0.00	1,500.00
A6772.4 Programs for Aging	4,500.00	0.00	0.00	0.00	4,500.00
A7410.4 Library	23,250.00	0.00	0.00	0.00	23,250.00
A7520.4 Historical Property	1,500.00	0.00	0.00	0.00	1,500.00
A8010.1 Zoning - PS	1,028.55	0.00	0.00	0.00	1,028.55
A8010.1 Zoning PS Clerk	242.25	0.00	0.00	0.00	242.25
A8090.4 Env Control Contrac Exp	10,850.00	0.00	0.00	0.00	10,850.00
A8510.4 Community Beautifuicati	3,500.00	0.00	0.00	0.00	3,500.00
A8664.1 Code Enforcement - PS					
A8664.4 Code Enforc Clerk - PS	1,521.00	0.00	0.00	0.00	1,521.00
A8664.1 Code Enforcement - PS - Other	1,000.00	0.00	0.00	0.00	1,000.00
Total A8664.1 Code Enforcement - PS	2,521.00	0.00	0.00	0.00	2,521.00
A8810.4 Cemeteries Expense	6,000.00	0.00	0.00	0.00	6,000.00
A9030.8 Social Security	1,379.46	0.00	0.00	0.00	1,379.46
A9055.8 Disability Insurance	850.99	0.00	0.00	0.00	850.99
A9060.8 Medical Insurance	3,341.10	0.00	0.00	0.00	3,341.10
DA5130.4 Machinery	0.00	1,187.16	0.00	0.00	1,187.16
DA5140.4 Misc - Cont Exp	0.00	58.64	0.00	0.00	58.64
DA5142.1 Snow Removal- PS	0.00	12,963.20	0.00	0.00	12,963.20
DA9030.8 Social Security	0.00	942.84	0.00	0.00	942.84
DA9055.8 Disability Insurance	0.00	177.15	0.00	0.00	177.15
DA9060.8 Medical Insurance	0.00	8,549.73	0.00	0.00	8,549.73
SL5182.4 Light District	0.00	0.00	2,183.06	0.00	2,183.06
SS1420.4 Attorney Expense	0.00	0.00	0.00	594.00	594.00

Town of Mina
Profit & Loss by Class
January 2026

	General	Highway	Light District	Sewer District	TOTAL
SS1620.4 Building Expenses					
SS1620.4 Blding Exp.- Electric	42.21	0.00	0.00	0.00	42.21
Total SS1620.4 Building Expenses	42.21	0.00	0.00	0.00	42.21
Total Expense	81,190.45	23,878.72	2,183.06	594.00	107,846.23
Net Income	**-75,383.35**	**-22,120.94**	**-2,183.06**	**615.97**	**-99,071.38**

