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**VILLAGE OF MINOA
BOARD OF TRUSTEES
October 15, 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

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

**MEETING
MINUTES –
SEPTEMBER 17, 2012**

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the meeting minutes of September 17, 2012. All in favor. Motion carried.

**MEETING
MINUTES –
OCTOBER 1, 2012**

Trustee Brazill made a motion, seconded by Trustee Christensen to approve the meeting minutes of October 1, 2012. All in favor. Motion carried.

**100TH
ANNIVERSARY
CITIZEN'S
COMMITTEE**

Trustee Abbott made a motion, seconded by Trustee Brazill authorizing the Mayor to appoint a 100th Anniversary Citizen's Committee. All in favor. Motion carried.

DPW

PERMISSION TO OPERATE NYS INSPECTION STATION - Tabled.

REQUEST PERMISSION TO ATTEND SAFETY DURING SNOW & ICE REMOVAL OPERATIONS

Trustee Christensen made a motion, seconded by Trustee Champagne to approve the request to send Ray Edwards, Dan Palma, Mark Nicholson and Brad Hyde to a free seminar, Safety During Snow Removal Operations on November 1, 2012. All in favor. Motion carried.

CLERK

AUDIT UPDATE

Clerk DeVona stated the auditors have completed their on-site review and will soon submit their final report.

TREASURERS REPORT – FISCAL YEAR ENDING MAY 31, 2012

Trustee Brazill made a motion, seconded by Trustee Abbott to accept the Audited Treasurers' Report for fiscal year ending May 31, 2012. All in favor. Motion carried.

BUDGET AMENDMENT

Trustee Brazill made a motion, seconded by Trustee Champagne to approve the following budget amendment increase to A2262 – Fire Protection in the amount of \$673,894.00 which reflects the amended 2013 Fire & EMS Contract with the Town of Manlius for an interest only payment for new 2012 Triple Combination Pumper in October 2013. All in favor. Motion carried.

AMBULANCE

Al Kalfass, Executive Director of Waves presented the board with an Annual EMS Review for the period of October 2011 through October 2012. Minoa EMS responded to 1,271 calls for Emergency Medical Services; this number included both ambulance and rescue calls. Significant accomplishments over the year include the following:

- Transitioning and training of all career EMS staff
- Patient Care Records are now 100% accounted for and entered into EMS Charts, including rescue calls

- Daily review of call for Quality Assurance to ensure proper documentation and patient care standards are met
- Ambulance is staffed 24/7 with advanced providers at all times
- Staff meetings are scheduled every other month to provide communication and training sessions

Mr. Kalfass reviewed membership, call volumes and operations with the board and shared the departments' goals and objectives for the upcoming year. He stated beginning in November there will be a membership drive, another CPR & First Aid class offered and transition over any interested Fire personnel in EMS. Mr. Kalfass thanked the village board, village office, staff DPW staff and Fire Department for the assistance he has received over the last year and looks forward to providing the best care possible in 2013.

Mayor Donovan thanked Mr. Kalfass for a great year; it has been a positive experience for all.

Trustee Brazill thanked Mr. Kalfass as well; the department is working extremely well, the ambulance office is well organized and clean.

**CODE
ENFORCEMENT**

HEARING – UNSAFE BUILDING – 237 ELM STREET

Trustee Christensen made a motion, seconded by Trustee Champagne to re-notice the hearing on Unsafe Building pursuant to Chapter 57 of the Code of the Village of Minoa for November 5, 2012 beginning at 6:55pm for property located at 237 Elm Street, Minoa, NY 13116. All in favor. Motion carried.

**TRUSTEES'
REPORT**

Trustee Champagne reminded everyone the annual Halloween Party will be held on October 31, 2012 from 5:00pm – 8:30pm at Minoa Fire Station 1. Trustee Christensen – nothing new to report.

Trustee Abbott reported Lewis Park sign has been updated and includes the annual Halloween Party and Wicked Woods event at Green Lakes State Park on October 27, 2012 beginning at 4:00pm.

Trustee Brazill stated local businesses will hand out candy to the children at the

Wicked Woods event; readers are still needed for stories around the campfires and if anyone is interested please let him know.

**MAYOR'S
REPORT**

Mayor Donovan announced the new 2012 Triple Combination Pumper has been delivered and is currently being prepared for training. Mayor Donovan also reported on NYCOM – Main Street conference where he obtained new material on new trends. He stated the cities are finding the younger generation using more public transportation and not applying for driver's licenses. There is approximately \$25 million available in grant opportunities for cities; the City of Syracuse is currently under construction in many areas.

**ATTORNEY'S
REPORT**

RESOLUTION – 408 HULBERT STREET

The following resolution was moved, seconded and adopted:

WHEREAS, on September 17, 2012, the Village Board having reviewed and determined the costs of demolition and removal relative to unsafe premises located at 408 Hulbert Street in the Village of Minoa (Tax Map No.: 003.-06-12.0) ("Premises"), and having determined same as fair, reasonable and warranted under the circumstances as described in the resolutions of the Village Board that evening, approved same subject however to final completion of the removal contract, disposal of same, submission of all final billings and invoices, and the Village Board's review and approval of the final costs and expenses; and

WHEREAS, the final completion of the removal contract, disposal of same, submission of all final billings and invoices having now occurred, the Village Board accordingly this date has reviewed and determined such costs of demolition and removal to date, as shown based upon the final billings and invoices as received by the Village and summarized at Exhibit "A" attached hereto, are in and of themselves fair and reasonable and reflective of the fair market value of such services; and

NOW THEREFORE BE IT RESOLVED, the foregoing final costs of demolition and removal as described in certain detail at Exhibit A hereof, are

hereby determined as fair and reasonable and warranted under the circumstances as described in these resolutions; and it is further

RESOLVED, that such costs and expenses as aforementioned, as permitted under Chapters 57 and 113 of the Village Code, are hereby properly and directed to be assessed against the Owner and the Premises; and it is further

RESOLVED, that the Village Mayor, Village Attorney, Village Clerk-Treasurer and such other officers and employees of the Village as are authorized and as appropriate, are hereby authorized and directed to perform any actions, and to execute and deliver any and all documents instruments court papers and similar process as may be necessary to effect the foregoing resolutions; and it is further

RESOLVED, that all prior resolutions of the Village Board of Trustees, and actions in furtherance thereof are hereby ratified and confirmed,

Upon motion made by Trustee Christensen, and seconded by Trustee Brazill, the foregoing resolutions were put to a roll call, which resulted as follows:

William Brazill, Deputy Mayor	YES
Eric Christensen, Trustee	YES
John Abbott, Trustee	YES
John Champagne, Trustee	YES

Resolution was adopted on October 15, 2012

AUDIT OF CLAIMS

A motion was made by Trustee Champagne and seconded by Trustee Abbott that the claims on Abstract #010 in the amounts of General Fund - \$115,665.05 (Vouchers 399 - 447) and Sewer Fund – \$29,814.20 (Vouchers 172 - 188) for a total of \$145,479.25 audited and paid. All in favor. Motion carried.

PUBLIC COMMENTS

John Sears, 103 S. Main Street asked if the hearing for 237 Elm Street was open to the public. Mayor Donovan stated it was; however it is not a “public”

hearing.

ADJOURNMENT

A motion was made by Trustee Champagne and seconded by Trustee Abbott to adjourn the village board meeting at 7:43 pm. All in favor. Motion carried.

Respectfully submitted,

Lisa DeVona

Lisa L. DeVona
Clerk-Treasurer