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**VILLAGE OF MINOA**  
**BOARD OF TRUSTEES**  
**April 30, 2012**

The special meeting of the Village Board of the Village of Minoa was held at the Municipal Building in the Village Board Room, 240 N. Main St, on April 30, 2012.

**PRESENT:** Mayor Richard Donovan  
Trustee Abbott  
Trustee Brazill  
Trustee Champagne  
Trustee Christensen  
Clerk-Treasurer DeVona  
Attendant Michael Macko

**ABSENT:** Attorney Primo

**ALSO** Al Kalfass, Tom Petterelli, Sarah Eastman

**PRESENT:**

Mayor Donovan opened the meeting at 7:00 p.m. with the Pledge of Allegiance led by Trustee Christensen.

**MEETING  
MINUTES –  
APRIL 16 2012**

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the meeting minutes of April 16, 2012. All in favor. Motion carried.

**ADOPTION –  
2012 – 2013  
VILLAGE  
BUDGETS**

Mayor Donovan stated there were a few items for discussion before adoption he would like the board to consider:

A decrease to A2262.00 Fire Protection Contract due to an error found in spreadsheet calculations. Fire/EMS Fire Protection Contract should be \$669,664.00

An increase of \$1,438.00 to A1430.10 Personal Services due to salary increases. Line appropriation total \$44,860.00

A decrease of \$500.00 to A7520.1 Personal Services.

An increase of \$1,830.00 to A7520.40 Historical Contractual. Line appropriation total \$2,000.00.

Trustee Brazill made a motion, seconded by Trustee Christensen to approve the changes to the Tentative Budget as noted above. All in favor. Motion carried.

A motion was made by Trustee Christensen and seconded by Trustee Champagne to

adopt Village Budgets for 2012-2013 in the amount of \$3,936,309.57, and the Schedule of Salaries and Wages are fixed in the amounts shown therein. The amount of appropriations for each fund is as follows: General Fund - \$3,118,860.36; Water Fund - \$43,441.25; and Sewer Fund - \$774,007.96. The tax rate remains the same at \$8.95 per thousand. Voting: AYES: Trustee Christensen, Trustee Brazill, Trustee Abbott and Trustee Champagne. NAYES: 0. Motion Carried.

**MINOA FARMS –  
UPDATE**

Mayor Donovan updated the board with open construction items for Phase 4a. He stated nine (9) units have been sold with four, possibly five, more lots to close this week.

**MBK  
ECUMENICAL  
COUNCIL  
AGREEMENT**

Mayor Donovan stated the board has received a letter from Sister Francis James Paris asking the board to reconsider the gasoline agreement with MBK because the five year grant with Onondaga County is active and reports are being submitted on a timely basis.

Trustee Abbott made a motion, seconded by Trustee Brazill to reinstate the agreement with MBK Ecumenical Council for the sale of gasoline effective May 1, 2012. All in favor. Motion carried.

**BUILDINGS &  
GROUNDS**

Trustee Champagne made a motion, seconded by Trustee Christensen authorizing the Mayor to execute service contract with Ehrlich in the amount of \$270.00 for Pest Control for treatment of pavement ants in the village offices, fire department lounge, medic quarters and adjacent exercise room. All in favor. Motion carried.

**AMBULANCE**

No new business.

**FIRE  
DEPARTMENT**

***REQUEST PERMISSION TO BECKY SHERMERHORN AND ZACH VAN  
AUKEN TO ATTEND FIRE FIGHTER 1 COURSE AT FAYETTEVILLE  
FIRE TRAINING DIVISION***

Trustee Champagne made a motion, seconded by Trustee Brazill to approve training request for Becky Shermerhorn and Zach Van Auken to attend Fire Fighter I Course at Fayetteville Fire Department Training Division at a cost of \$698.73 per person on May 19, 2012. All in favor. Motion carried.

***PERMISSION TO HOLD THE ANNUAL FIREFIGHTERS FIELD DAYS  
AT LEWIS PARK ON MAY 31 – JUNE 2, 2012 WITH A PARADE TO BE  
HELD AT 6PM ON SATURDAY, JUNE 2, 2012***

Trustee Christensen made a motion, seconded by Trustee Abbott to hold the Annual Firefighters Field Days at Lewis Park on May 31- June 2, 2012 with a parade to be held on Saturday, June 2, 2012 at 6pm.

***PERMISSION TO ENTER INTO CONTRACT WITH MOBILE HEALTH APPRAISAL SERVICES FOR MEDICAL EVALUATIONS/ JUNE 1, 2012 – MAY 31, 2013***

Trustee Brazill made a motion, seconded by Trustee Christensen to authorize the Mayor to execute contract with Mobile Health Appraisal Services for medical evaluations for June 1, 2012 through May 31, 2013 in the amount of \$100.00 per person. All in favor. Motion carried.

**CODE  
ENFORCEMENT**

No new business.

**DPW**

***PERMISSION TO INSTALL STOP SIGN ON KENNER LANE***

Mayor Donovan stated the Clerk's office has received a complaint that there is not a stop sign located on Kenner Lane. Superintendent Petterelli stated that most of the cul-de-sacs do not have stop signs.

Trustee Brazill made a motion, seconded by Mayor Donovan to install stop signs on every cul-de-sac in the village. **AYES** – Mayor Donovan, Trustee Brazill; **NAYES** – Trustees Abbott, Champagne and Christensen.