Town of Mina
Profit & Loss Budget vs. Actual
January 2026

	Jan 26	Budget	$ Over Budget	% of Budget
Income				
A1001 Real Property Taxes	0.00	0.00	0.00	0.0%
A1002 Unexpended Bal Prior Year	0.00	0.00	0.00	0.0%
A1081 Other Payments in Lieu	0.00	0.00	0.00	0.0%
A1090 Interest/Penalities Taxes	0.00	5,000.00	-5,000.00	0.0%
A1116 - Tax Adult-Use Cannabis	0.00	0.00	0.00	0.0%
A1120 Non Prop Tax Dist by Co	0.00	145,000.00	-145,000.00	0.0%
A1170 Franchises	0.00	5,000.00	-5,000.00	0.0%
A1255 Clerk Fees	23.86	3,000.00	-2,976.14	0.8%
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	2,000.00	-2,000.00	0.0%
A2025 Special Recreation Chgs	0.00	0.00	0.00	0.0%
A2110 Zoning Fees	150.00	2,500.00	-2,350.00	6.0%
A2130 Refuse/Garbage Services	0.00	0.00	0.00	0.0%
A2190 Sale of Cemetery Lots	900.00	1,200.00	-300.00	75.0%
A2192 Chgs for Cemetery Service	0.00	1,200.00	-1,200.00	0.0%
A2210 Tax/Assess Other Gov CAP				
A2210 Tax/Assess Fr Creek	0.00	0.00	0.00	0.0%
A2210 Tax/Assess Sherman	0.00	0.00	0.00	0.0%
A2210 Tax/Assess Other Gov CAP - Other	0.00	4,000.00	-4,000.00	0.0%
Total A2210 Tax/Assess Other Gov CAP	0.00	4,000.00	-4,000.00	0.0%
A2300 Justice Serv. Other Govts	0.00	3,900.00	-3,900.00	0.0%
A2397 Cap Projects, Other Gov't	0.00	0.00	0.00	0.0%
A2401 Interest & Earnings	1,486.24	10,000.00	-8,513.76	14.9%
A2410 Rental of Real Property	1,915.00	27,000.00	-25,085.00	7.1%
A2544 Dog Licenses	84.00	1,200.00	-1,116.00	7.0%
A2590 Permits, Other	139.00	4,000.00	-3,861.00	3.5%
A2610 Fines & Forfeited Bail	1,028.00	6,000.00	-4,972.00	17.1%
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	500.00	-500.00	0.0%
A2750 Aim-Related Payments	0.00	6,782.00	-6,782.00	0.0%
A2770 Other Unclassified Revenu	81.00	0.00	81.00	100.0%
A3001 State Aid Per Capita	0.00	0.00	0.00	0.0%
A3005 Mortgage Tax	0.00	18,000.00	-18,000.00	0.0%
A3040 St Aid-Real Prop Tax Adim	0.00	0.00	0.00	0.0%
A3089 State Aid, Other				
A3089 CWSSI	0.00	0.00	0.00	0.0%
A3089 State Aid, Other - Other	0.00	0.00	0.00	0.0%
Total A3089 State Aid, Other	0.00	0.00	0.00	0.0%
A3097 State Gov't, Capital Proj	0.00	0.00	0.00	0.0%
A3820 Youth Programs	0.00	0.00	0.00	0.0%
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	0.00	0.00	0.00	0.0%
DA1002 Unexpended Bal Prior Yr	0.00	0.00	0.00	0.0%
DA1120 Co. Sales Tax Distributn	0.00	220,000.00	-220,000.00	0.0%
DA2300 Services Other Govts	0.00	2,000.00	-2,000.00	0.0%
DA2401 Interest & Earnings	1,757.78	15,000.00	-13,242.22	11.7%
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%
DA3089 St. Aid Other, Bridge NY	0.00	0.00	0.00	0.0%
DA3097 State Aid, Capital Proj	0.00	0.00	0.00	0.0%
DA3501 Consolid Highway CHIPS	0.00	79,198.00	-79,198.00	0.0%
DA4089 Federal Aid, Other	0.00	0.00	0.00	0.0%
DA4500 FEMA Aid	0.00	0.00	0.00	0.0%
DA5031 Interfund Transfers	0.00	0.00	0.00	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	0.00	0.00	0.00	0.0%
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	0.00	20,000.00	-20,000.00	0.0%
SS2122 Sewer Charges	0.00	0.00	0.00	0.0%
SS2128 Interest & Penalties	0.00	0.00	0.00	0.0%
SS2401 Interest & Earnings	1,209.97	0.00	1,209.97	100.0%
SS2770 Other Unclassified Rev	0.00	0.00	0.00	0.0%

