

**VILLAGE OF MINOA
BOARD OF TRUSTEES
February 4, 2013**

PRESENT: Mayor Richard Donovan
Trustee Abbott
Trustee Brazill (**Absent**)
Trustee Champagne
Trustee Christensen
Clerk-Treasurer DeVona

ALSO PRESENT: John Sears, Jeremy Erard, Mike Macko, Wayne G. Konseck

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

DPW

REQUEST PERMISSION FOR BUDGET TRANSFER

A motion was made by Trustee Champagne and seconded by Trustee Christensen to approve the budget transfer From A8160.11 (Refuse & Garbage P/T ESM) in the amount of \$3,000.00 and \$1,366.88 from A5010.12 (Street Admin – Overtime) To A5010.12 (Street Admin – P/T) \$4,366.88. All in favor; 3-0. Motion carried.

CLERK

TREASURER REPORT – DECEMBER 2012

A motion was made by Trustee Champagne and seconded by Trustee Abbott to accept the Treasurer Report dated December 31, 2012 as submitted. All in favor; 3-0. Motion carried.

REQUEST PERMISSION TO ATTEND THE CLERK ASSOCIATION DINNER FEBRUARY 26, 2013

Trustee Christensen made a motion, seconded by Trustee Abbott authorizing Lisa DeVona and Donna Lothridge to attend the Clerk's Association dinner on February 26, 2013 at Tony's Family Restaurant at a cost of \$20.00 per person.

All in favor; 3-0. Motion carried.

REQUISITION REQUEST TO PURCHASE NEW LAPTOP FOR CLERK'S OFFICE

A motion was made by Trustee Abbott, and seconded by Trustee Champagne approving the purchase of an HP ProBook 4540 laptop from CDW-G in the amount of \$569.99 for the Clerk's office. All in favor, 3-0. Motion carried.

VILLAGE ELECTIONS / COUNTY BOARD OF ELECTIONS

Mayor Donovan stated Onondaga County Board of Elections has approached the village with a letter asking the board to consider having the county run the local village elections. The board discussed the election process and the cost associated with the process.

Trustee Champagne made a motion, seconded by Trustee Abbott that the village election process remain within the village and conducted by the Village Clerk-Treasurer. Motion carried; 3-0. Motion carried.

CRC MEETING

Mayor Donovan announced the next CRC meeting will be held on February 11, 2013 at 6:00pm at the Fayetteville Fire Department.

**FIRE
DEPARTMENT**

RATIFY PRIOR APPROVAL TO REDUCE SELLING PRICE OF 1988 E-ONE SPARTAN CUSTOM PUMPER TANKER

A motion was made by Trustee Abbott, and seconded by Trustee Christensen to ratify prior approval to reduce the selling price of the 1988 E-One Spartan Custom Pumper Tanker from \$75,000.00 to \$60,000.00. All in favor; 3-0. Motion carried.

AMBULANCE

REQUEST PERMISSION TO SUBMIT SERVICE LABORATORY REGISTRATION RE-APPLICATION TO NYS DEPARTMENT OF HEALTH

A motion was made by Trustee Christensen, and seconded by Trustee Abbott to approve the re-application to NYS Department of Health at a cost of \$200.00. All in favor; 3-0. Motion carried.

**CODE
ENFORCEMENT**

Nothing new to report.

WTP / CERF

REQUEST PERMISSION FOR SUMMER INTERNSHIP – LAURA ADAMS

A motion was made by Trustee Champagne, and seconded by Trustee Christensen to approve Laura Adams, SUNY Oneonta student for internship during the month of May 2013 and part/time summer help effective June 1, 2013 at an hourly rate of \$10.00 per hour through August 30, 2013. All in favor; 3-0. Motion carried.

REQUEST PERMISSION FOR BUDGET TRANSFER

A motion was made by Trustee Christensen and seconded by Trustee Champagne to approve the budget transfer From G1990.44 - Contingency Account To G8130.12 - Sewage Treatment/Summer Help in the amount of \$4,784.00. All in favor; 3-0. Motion carried.

