

**VILLAGE OF MINOA
BOARD OF TRUSTEES
March 18, 2013**

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

ALSO PRESENT: John Sears, Mike Macko, Wayne G. Konseck, Al Kalfass

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

DPW

***REQUEST PERMISSION TO SEND MIKE MURNANE TO DIG SAFELY
NEW YORK EXCAVATOR SEMINAR***

A motion was made by Trustee Christensen and seconded by Trustee Abbott to approve the request to send Mike Murnane to Dig Safely New York Excavator Seminar on March 28, 2013 at SRC Arena, Syracuse at no cost. All in favor, 3-0; Mayor Donovan voting. Motion carried.

CLERK

MEETING MINUTES – March 4, 2013

A motion was made by Trustee Abbott and seconded by Trustee Christensen to approve the meeting minutes of March 4, 2013. All in favor, 3-0; Mayor Donovan voting. Motion carried.

MEETING MINUTES – March 6, 2013

A motion was made by Trustee Christensen and seconded by Trustee Abbott to approve the meeting minutes of March 6, 2013. All in favor, 3-0; Mayor Donovan voting. Motion carried.

RESCHEDULE MAY 6, 2013 VILLAGE BOARD MEETING

A motion was made by Trustee Christensen and seconded by Trustee Abbott to change the May 6, 2013 village board meeting to Wednesday, May 8, 2013 at 7:00pm. All in favor; 3-0; Mayor Donovan voting. Motion carried.

SET PUBLIC HEARING – 2012-2013 TENTATIVE BUDGETS

Trustee Abbott made a motion, seconded by Trustee Christensen to hold the public hearing for 2013-2014 Tentative Budgets on Monday, April 1, 2013 beginning at 7:07pm. All in favor. Motion carried.

SET PUBLIC HEARING – LOCAL LAW #4 – TAX LEVY LIMIT

Trustee Christensen made a motion, seconded by Trustee Abbott to hold the public hearing for Local Law #4 of 2013 regarding real property tax levy in excess of the “tax levy limit as defined by NYS General Municipal Law §3-c on Monday, April 1, 2013 at 7:06pm. All in favor, 3-0; Mayor Donovan voting. Motion carried.

INFORMATIONAL – KVS INFORMATION SYSTEMS, INC

Mayor Donovan briefly updated the board in regards to an accounting software program offered by KVS Information Systems, Inc. KVS Information Systems, Inc. gave a presentation at the Minoa Municipal Building for the villages of Fayetteville, Groton and Minoa. The company offers many applications such as payroll, utilities billing, and accounts payable and receivable. The clerk’s office will continue to research this software program as well as others.

EMPLOYEE HANDBOOK AMENDMENT – “EMPLOYEE BENEFITS, RETIRED HEALTH & DENTAL INSURANCE BENEFITS”

A motion was made by Trustee Abbott, and seconded by Trustee Christensen to adopt the following amendment to the Employee Handbook, “Employee Benefits, Retired Health & Dental Insurance Benefits”:

“Full time employees may opt for health and/or dental insurance as a retiree, for single coverage only, if they meet the following criteria:

- *On the payroll at the time they are eligible for retirement benefits, and*
- *Have at least ten (10) years of employment, and*
- *Be a member of the health and/or dental program at the time of retirement.*

The retiree will share in the cost of the premium with the Village to the same extent as is currently in effect for employees.”

All in favor, 3-0; Mayor Donovan voting. Motion carried.

RESOLUTION – ONONDAGA COUNTY MULTI-JURISDICTIONAL ALL-HAZARD MITIGATION PLAN OF MINOA

A motion was made by Trustee Christensen, and seconded by Trustee Abbott to adopt the following resolution subject to verification, by the village attorney, that the resolution addresses the components of FA168 and that this is a SEQR Type II Action with no review necessary:

WHEREAS, *all of Onondaga County has exposure to natural hazards that increase the risk to life, property, environment and the County’s economy; and*

WHEREAS, *pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and*

WHEREAS, *The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs; and*

WHEREAS, *a coalition of Onondaga County municipalities with like planning objectives has been formed to pool resources and create consistent mitigation strategies within Onondaga County; and*

WHEREAS, *the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and*

objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW, THEREFORE, BE IT RESOLVED that the Village of Minoa:

- 1) Adopts in its entirety, the Onondaga County Multi-Jurisdictional All-Hazard Mitigation Plan (the "Plan") as the jurisdiction's Natural Hazard Mitigation Plan, and resolves to execute the actions identified in the Plan that pertain to this jurisdiction.*
- 2) Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.*
- 3) Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.*
- 4) Will continue its support of the Mitigation Planning Committee as described within the Plan.*
- 5) Will help to promote and support the mitigation successes of all participants in this Plan.*
- 6) Will incorporate mitigation planning as an integral component of government and partner operations.*
- 7) Will provide an update of the Plan in conjunction with the County no less than every five years.*

All in favor, 3-0; Mayor Donovan voting. Motion carried and resolution was adopted.