Town of Mina
Profit & Loss Budget vs. Actual
January 2026

	Jan 26	Budget	$ Over Budget	% of Budget
SS3901 State Aid, O&M of Plant	0.00	0.00	0.00	0.0%
SS3990 State Aid, Sewer Cap Prj	0.00	0.00	0.00	0.0%
Total Income	8,774.85	582,480.00	-573,705.15	1.5%
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	8,774.85	582,480.00	-573,705.15	1.5%
Expense				
A1010.1 Town Board - PS	602.32	6,000.00	-5,397.68	10.0%
A1010.4 Town Board Expense	0.00	800.00	-800.00	0.0%
A1110.1 Justice - PS	714.16	8,570.00	-7,855.84	8.3%
A1110.1 Justice Clerk - PS	588.83	7,066.00	-6,477.17	8.3%
A1110.4 Justice Expense	270.91	5,800.00	-5,529.09	4.7%
A1220.1 Supervisor - PS	833.33	10,000.00	-9,166.67	8.3%
A1220.1 Supervisor Bkkpr - PS	760.50	16,000.00	-15,239.50	4.8%
A1220.4 Supervisor Expense	1,454.11	7,000.00	-5,545.89	20.8%
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	1,400.00	19,800.00	-18,400.00	7.1%
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%
A1355.2 Assessor Equip	0.00	0.00	0.00	0.0%
A1355.4 Assessor Exp CAP	275.30	7,000.00	-6,724.70	3.9%
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	2,307.70	30,000.00	-27,692.30	7.7%
A1410.1 Town Clerk Deputy - PS	0.00	6,000.00	-6,000.00	0.0%
A1410.4 Town Clerk Expense	1,642.72	5,000.00	-3,357.28	32.9%
A1420.1 Attorney PS	0.00	0.00	0.00	0.0%
A1420.4 Attorney Expense	0.00	12,000.00	-12,000.00	0.0%
A1440.4 Engineer Contractual	0.00	0.00	0.00	0.0%
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	332.50	10,000.00	-9,667.50	3.3%
A1620.4 Buildings Expense				
A1620.4 Bldg Electric	0.00	0.00	0.00	0.0%
A1620.4 Bldg Gas	0.00	0.00	0.00	0.0%
A1620.4 Bldg Supplies	237.63	0.00	237.63	100.0%
A1620.4 Bldg Telephone/Internet	110.00	0.00	110.00	100.0%
A1620.4 Buildings Expense - Other	1,125.00	45,000.00	-43,875.00	2.5%
Total A1620.4 Buildings Expense	1,472.63	45,000.00	-43,527.37	3.3%
A1670.4 Centralized Mailing	0.00	0.00	0.00	0.0%
A1680.4 Central Data Processing	0.00	27,500.00	-27,500.00	0.0%
A1910.4 Unallocated Insurance	0.00	37,000.00	-37,000.00	0.0%
A1920.2 Municipal Assoc Dues	800.00	1,500.00	-700.00	53.3%
A1990.4 Contingent	0.00	30,000.00	-30,000.00	0.0%
A3010.4 Public Safety Expense	0.00	0.00	0.00	0.0%
A3310.4 Traffic Control	0.00	3,500.00	-3,500.00	0.0%
A3410.4 Contractual Expense	0.00	3,500.00	-3,500.00	0.0%
A3510.1 Control of Dogs - PS	100.00	1,200.00	-1,100.00	8.3%
A3510.4 Control of Dogs Expense	0.00	500.00	-500.00	0.0%
A3620.1 Safety Inspection - PS	0.00	0.00	0.00	0.0%
A3620.4 Safety Inspection	30.30	1,500.00	-1,469.70	2.0%
A5010.1 Sup't of Highways - PS	6,244.76	62,265.00	-56,020.24	10.0%
A5010.4 Sup't Highways Expense	0.00	3,500.00	-3,500.00	0.0%
A5132.4 Garage Expense				
A5132.4 Garage Electric	0.00	0.00	0.00	0.0%
A5132.4 Garage Gas	0.00	0.00	0.00	0.0%
A5132.4 Garage Phone/Internet	189.34	0.00	189.34	100.0%
Garage Supplies	0.00	0.00	0.00	0.0%
A5132.4 Garage Expense - Other	278.21	18,000.00	-17,721.79	1.5%
Total A5132.4 Garage Expense	467.55	18,000.00	-17,532.45	2.6%

