October 6th, 2026

The Mina Town Board met on the above date for a Special Meeting. Supervisor Brumagin called the meeting to order at 6:00 p.m. The following members and guests were in attendance:

Present: Rebecca Brumagin……. Supervisor
Jason Beckwith ……. Councilman
Dick Cooper…….Councilman
Jeff Tornstrom……. Councilman
Dick Watrous……..…. Councilman

Attended by: Alvin Kopta (Highway Superintendent)

Legal Notice: Town Clerk Park read the Legal Notice for the Special Meeting.

Public Comment re: Agenda Items (Citizens Present and not Present): None.

Review of 2027 Draft Tentative Budget:

- Supervisor Brumagin reviewed the 2027 Tentative Budget overview along with the supporting documentation.
- Councilman Cooper made a motion to raise the Supervisor Salary from $10,000 to $12,000. Motion was seconded by Councilman Watrous. Motion carried with four Ayes; Supervisor Brumagin abstained.
- Councilman Cooper made a motion to change the amount for Garage from $120,000 to $170,000. Motion was seconded by Councilman Watrous. Motion carried.
- Councilman Beckwith made a motion to approve the Tentative Budget as the Preliminary Budget with changes. Motion was seconded by Councilman Cooper, and carried.

Other Business:

- Greene County Commercial Bank was the low bidder for the $1,900,000 RAN which will be available October 15, 2026. The current RAN payoff of $1,560,000 plus interest is due October 20, 2026.
- Supervisor Brumagin is reviewing a NYS Model Sewer Use Law which may need to be revised and adopted by Town Board.
- A water well for the Waste Water Treatment Plant has been drilled and will be tested on Thursday, October 8th.

AUTHORIZATION TO ADVERTISE FOR BIDS
FINDLEY LAKE SEWER DISTRICT

RESOLUTION 20-26

WHEREAS, the Town of Mina ("Town") is moving forward with the Town of Mina Findley Lake Sewer District Project ("Project"); and

WHEREAS, the project includes the installation of a new wastewater treatment plant and sanitary sewer collection system.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Mina Town Board hereby authorizes the advertisement for bids for the Project, with the timing and manner of such advertisement at the discretion of the Town Supervisor; and

BE IT FURTHER RESOLVED, that the Town Clerk is hereby authorized and directed to publish the Advertisement for Bids in accordance with applicable procurement requirements when directed by the Town Supervisor.

MOTION: Councilman Watrous **SECOND:** Councilman Cooper

Roll call vote:

Rebecca Brumagin, Supervisor – AYE
Dick Watrous, Deputy Supervisor – AYE
Richard Cooper, Councilman – AYE
Jason Beckwith, Councilman – AYE
Jeff Tornstrom, Councilman – AYE

DRAFT

The resolution carried unanimously.

Other Business / Actions:

- The Town Board members reviewed preliminary plans for the Community Center roof replacement.

RESOLUTION TO ENGAGE PETER RADKA FROM ROCK HILL ENGINEERING TO PREPARE DETAILED PLANS AND CONSTRUCTION BID DOCUMENTS FOR A ROOF REPLACEMENT SYSTEM FOR THE MINA-FINDLEY LAKE COMMUNITY CENTER

RESOLUTION 21-26

WHEREAS, the flat membrane roof on the Mina-Findley Lake Community Center is at the end of its useful life and has significant issues that require a full roof replacement system as the current roof is beyond repair; and

WHEREAS, the Mina Town Board has considered options for roof replacement including a new flat membrane roof or a pitched roof with trusses and has agreed to proceed with replacing the roof with a pitched roof system with trusses; and

WHEREAS, the Mina Town Board reached out to Peter Radka, Structural Engineer, with Rock Hill Engineering and Joe Flikkema of Snowy Mountain Design to assess the condition of the roof and to prepare elevations for a pitched roof system; and

WHEREAS, Rock Hill Engineering and Snowy Mountain Design presented a preliminary design for the roof system that met the approval of the Mina Town Board; and

WHEREAS, final design plans are necessary to put the roof replacement system out to bid for construction; and

NOW THEREFORE LET IT BE RESOLVED that the Town Board of the Town of Mina approves the engagement of Peter Radka from Rock Hill Engineering to prepare detailed plans and construction bid documents for a pitched roof replacement system for the Mina-Findley Lake Community Center.