DRAFT SEWER OVERFLOW RESPONSE PLAN

For informational purposes only a draft Sewer Overflow Response Plan has been submitted as requested by the NYS DEC. This Sewer Overflow Response Plan (SORP) is prepared pursuant to SPDES # NY 0025461, to facilitate proper incident reporting procedures outlined in 6 NYCRR Part 750-2 Operating in Accordance with a SPDES Permit, specifically 750-2.7 Incident Reporting.

**PUBLIC HEARING –
LOCAL LAW 3 FOR
2013 REPEALING
CHAPTER 57**

Trustee Christensen made a motion, seconded by Trustee Champagne to waive the reading of the legal notice and open the public hearing. All in favor; 3-0. Motion carried.

Mayor Donovan opened the public hearing at 7:16pm.

Attorney Primo gave an overview of the proposed local law explaining it is a consolidation of many section of the code that deals with quality of life issues, unsafe building and property maintenance laws. This local law puts all of these areas in one section of the code.

With no comments from the village board, Mayor Donovan asked if there were any comments from the public.

John Sears, 103 N. Main Street, asked if the village clerk's office keeps a telephone log of complaints; and if so could he submit a foil request of that information. Mayor Donovan stated a file is not kept of the telephone log. Mr. Sears asked if someone calls in to make a compliant how is that information

recorded. Mayor Donovan said a compliant form is completed.

Wayne Konseck, 208 Fay Lane asked a resident file a complaint how does the village follow-up on the compliant. Mayor Donovan stated once a complaint is filed it is forwarded to the appropriate department and the department head would follow-up with the complaint.

John Sears, 103 N. Main Street asked about the house located at 237 Elm Street and why the village can't "board-up" the windows. Mayor Donovan said the village has condemned the house and the new local law addresses these issues.

With no further questions or comments, Trustee Champagne made a motion, seconded by Trustee Christensen to close the public hearing.

Mayor Donovan closed the public hearing at 7:52pm.

**FOR
CONSIDERATION –
LOCAL LAW 3 FOR
2013 – 2013
REPEALING
CHAPTER 57**

Attorney Primo stated that because Local Law #2 for 2013 will not be considered until the village board meeting on February 20, 2013, Local Law #3 for 2013 will now become Local Law #2 for 2013 when filing with the state.

A motion was made by Trustee Champagne and seconded by Trustee Christensen to adopt Local Law #2 for 2013, repealing Chapter 57 Unsafe Buildings & Section 136-4, Standards of Maintenance of Sidewalks & General Property Maintenance and replacing with new Chapter 116 untitled General Property Maintenance Law and to amend Section 51-9 entitle "Unsafe Buildings & Structures" to replace the reference to Chapter 57 with the new Chapter 116. Motion carried; 3-0. All in favor.

TRUSTEES'

Trustee Champagne extended a thank you to the Centennial Committee for an excellent job on the open house and ceremony on Friday, January 25th.

Trustee Christensen – nothing new to report.

Trustee Abbott reported he schedule ride-along with the Town of Manlius Police Department; he stated it was a great experience on a very busy shift. Trustee Abbott thanked the police department officers for their time and plans to schedule another ride-along soon.

**MAYOR'S
REPORT**

Mayor Donovan stated he met with the Lieutenant Governor Robert J. Duffy in Cicero along with other local municipality officials.

Mayor Donovan thanked the clerk's office, DPW, East Syracuse Minoa school superintendent Dr. DeSiato, Minoa Elementary students for all their support and hard work on the centennial celebration.

The Mayor gave an update regarding a meeting with Honeywell representatives and the building heating and cooling system.

Mayor Donovan announced the budget packets have been distributed to department heads and asked the board to schedule their meetings with the Clerk as soon as possible.

ATTORNEY REPORT

Attorney Primo offered information to the board regarding preliminary discussions he has had with bond counsel regarding an advance refund transaction which involves a very sophisticated refinancing of existing bond debt that could potentially save the village money over the term of the bonds.

AUDIT OF CLAIMS

A motion was made by Trustee Champagne and seconded by Trustee Christensen that the claims on Abstract #017 in the amounts of General Fund - \$70,094.94 (Vouchers 755 - 797) and Sewer Fund - \$10,579.81 (Vouchers 307 - 326) for a total of \$80,674.75 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 Abbott to adjourn the village board meeting at 8:04 pm. All in favor. Motion carried.

Respectfully submitted,

Lisa DeVona

Lisa L. DeVona
Clerk-Treasurer