Town of Mina
Profit & Loss Budget vs. Actual
January 2026

	Jan 26	Budget	$ Over Budget	% of Budget
A5182.4 Street Lighting	387.27	5,200.00	-4,812.73	7.4%
A5650.1 Off Street Parking	0.00	0.00	0.00	0.0%
A6410.4 Publicity	1,500.00	1,500.00	0.00	100.0%
A6460.4 Industrial Dev Agency	0.00	0.00	0.00	0.0%
A6772.4 Programs for Aging	4,500.00	4,500.00	0.00	100.0%
A7110.4 Parks Contractual Exp	0.00	5,000.00	-5,000.00	0.0%
A7140.4 Playrounds/Rec Centers	0.00	2,000.00	-2,000.00	0.0%
A7150.4 Joint Rec Project	0.00	0.00	0.00	0.0%
A7270.4 Band Concerts	0.00	0.00	0.00	0.0%
A7310.1 Youth Program - PS	0.00	0.00	0.00	0.0%
A7310.4 Youth Program Expense	0.00	6,450.00	-6,450.00	0.0%
A7410.4 Library	23,250.00	23,250.00	0.00	100.0%
A7510.1 Historian - PS	0.00	1,200.00	-1,200.00	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	1,500.00	1,500.00	0.00	100.0%
A7550.4 Celebrations	0.00	3,000.00	-3,000.00	0.0%
A7620.4 Adult Recreation	0.00	0.00	0.00	0.0%
A8010.1 Zoning - PS	1,028.55	10,000.00	-8,971.45	10.3%
A8010.1 Zoning PS Clerk	242.25	3,000.00	-2,757.75	8.1%
A8010.4 Zoning Expense	0.00	1,000.00	-1,000.00	0.0%
A8020.1 Planning - PS	0.00	100.00	-100.00	0.0%
A8020.4 Planning Expense	0.00	100.00	-100.00	0.0%
A8090.1 Environ Control PS	0.00	0.00	0.00	0.0%
A8090.4 Env Control Contrac Exp	10,850.00	10,850.00	0.00	100.0%
A8160.1 Refuse/Garbage - PS	0.00	0.00	0.00	0.0%
A8160.4 Refuse/Garbage Expense	0.00	1,500.00	-1,500.00	0.0%
A8197.2 Sewer, Equip, Cap Outla	0.00	0.00	0.00	0.0%
A8510.4 Community Beautifuicati	3,500.00	3,500.00	0.00	100.0%
A8664.1 Code Enforcement - PS				
A8664.4 Code Enforc Clerk - PS	1,521.00	16,000.00	-14,479.00	9.5%
A8664.1 Code Enforcement - PS - Other	1,000.00	10,000.00	-9,000.00	10.0%
Total A8664.1 Code Enforcement - PS	2,521.00	26,000.00	-23,479.00	9.7%
A8664.4 Code Enforcement Exp	0.00	500.00	-500.00	0.0%
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	6,000.00	15,000.00	-9,000.00	40.0%
A9010.8 State Retirement	0.00	21,000.00	-21,000.00	0.0%
A9030.8 Social Security	1,379.46	17,000.00	-15,620.54	8.1%
A9040.8 Workers Comp	0.00	3,000.00	-3,000.00	0.0%
A9050.8 Unemployment Insurance	0.00	0.00	0.00	0.0%
A9055.8 Disability Insurance	850.99	1,300.00	-449.01	65.5%
A9060.8 Medical Insurance	3,341.10	20,000.00	-16,658.90	16.7%
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%
A9910.9 Transfers, Other Funds	0.00	0.00	0.00	0.0%
A9950.9 Capital Project Fund	0.00	40,000.00	-40,000.00	0.0%
DA5110.1 General Repairs - PS	0.00	98,000.00	-98,000.00	0.0%
DA5110.4 Gen'l Repairs Cont Exp	0.00	195,000.00	-195,000.00	0.0%
DA5112.2 Improvement Cap Outlay	0.00	79,198.00	-79,198.00	0.0%
DA5120.4 Bridges - Cont Exp	0.00	0.00	0.00	0.0%
DA5130.2 Machinery/Equipment	0.00	55,000.00	-55,000.00	0.0%
DA5130.4 Machinery	1,187.16	55,000.00	-53,812.84	2.2%
DA5140.4 Misc - Cont Exp	58.64	20,000.00	-19,941.36	0.3%
DA5142.1 Snow Removal- PS	12,963.20	95,000.00	-82,036.80	13.6%
DA5142.4 Snow Removal Cont Exp	0.00	50,000.00	-50,000.00	0.0%
DA9010.8 State Retirement	0.00	31,000.00	-31,000.00	0.0%
DA9030.8 Social Security	942.84	14,000.00	-13,057.16	6.7%
DA9040.8 Workers Comp	0.00	7,500.00	-7,500.00	0.0%
DA9055.8 Disability Insurance	177.15	200.00	-22.85	88.6%
DA9060.8 Medical Insurance	8,549.73	72,000.00	-63,450.27	11.9%
DA9089.8 Clothing	0.00	3,500.00	-3,500.00	0.0%
DA9710.6 Serial Bonds Principal	0.00	25,000.00	-25,000.00	0.0%
DA9710.7 Serial Bond Interest	0.00	6,200.00	-6,200.00	0.0%
DA9720.6 Debt Prin, Instal Bond	0.00	0.00	0.00	0.0%
DA9720.7 Debt Int., Instal Bond	0.00	0.00	0.00	0.0%
DA9950.9 Capital Project Fund	0.00	20,000.00	-20,000.00	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	0.00	105,000.00	-105,000.00	0.0%
SL5182.4 Light District	2,183.06	0.00	2,183.06	100.0%
SS1420.4 Attorney Expense	594.00	0.00	594.00	100.0%
SS1440.4 Engineer Contractual	0.00	0.00	0.00	0.0%
SS1450.4 Elections Expense	0.00	0.00	0.00	0.0%

