

**VILLAGE OF MINOA  
BOARD OF TRUSTEES  
May 8, 2013**

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

**ALSO PRESENT:** Jeremy Erard, Wayne Konseck, Nicole DeVona, Jarrett Temple, Alexa Leo, John Sears, Sarah Whaley

Mayor Richard Donovan opened the meeting at 7:00 p.m. with the Pledge of Allegiance led by Clerk-Treasurer DeVona.

**DPW**

***REQUEST TO PERMISSION TO ATTEND 2013 HIGHWAY SCHOOL – THOMAS PETTERELLI***

A motion was made by Trustee Champagne and seconded by Trustee Brazill to approve the request to send Thomas Petterelli to 2013 Highway School, June 3 – 5, 2013 at Ithaca College at a cost of \$135.00 for registration plus hotel and travel expenses associated with the school. All in favor. Motion carried.

***REQUEST PERMISSION TO HIRE SUMMER HELP – JOSHUA MARKO***

A motion was made by Trustee Champagne and seconded by Trustee Christensen to hire Joshua Marko, summer help, effective May 13, 2013 at an hourly rate of \$10.00. All in favor. Motion carried.

***REQUEST PERMISSION TO HIRE SUMMER HELP – JAMIE LANDRY***

A motion was made by Trustee Champagne and seconded by Trustee Christensen to hire Jamie Landry, summer help, effective May 13, 2013 at an hourly rate of \$8.50. All in favor. Motion carried.

**CLERK**

***MEETING MINUTES – April 15, 2013***

Tabled.

***SPECIAL YEAR-END MEETING – MAY 31, 2013***

A motion was made by Trustee Champagne and seconded by Trustee Brazill agreeing to schedule a Special Meeting on May 31, 2013 at 12:00pm noon to conduct year end business. All in favor. Motion carried.

***TREASURER'S REPORT - MARCH***

A motion was made by Trustee Brazill and seconded by Trustee Christensen to accept the Treasurer's Report dated March 31, 2013 as submitted. All in favor. Motion carried.

***2013 SUMMER MEETING SCHEDULE***

A motion was made by Trustee Champagne and seconded by Trustee Abbott to hold village board meetings on the following dates during the months of June, July and August:

- Regular Board Meeting - June 10, 2013 at 7:00 pm
- Abstract Meeting - June 28, 2013 at 12:00 noon
- Regular Board Meeting - July 15, 2013 at 7:00 pm
- Abstract Meeting - July 31, 2013 – 12:00 noon
- Regular Board Meeting - August 12, 2013 – 7:00 pm
- Abstract Meeting - August 30, 2013 – 12:00 noon

The Board will conduct any such other business as may come before them during the Abstract Meeting. All in favor. Motion carried.

***EMPLOYEE HANDBOOK - UPDATE***

Mayor Donovan thanked board members for reviewing the draft copy of the employee handbook. Mayor Donovan stated he would meet with Trustee Abbott and Deputy Clerk-Treasurer Donna Lothridge again for final review than forward to the attorney for final editing.

***2013 CONCERT SERIES – LEWIS PARK***

A motion was made by Trustee Champagne and seconded by Trustee Christensen to approve the following concerts to be held in Lewis Park:

- May 17<sup>th</sup> – I Am Fool
- June 28<sup>th</sup> – Coachman (Co-Sponsored by the Town of Manlius)
- July 12<sup>th</sup> – Dan Elliott & the Monterey's (Co-Sponsored by the Town of Manlius)
- July 26<sup>th</sup> – City of Syracuse Highland Pipe Band

All in favor. Motion carried.

***SEWER RELEVY***

A motion was made by Trustee Christensen and seconded by Trustee Brazill that the Village Board agrees to re-levy delinquent Sewer Rents and Penalties in the amount of \$41,452.94 and that they be added to the June 1, 2013 Village Tax Bills. All in favor. Motion carried.

**FIRE DEPARTMENT**

***2012 QUALIFIED MEMBERS OF MFD FOR FFSAP***

A motion was made by Trustee Brazill, and seconded by Trustee Champagne authorizing Clerk-Treasurer DeVona to process the paperwork for the Firefighters Service Awards Program to Solvay Bank and PKY Associates, Inc. The posting

requirement for the 2012 FFSAP listing have been met and payment will be sent to Solvay Bank in the name of the Village of Minoa FFSAP at \$700.00 for twenty-three (23) qualified members for a total of \$16,100.00. All in favor. Motion carried.

***PERMISSION TO APPROVE AND PUBLISH BID SPECIFICATIONS – SELF CONTAINING BREATHING APPARATUS (SCBA)***

A motion was made by Trustee Brazill and seconded by Trustee Champagne to approve bid specifications for Self Containing Breathing Apparatus and publish for bid proposals with a bid opening date scheduled for May 31, 2013 at 3:00 pm. All in favor. Motion carried.