MOTION: Councilman Cooper **SECOND:** Councilman Watrous

Roll call vote:

Rebecca Brumagin, Supervisor – AYE
Dick Watrous, Deputy Supervisor – AYE
Richard Cooper, Councilman – AYE
Jason Beckwith, Councilman – AYE
Jeff Tornstrom, Councilman – AYE

The resolution carried unanimously.

RESOLUTION TO SUPPORT SUBMISSION OF CHAUTAUQUA COUNTY TOURISM PRODUCT DEVELOPMENT GRANT APPLICATION FOR NYS DEC FISHING ACCESS AREA (LAKESIDE PARK) TRANSFORMATIONAL DESIGN

RESOLUTION NO. 22- 26

WHEREAS, the Town of Mina, with approval from the New York State Department of Environmental Conservation (DEC), proposes to plan and design a transformation of the largest piece of public property on Findley Lake, with which to anchor tourism in downtown Findley Lake and support the community's goal to becoming an expanded four-seasons economy; and

WHEREAS, the property, owned by NYS DEC, is utilized largely as a utilitarian parking lot for vehicles and trailers accessing the kayak launch, fishing dock, and nearby boat launch as well as parking to patronize nearby downtown businesses; and

WHEREAS, with a redesigned lakeside park, this important property could provide stunning views of Findley Lake, attractive and welcoming green space and improved parking that would become a magnet for taking in the lake views and enhancing tourism; and

DRAFT

WHEREAS, it is the intent of the Town of Mina to reapply for New York Forward and/or Downtown Revitalization Initiative (NYF/DRI) grant funding which could provide significant financial support for the implementation of the various elements of a well-designed plan; and

WHEREAS, NYF/DRI grant funding cannot be used for planning but can be used to support "shovel ready" projects; and

WHEREAS, Chautauqua County's 3% Tourism Product Development Grant is open to municipalities for projects designed to support projects that attract visitors, strengthen tourism experiences, and drive economic growth throughout the county; and

WHEREAS, the Chautauqua County Tourism Product Development Grant favors applications that focus on new or significantly expanded projects that create distinctive and memorable visitor experiences; and

WHEREAS, engaging landscapers/landscaping architects to redesign the existing NYS DEC Fishing Access Area (Lakeside Park) is an essential first step to develop a "shovel ready" project that will transform the public property in downtown Findley Lake;

NOW THEREFORE BE IT RESOLVED that the Town Board of the Town of Mina supports the submission of the Chautauqua County Tourism Product Development Grant Application for the development of a transformational design of the NYS DEC Fishing Access Area (Lakeside Park).

MOTION: Councilman Tornstrom **SECOND:** Councilman Cooper

Roll call vote:

Rebecca Brumagin, Supervisor – AYE
Dick Watrous, Deputy Supervisor – AYE
Richard Cooper, Councilman – AYE
Jason Beckwith, Councilman – AYE
Jeff Tornstrom, Councilman – AYE

The resolution carried unanimously.

Highway Superintendent:

- Superintendent Kopta stated that the metal building removal should take place this week.
- He also reported that a suitable high-lift has been located and he and Councilman Tornstrom have had a chance to look it over in person. Councilman Watrous made a motion to purchase this piece of equipment. Motion was seconded by Councilman Cooper and carried by unanimous vote.

Building Updates:

- Councilman Cooper reported that the concrete work at the south end of the Community Center should be completed soon, and will take about two (2) days to complete. The Highway crew will delay shrub removal at the main entrance until the south entrance work is completed.
- In the event the roof replacement project is not completed before winter, there is a plan to purchase a steel car-port structure to cover the walkway leading to the main entrance. The cost for this is estimated to be $2,500 - $4,000. This moveable structure could then be moved to the School Street Park to be used as a picnic pavilion.

Surveying:

- Matt White has been hired to survey Ball Diamond and Parsonage Roads. This is a preliminary step in determining if there is potential for developing walking and biking paths to be included in the NY Forward / DRI Grant application.

Adjournment:

- As there was no further business to come before the Board, motion was made by Councilman Beckwith to adjourn the meeting at 9:15 pm.

Respectfully submitted,

Marcellanne Park
Town Clerk

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