Town of Mina
Profit & Loss Budget vs. Actual
January 2026

	Jan 26	Budget	$ Over Budget	% of Budget
SS1620.4 Building Expenses				
SS1620.4 Blding Exp.- Electric	42.21	0.00	42.21	100.0%
SS1620.4 Building Expenses - Other	0.00	0.00	0.00	0.0%
Total SS1620.4 Building Expenses	42.21	0.00	42.21	100.0%
SS1910.4 Unallocated Insurance	0.00	0.00	0.00	0.0%
SS1945.4 Purchase of Land Cont	0.00	0.00	0.00	0.0%
SS8110.0 Sewer Administration	0.00	0.00	0.00	0.0%
SS8120 Sewer Collection System	0.00	0.00	0.00	0.0%
SS8130 Sewage Treatmt & Disposl	0.00	0.00	0.00	0.0%
SS8197 Sewer, Equip,&Cap Outly	0.00	0.00	0.00	0.0%
Uncategorized Expenses	0.00	0.00	0.00	0.0%
Total Expense	107,846.23	1,550,549.00	-1,442,702.77	7.0%
Net Income	**-99,071.38**	**-968,069.00**	**868,997.62**	**10.2%**

NYCLASS

Town of Mina

PTMA Financial Solutions
2135 CityGate Lane
7th Floor
Naperville, IL 60563
Phone: 630-657-6400
Fax: 630-718-8701

