

**VILLAGE OF MINOA
BOARD OF TRUSTEES
November 5, 2012**

PRESENT: Mayor Richard Donovan
Trustee Abbott
Trustee Brazill
Trustee Champagne
Trustee Christensen
Clerk-Treasurer DeVona
Attorney Steven Primo

ALSO PRESENT: Mike Macko, Tom Petterelli, John Sears, Richard Saban,
Wayne Konseck

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

**HEARING –
UNSAFE BUILDING
237 ELM STREET**

Attorney Primo asked the board to table the hearing for future date which has not yet been determined.

**MEETING
MINUTES –
OCTOBER 15, 2012**

Trustee Brazill made a motion, seconded by Trustee Christensen to approve the meeting minutes of October 15, 2012. All in favor. Motion carried.

**2013 FIRE & EMS
SERVICE
CONTRACT**

Trustee Christensen made a motion, seconded by Trustee Champagne to accept the 2013 Fire & EMS Service Contract with the Town of Manlius and authorize the Mayor and Fire Chief to execute the agreement contract in the amount of \$717,284.00. All in favor. Motion carried.

**UPDATE –
100TH
ANNIVERSARY
CITIZEN'S
COMMITTEE**

Mayor Donovan state the committee has met on three separate occasions and sub-committees have been established with primary focus on planning the January 25, 2013 Anniversary celebration. Events will be planned throughout the 2013 year celebrating the bicentennial. ESM students have volunteered and

DECA is interested in the project as well. More details to follow in the upcoming weeks.

**2012-2013 ESM
YOUTH SPORTS
AGREEMENT**

A motion was made by Trustee Brazill and seconded by Trustee Christensen authorizing Mayor Donovan to sign the 2012-2013 ESM Youth Sports Agreement in the amount of \$4,500.00 and authorizes the Treasurer to make the first payment in the amount of \$2,250.00 upon the execution of the agreement and the remaining \$2,250.00 on March 1, 2013. All in favor. Motion carried.

DPW

PERMISSION TO OPERATE NYS INSPECTION STATION

A motion was made by Trustee Brazill and seconded by Trustee Abbott to authorize the DPW mechanic to submit application to operate as a NYS Inspection Station for large vehicles only at no cost to the village. All in favor. Motion carried.

REQUEST PERMISSION TO ACCEPT DAVIS-ULMER PROPOSAL FOR 5-YEAR OBSTRUCTION INVESTIGATION ON SPRINKLER SYSTEM

Trustee Brazill made a motion, seconded by Trustee Christensen to accept the \$640.00 proposal from Davis-Ulmer for 5-year obstruction investigation on the sprinkler system in the municipal building pursuant to NFPA 25. All in favor. Motion carried.

REQUEST PERMISSION TO AUTHORIZE THE MAYOR TO ENTER INTO COOPERATIVE AGREEMENT WITH ONONDAGA COUNTY FOR CONTROL OF SNOW & ICE

Trustee Abbott made a motion, seconded by Trustee Brazill authorizing the Mayor to enter into Cooperative Agreement with Onondaga County for control of snow and ice from October 26, 2012 through May 31, 2017. All in favor. Motion carried.

CLERK

AUDIT UPDATE

Mayor Donovan stated the annual updated document has been submitted and the auditors have submitted their final reports. The board members should have received a copy of the report and Financial Statement documents in their mailboxes. Mayor Donovan stated that Clerk DeVona is currently researching options for new accounting software.

AGREEMENT – NATIONWIDE RETIREMENT SOLUTIONS PERTAINING TO ADMINISTRATION OF THE EMPLOYERS DEFERRED COMPENTION PLAN

Trustee Brazill made a motion, seconded by Trustee Champagne to authorize the Clerk-Treasurer to execute and enter into agreement with Nationwide Retirement Solutions (NRS) for professional services pertaining to the administration of the employers deferred compensation plan in accordance with Section 457 of the IRS and NYS Deferred Compensation Board rules and regulations. All in favor. Motion carried. All in favor. Motion carried.