UPDATE – PUBLIC IMPROVEMENT REFUNDING BONDS, SERIES 2013

Mayor Donovan updated the board regarding the refunding bond process and stated he and Clerk DeVona participated in the two hour due diligence call with Raymond James underwriters, Fiscal Advisor's, bond counsel and the village attorney regarding the villages past, present and future fiscal status. The process continues to move forward with pre-pricing calls scheduled for early next week.

**FIRE
DEPARTMENT**

***RATIFY PRIOR APPROVAL TO DECLARE 2003 CHEVROLET TAHOE (CAR 3)
AS SURPLUS EQUIPMENT***

A motion was made by Trustee Christensen, and seconded by Trustee Abbott to ratify prior approval to declare 2003 Chevrolet Tahoe (Car 3) VIN #1GNEK13Z53R303833 as surplus equipment. All in favor; 3-0; Mayor Donovan voting. Motion carried.

***RATIFY PRIOR APPROVAL FOR MATT MCGARRITY & MIKE NESCI OVER
NIGHT ACCOMMODATIONS FOR TRAINING PREVIOUSLY APPROVED***

A motion was made by Trustee Christensen, and seconded by Trustee Abbott to ratify prior approval for Matt McGarrity to stay two (2) nights at Marriott Rochester Airport, April 11 – 13, 2013 and Mike Nesci to stay one (1) night, April 11-12, 2013 at a cost of \$297.00. All in favor, 3-0; Mayor Donovan voting. Motion carried.

AMBULANCE

INFORMATIONAL ONLY – GRANT APPLICATION TO NATIONAL GRID

Mayor Donovan made an announcement that WAVES, on behalf of the village, submitted a grant application to National Grid in the amount of \$2,200.00 to fund Centennial Concerts in the park this summer. Mayor Donovan thanked Al Kalfass and Jeannie Potanas for their assistance with the grant submission.

**TRUSTEES
REPORT**

Trustee Champagne – (absent).

Trustee Christensen – nothing new to report.

Trustee Abbott reported the Lewis Park sign has been changed to announce the Easter Egg Hunt on March 30th; The Citizen’s Police Academy will be held on Tuesday evenings from 6:00pm to 8:00 pm beginning March 26th, 2013 to May 28th, 2013 (excluding April 2nd) at the Town of Manlius Police Department.

Trustee Abbott also announced that the Minoa Fire Department will celebrate their 100th Anniversary with a banquet on Saturday, April 27th at the Turning Stone Casino.

Trustee Brazill (absent).

**MAYOR’S
REPORT**

Mayor Donovan stated a new Purchase Order / Requisition form has been designed and is being used by all departments and the new form will replace two forms currently being used and will be more efficient as well as cost effective. Mayor Donovan thanked Senator DeFrancisco office for assisting village in setting up a meeting with DEC to discuss the cleanup of Limestone creek to remove debris along the banks.

Mayor Donovan thanked Minoa Elementary administration and staff for allowing him to attend the school assembly on March 5th.

Mayor Donovan stated NYCOM officials are urging all elected officials to get on the telephone with their local senators with regards to the state budget.

Mayor Donovan stated he was invited and attended the unveiling of WAVES new black and pink ambulance supporting the Carol M. Baldwin Breast Cancer Foundation.

**ATTORNEY
REPORT**

Attorney Primo stated the bid package for GIGP project is missing some items; will be ready to send to Albany by Wednesday of this week.

**AUDIT OF
CLAIMS**

A motion was made by Trustee Christensen and seconded by Trustee Abbott that the claims on Abstract #020 in the amounts of General Fund - \$63,844.95 (Vouchers 887 - 926) and Sewer Fund - \$5,626.37 (Vouchers 356 - 370) for a total of \$69,471.32 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 to adjourn the village board meeting at 7:39 pm. All in favor. Motion carried.

Respectfully submitted,

Lisa DeVona

Lisa L. DeVona
Clerk-Treasurer