Monthly Activity Summary

1/1/2026 - 1/31/2026

Class	Account	Beginning Balance	Contributions	Dividends YTD	Dividends	Withdrawals	Month End Balance
NYCLASS	NY01-02062-0001 Sewer Project	$462,140.84	$0.00	$1,209.97	$1,209.97	($90,000.00)	$373,350.81
NYCLASS	NY01-02062-0002 General Community Center Capital	$10,096.83	$0.00	$30.88	$30.88	$0.00	$10,127.71
NYCLASS	NY01-02062-0003 General Highway Building Capital	$10,096.83	$0.00	$30.88	$30.88	$0.00	$10,127.71
NYCLASS	NY01-02062-0004 Highway Equipment Capital	$10,096.83	$0.00	$30.88	$30.88	$0.00	$10,127.71
NYCLASS	NY01-02062-0005 General Special Projects	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
NYCLASS	NY01-02062-0006 General Cemetery	$13,125.85	$0.00	$40.16	$40.16	$0.00	$13,166.01
NYCLASS	NY01-02062-0007 General Operating	$475,603.89	$0.00	$1,342.65	$1,342.65	($60,000.00)	$416,946.54
NYCLASS	NY01-02062-0008 Highway Operating	$566,048.26	$0.00	$1,731.32	$1,731.32	$0.00	$567,779.58
		$1,547,209.33	**$0.00**	**$4,416.74**	**$4,416.74**	**($150,000.00)**	**$1,401,626.07**

Town of Mina
Cybersecurity Report
February 11, 2026

1. Heather Young-Deyell and Rebecca Brumagin requested a .gov domain on 2/9/26
2. Heather and Rebecca met with Erick Johnson from STG on 2/9/26
3. Southern Tier Graphics:
    a. NYMIR checklist is being followed to ensure compliance with requirements
    b. Will convert everyone to .gov email and website once .gov domain is assigned
    c. Will update each PC with virtual networking and Microsoft Office 365
    d. Will contact DFT to control internet switch
    e. Drafted a comprehensive policy manual for review (including acceptable use, backups, password procedures, cybersecurity annual training, etc.)
    f. Shared a monthly Threat Report from "Huntress" that summarizes Events Analyzed, Signals Detected, Signals Investigated and Incidents Reported (Summary attached)
    g. Multi-factor Authentication and Encryption will be implemented
    h. New software programs (cloud-based payroll, accounting, code enforcement & highway) will be incorporated into the overall plan
    i. Data sharing will be established between specified users
    j. Work is in 4 concurrent stages – some are 80% complete, over-all about 50% complete
        i. Organizational
            1. Policies and documentation to base cybersecurity and IT foundation
            2. List of regular scheduled tasks to perform
        ii. Network Security
            1. Firewall, Wi-Fi, hardware and VLAN (Virtual Local Area Network) configuration
        iii. PC Security
            1. Configure each PC to be fully managed
            2. Implement security tools and monitoring
        iv. Office 365 Security
            1. Configure and harden Office 365 for optimal security and data protection
4. Other:
    a. Supervisor purchase Town laptop (instead of using personal laptop) and office printer
    b. Historian and Historical Society computers will be included in the system
    c. Personal phones for business usage – not an issue
    d. NYS requires all employees to take Cybersecurity training annually
    e. STG can customize other types of training (ex. Sexual Harassment)
    f. Helix Maintenance Program – Free through NYMIR – Not interested at this time

THREAT REPORT 2026-01-01 to 2026-01-31
TOWN OF MINA

SUMMARY

During the time frame of this report, your cybersecurity platform **analyzed** 26,571 **events** from 9 **entities** on your network.

Of those events, there were 11 **signals detected** through automated and human analysis. None of the detected signals were suspicious in nature, thus no further investigation was warranted by your security team. This defense strategy continues to reduce your risk, which maximizes your security and minimizes cyberattack damage to your business.

ENTITIES PROTECTED

2 | 7



ANALYST NOTES



HERBIE ZIMMERMAN
MALWARE ANALYST

GLOBAL THREATS

- INITIAL ACCESS
- RMM TOOLS

This month, we've seen a big spike in attackers abusing Remote Monitoring and Management (RMM) tools. Instead of installing just one on a host, Threat Actors are now deploying two or three at once to remain hidden. Moving beyond standard two-factor authentication mechanisms and basic security hygiene to defend against these attacks, application baselining and alerting on deviations from the baseline can help spot unauthorized tools before they cause damage.