2012-2013 UNPAID PROPERTY TAXES TO THE COUNTY

A motion was made by Trustee Christensen and seconded by Trustee Abbott that the Village Board agrees to return the Tax Warrant for the 2012-2013 Village Taxes in the amount of \$41,805.03, which represents \$38,664.82 in original tax, an 8% interest fee of \$3,093.21 and a \$47.00 second notice fee and hereby directs Clerk-Treasurer DeVona to send the list of unpaid taxes to the Onondaga County Commissioner of Finance for collection and the subsequent payment to the Village. All in favor. Motion carried.

FIRE DEPARTMENT

CHANGE IN MEMBERSHIP – VINCENZO CARCIOFOLO

A motion was made by Trustee Brazill, and seconded by Trustee Champagne to accept the change in membership status from Restricted to Active for Vincenzo Carciofolo. All in favor. Motion carried.

AMBULANCE

PERMISSION TO ACCEPT CREDIT CARD PAYMENTS FOR AMBULANCE BILLING USING INSTAMED

A motion was made by Trustee Brazill, seconded by Trustee Christensen to accept credit card payments for ambulance billing use InstaMed and authorize Clerk-Treasurer DeVona to execute the network application for enrollment with InstaMed. All in favor. Motion carried.

**CODE
ENFORCEMENT**

Nothing new to report.

**TRUSTEES'
REPORT**

Trustee Champagne stated the biosolids are scheduled to be hauled out later this week; if the weather is nice the village office may receive calls regarding the smell as it can be noticeable if there is no wind. Trustee Champagne stated the annual Halloween party was again another successful event and thanked Trustee Christensen and his wife Marlene for helping with the popcorn machine. Trustee Champagne also congratulated Steve Giarrusso on the Clearwater magazine article; nicely done.

Trustee Christensen – nothing new to report.

Trustee Abbott reported Lewis Park sign has been updated with “No Parking” on the streets during the winter months. Trustee Abbott also reported that over 3,000 children attended the Wicked Woods event at Green Lakes State Park; many vendors ran out of candy only an hour into the event; it was very successful event for all that attended and participated.

Trustee Brazill congratulated everyone that participated in the Wicked Woods event as it was very successful.

**MAYOR'S
REPORT**

Mayor Donovan thanked Trustees Brazill and Abbott for all their help and participation with the Wicked Woods event, and thanked Trustees Champagne and Christensen for another successful Halloween party. Mayor Donovan announced that Honeywell is scheduled to be in the building for the next two days installing new software and any new hardware needed for the upgraded system.

Mayor Donovan reported he attended the Department of Public Works NYCOM conference with Superintendent Petterelli, who did an outstanding job

on the committee this year organizing events and topics.

**ATTORNEY'S
REPORT**

Attorney Primo presented a draft resolution for board consideration regarding front yard setbacks and right of way line for sanitary sewer and zoning setback issues. He asked the board to review the draft for future discussion.

**AUDIT OF
CLAIMS**

A motion was made by Trustee Champagne and seconded by Trustee Christensen that the claims on Abstract #011 in the amounts of General Fund - \$67,017.09 (Vouchers 448 - 503) and Sewer Fund - \$8,053.26 (Vouchers 189 - 217) for a total of \$75,070.35 audited and paid. All in favor. Motion carried.

**PUBLIC
COMMENTS**

Wayne Konseck, 208 Fay Lane asked what the status was of his written compliant (filed almost two years ago) regarding his neighbor Mr. Studdebacker, 212 Fay Lane. Mr. Konseck stated he would like the fire department to inspect 212 Fay Lane for hazard material.

Attorney Primo stated he is aware of the compliant Mr. Konseck has filed regarding the 212 Fay Lane and he briefly reviewed the process regarding such complaints. Attorney Primo stated he would be happy to discuss it further with Mr. Konseck.

ADJOURNMENT

A motion was made by Trustee Abbott and seconded by Trustee Brazill to adjourn the village board meeting at 7:52 pm. All in favor. Motion carried.

Respectfully submitted,

Lisa DeVona

Lisa L. DeVona
Clerk-Treasurer