Trustee Abbott made a motion, seconded by Trustee Brazill to install a stop sign on Kenner Lane. **AYES** – Mayor Donovan, Trustees Abbott and Brazill; **NAYES** – Trustee Champagne and Christensen. Motion carried.

***PERMISSION FOR TOM PETTERELLI TO ATTEND 2012 HIGHWAY SCHOOL***

Trustee Abbott made a motion, seconded by Trustee Brazill to authorize Tom Petterelli to attend 2012 Highway School at Ithaca College, June 11 – 13, 2012 at a cost of \$100.00 for registration and \$70.00 per night for lodging. All in favor. Motion carried.

***PERMISSION FOR TOM PETTERELLI AND MIKE MURNANE TO ATTEND CNY RELEAF WORKSHOP***

Trustee Christensen made a motion, seconded by Trustee Brazill to approve request to send Tom Petterelli and Mike Murnane to CNY Releaf Workshop at Cortland County Soil & Water Conservation District Office at a cost of \$15.00 per person on May 11, 2012 from 8:00am to 3:00pm. All in favor. Motion carried.

***REQUEST FROM SARAH EASTMAN, 230 RUTH STREET TO INSTALL "DISABLED CHILD IN THE AREA" SIGNS ON RUTH STREET***

Sarah Eastman introduced herself and stated she has a six year old daughter who is recognized with the state as being handicapped. Ms. Eastman stated her daughter is

impulsive, forgetful and can be a hazard to herself. Time outside, for the most part, is spent in the fenced backyard. Ms. Eastman stated vehicles do not always drive the 25mph speed limit on the road which is one of the reason she would like the board to consider installing "Disabled Child in the Area" signs on both ends of Ruth Street bring awareness to drivers there is a special needs child in the area. Ms. Eastman stated is won't solve all the safety issues for her family but the signs will help.

Trustee Brazill made a motion, seconded by Trustee Abbott to approve "Handicapped Child in the Area" signs be placed at each end of Ruth Street. All in favor. Motion carried.

**CLERK**

***NYSMEC – BID RESULTS***

Mayor Donovan read the following bid results as reported by OCM BOCES:

Electricity (per kWh)

National Grid - \$0.0485 (new rate)                      Current Rate: \$0.07711

Nature Gas

National Grid – \$0.4275 (new rate)                      Current Rate: \$1.038

Mayor Donovan stated this will be a three-year contract beginning May 1, 2012 and both rates came in well under the "Not to Exceed" rate of \$0.085.

***PERMISSION FOR TROY & BANKS TO CONDUCT A UTILITY ANALYSIS REVIEW***

Trustee Abbott made a motion, seconded by Trustee Christensen authorizing the Mayor to execute an agreement with Troy & Banks for the audit or survey of village gas, electric and utility service accounts at a fee of 25% of all monies received by the village. All in favor. Motion carried.

***DEFERRED COMPENSATION – DESIGNATED INVESTMENT OPTIONS***

Trustee Christensen made a motion, seconded by Trustee Brazill to send authorization letter to Nationwide Retirement Solutions for designated investment options for plan annuity contract as Fidelity Contrafund remain on the Plan and Nationwide Growth Fund and Nation Wide Small Company Growth Fund be added and Brown Small Company Fund be removed from the Plan. All in favor. Motion carried.

**COURT**

***APPOINTMENT – MICHAEL MCGRAW – COURT ATTENDANT***

Trustee Champagne made a motion, seconded by Trustee Christensen to hire Michael McGraw, 5130 Prairie View Drive, Camillus, effective May 1, 2012 as a Court Attendant at \$60.00 per court session. All in favor. Motion carried.

**WWTP / CERF**

No new business.

**TRUSTEES' REPORT**

Trustee Champagne – nothing new to report.

Trustee Christensen – nothing new to report.

Trustee Abbott reported that Solvay Bank representatives gave a report the the Fire Department at their last meeting; a fund raiser is planned at Trappers II for the Fire Department. Trustee Abbott asked if the room temperature settings on the Fire Department side of the building could be set to a cooler temperature than 70 degrees and if the village was able to conduct background checks on the new membership applications the Fire Department received during open recruitment.

Trustee Brazill reminded everyone that the Farmers Market will begin on Friday, May 11, 2012 and the Classic Hot-Rod Cars will begin on May 18, 2012 at Lewis Park.

**MAYOR'S REPORT** Mayor Donovan announced the village was not selected for NYCOM Municipal Award for the ambulance agreement with WAVES; however the story will be announced in the "Best Practices" section of the NYCOM bulletin.

**ATTORNEY'S REPORT** Absent

**AUDIT OF CLAIMS** A motion was made by Trustee Champagne and seconded by Trustee Christensen that claims on Abstract #023 in the amounts of General Fund - \$14,362.88 (Vouchers 952 - 994) and Sewer Fund – \$1,677.97 (Vouchers 370 - 386) for a total of \$16,040.85 audited and paid. All in favor. Motion carried.

**PUBLIC COMMENTS** No comments from the public.

**ADJOURNMENT** A motion was made by Trustee Champagne and seconded by Trustee Christensen that the Village Board Meeting be adjourned at 7:39 pm. All in favor. Motion carried.  
Respectfully submitted,  
  
Lisa L. DeVona  
Clerk-Treasurer