***NEW MEMBERSHIP – TODD BROWN***

A motion was made by Trustee Christensen and seconded by Trustee Abbott to approve new membership application for Todd Brown, 211½ W. Heman Street, E. Syracuse. All in favor. Motion carried.

***NEW MEMBERSHIP – MICHAEL LOSTUMBO***

A motion was made by Trustee Christensen and seconded by Trustee Abbott to approve new membership application for Michael Lostumbo, 7182 E. Kendall Drive, E. Syracuse. All in favor. Motion carried.

***REQUEST PERMISSION TO USE FIRE STATION 1 – NORTRIP MASONIC LODGE***

A motion was made by Trustee Champagne, and seconded by Trustee Christensen to approve the request from Nortrip Masonic Lodge to use Minoa Fire Station 1 on May 27, 2013 for Annual Chicken Barbeque. All in favor. Motion carried.

**WTP / CERF**

***SUMMER HOURS***

A motion was made by Trustee Champagne and seconded by Trustee Abbott to approve 2013 Summer Hours for WTP/CERF as Monday through Thursday 6:00am to 3:30pm and Friday 6:00am – 10:00am. All in favor. Motion carried.

***PERMISSION TO APPROVE PROPOSAL FOR ENGINEERING SERVICES – DUNN & SGROMO FOR GIGP WASTEWATER TREATMENT PLANT UPGRADES***

A motion was made by Trustee Christensen and seconded by Trustee Champagne to approve Proposal for Engineering Services for Dunn & Sgromo for services related to GIGP Wastewater Treatment Plant Upgrades in an amount not to exceed \$40,000.00 subject to legal review by Attorney Primo. All in favor. Motion carried.

**COURT**

Trustee Abbott made a motion seconded by Trustee Champagne to agree to court session beginning at 5:30 pm on court nights effective May 15, 2013. All in favor. Motion carried.

**MINOA FARMS**

Trustee Brazill made a motion seconded by Trustee Christensen to grant

preliminary approval of Phase 5 as proposed on Final Plan dated March 1, 2013 and revised on April 29, 2013 conditional upon the outstanding punch list on the project be completed. All in favor. Motion carried.

#### **TRUSTEES REPORT**

Trustees Champagne and Christensen offered congratulations to Mayor Donovan on his newly appointed position as President of New York Conference of Mayor's (NYCOM) .

Trustee Abbott reported signs have been changed at both locations to advertise the Annual Field Days; and announced that the Knights Delights Ice Cream Store is now open for business.

Trustee Brazill presented Mayor Donovan with a gift from the village board congratulating him on his appointment as NYCOM President.

#### **MAYOR'S REPORT**

Mayor Donovan thanked the village board, department heads and village employees for all their support and stated I firmly believe it's all about team work.

Mayor Donovan announced the next Mayor's Association meeting is scheduled for Wednesday, May 15, 2013.

#### **ATTORNEY REPORT**

Nothing new to report.

#### **AUDIT OF CLAIMS**

A motion was made by Trustee Champagne and seconded by Trustee Christensen that the claims on Abstract #023 in the amounts of General Fund - \$94,237.64 (Vouchers 1001 - 1077) and Sewer Fund - \$5,456.46 (Vouchers 407 - 428) for a total of \$99,694.10 audited and paid. All in favor. Motion carried.

#### **PUBLIC COMMENTS**

Sarah Whaley, 113 Hulbert Street asked if something could be done with the real estate sign located at the corner of Costello Parkway and Hulbert Street as it is difficult to see around the sign.

John Sears, 103 S. Main Street stated usually he is the only one that attends the board meetings and so because there are students in the audience why doesn't the Mayor and Trustees speak to providing more things in the park for the kids; he stated the board approved a \$500.00 pay increase for themselves; the money should be spent on the kids.

Attorney Primo asked Mr. Sears to state his comment without citing the board at every meeting. Mr. Sears stated he just wanted the kids to know where the money went and that the money should go to providing something for the kids. Mayor Donovan advised Mr. Sears that he made his comment and that the board and those present at the meeting do not need an expose.

Mr. Sears stated "why I am being summons; I'm just speaking to the park and that the money should be spent on the kids".

Mayor Donovan stated we go through this at every meeting and reminded Mr.

Sears that he can be asked to leave the meeting and escorted out of the building. Mayor Donovan asked Mr. Sears if he had something constructive to say to please say it.

John Sears stated he was not intimidated by “suits”.

Mayor Donovan asked that Mr. Sears be escorted out of the building.

Mr. Sears stated “See you in court”.

Mr. Sears was escorted from the village board meeting.

Mayor Donovan apologized to those present for the behavior of Mr. Sears. He asked the students if they had any questions regarding the meeting.

## **ADJOURNMENT**

A motion was made by Trustee Christensen and seconded by Trustee Abbott to adjourn the village board meeting at 7:36 pm. All in favor. Motion carried.

Respectfully submitted,

*Lisa DeVona*

Lisa L. DeVona  
Clerk-Treasurer