

**VILLAGE OF MINOA
BOARD OF TRUSTEES
April 21, 2014**

PRESENT: Mayor Richard Donovan
Trustee Abbott
Trustee Brazill
Trustee Champagne
Trustee Christensen
Clerk Treasurer Lisa DeVona
Attorney Steven Primo, Harris Beach, PLLC (**Absent**)

ALSO PRESENT: Jeanne Potanas, WAVES, Wayne G. Konseck, John Sears

Mayor Donovan opened the village board meeting at 7:00pm with the Pledge of Allegiance led by Trustee Abbott.

ANNOUNCEMENT – ARBOR DAY CELEBRATION Mayor Donovan announced the village and the Town of Manlius will participate in an Arbor Day Ceremony, Monday, April 28th at 9:00am at the Minoa Elementary School, 501 N. Main Street all are invited to attend. During the ceremony Town Supervisor Ed Theobald will proclaim Arbor Day in the Town and Town Tree Commission members will be recognized for their dedication over the past ten years.

CELEBRATIONS – MEMORIAL DAY Trustee Christensen made a motion, seconded by Trustee Champagne authorizing the 2014 Memorial Day Parade on Monday, May 26, 2014 beginning at 9:00am. All in favor. Motion carried.

CELEBRATIONS ***RATIFY PRIOR APPROVAL TO ORDER 200 VILLAGE LAPEL PINS***
Trustee Brazill made a motion, seconded by Trustee Christensen to ratify prior approval to order 200 village lapel pins from Carab Enterprises at a cost of \$504.90. All in favor. Motion carried.

DPW ***REQUEST PERMISSION TO HIRE / JAMES R. LANDRY / SEASONAL SUMMER HELP***
Trustee Champagne made a motion, seconded by Trustee Christensen to hire James R. Landry as seasonal summer help effective June 2, 2014 through August 29, 2014 at an hourly rate of \$9.50. All in favor. Motion carried.

CLERK-TREASURER ***2014 VILLAGE BOARD SUMMER MEETING SCHEDULE – JUNE THROUGH AUGUST***
Trustee Champagne made a motion, seconded by Trustee Brazill to approve the village board meeting schedule as follows:
June 9th beginning at 7:00 pm, June 23rd beginning at 12:00 noon
July 7th beginning at 7:00 pm, July 21st beginning at 12:00 noon
August 4th beginning at 7:00 pm , August 18th beginning at 12:00 noon
All in favor. Motion carried.

MEETING MINUTES – MARCH 17, 2014
Trustee Christensen made a motion, seconded by Trustee Brazill to approve the meeting minutes of March 17, 2014 as submitted. All in favor. Motion carried.

MEETING MINUTES – APRIL 7, 2014 – ANNUAL MEETING
Trustee Champagne made a motion, seconded by Trustee Christensen to approve the meeting minutes of April 7, 2014 as submitted. All in favor. Motion carried.

**EXECUTIVE
SESSION – IN**

A motion was made by Trustee Christensen and seconded by Trustee Champagne to enter into Executive Session for the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. All in favor. Motion carried. The board entered into Executive Session at 7:09pm.

**EXECUTIVE
SESSION – OUT**

A motion was made by Trustee Champagne and seconded by Trustee Christensen to enter into Regular Session. All in favor. Motion carried. The board entered into Regular Session at 8:25pm.

**ADOPT 2014-2015
VILLAGE
BUDGETS**

A motion was made by Trustee Brazill and seconded by Trustee Abbott to adopt Village Budgets for 2014-2015 in the amount of \$4,218,928.35, and the Schedule of Salaries and Wages be fixed. The amount of appropriations for each fund is as follows: General Fund - \$3,420,380.35; Water Fund - \$39,289.00; and Sewer Fund - \$759,259.00. The tax rate remains the same at \$8.95 per thousand. Voting: AYES: Mayor Donovan, Trustee(s) Champagne, Christensen, Brazill, and Abbott. NAYES: 0. Motion Carried.

**FIRE
DEPARTMENT**

REQUEST PERMISSION TO APPROVE 2014 PARADE SCHEDULE

A motion was made by Trustee Abbott and seconded by Trustee Christensen to approve the following parades allowing the Minoa Volunteer Fire Department to attend: Minoa Memorial Day on May 26th, Minoa Field Days on May 31st, Pompey Field Days on June 14th, East Syracuse Field Days on June 21st, Manlius 4th of July on July 4th, NYS Fair on August 28th, Skaneateles Days (TBA) and DeRuyter and Georgetown Field Days in August (TBA). All in favor. Motion carried.

REQUEST PERMISSION TO USE LEWIS PARK AND POLE BARN FOR MINOA FIELD DAYS

A motion was made by Trustee Christensen and seconded by Trustee Brazill to approve the request for the Minoa Volunteer Fireman Company, Incorporated use Lewis Park and pole barn for the annual field days and Onondaga County Volunteers Fireman's Association Annual Convention on may 29 through 31, 2014. All in favor. Motion carried.

REQUEST PERMISSION TO CLOSE S. MAIN STREET – MAY 31, 2014

A motion was made by Trustee Champagne and seconded by Trustee Christensen to approve the request to close S. Main Street, from Hulbert Street to S. Central Avenue, May 31, 2014, 7:00am to 3:00pm to ensure safety to community and participants during firematic games and races. All in favor. Motion carried.

REQUEST PERMISSION TO HAVE ANNUAL FIELD DAYS PARADE – MAY 31, 2014

A motion was made by Trustee Christensen and seconded by Trustee Brazill to approve the request for the annual Field Days Parade on Saturday, May 31, 2014 beginning at 6:00pm. All in favor. Motion carried.

WTP / CERF

REQUEST PERMISSION TO APPROVE INTERMUNICIPAL AGREEMENT WITH VILLAGE OF WEEDSPORT

A motion was made by Trustee Champagne, and seconded by Trustee Abbott to approve the Intermunicipal Agreement with Village of Weedsport and authorize the Mayor to execute the agreement for shared services. All in favor. Motion carried.

REQUEST PERMISSION TO WAIVE PENALTY – 405 HELFER LANE

Trustee Champagne made a motion, seconded by Trustee Christensen to decline the request to waive penalty in the amount of \$108.00 for Kathleen Ware-Demaio due to the “Moved Unable to Forward” status at 405 Helfer Lane. All in favor. Motion carried.

BID RESULTS – SEWAGE TREATMENT PLANT UPGRADE (GIGP)

Mayor Donovan announced two bid proposals were received today at the noon bid opening:

Henderson Bros.

- Wetland Modifications - \$230,114.00
- Alternate #1 – Anaerobic Digester Complete - \$122,001.00
- Alternate #2 – Port-A-Wet System Complete - \$163,682.00

M.A. Bongiovanni, Inc

- Wetland Modifications - \$270,000.00
- Alternate #1 – Anaerobic Digester Complete - \$142,000.00
- Alternate #2 – Port-A-Wet System Complete - \$229,000.00

Trustee Champagne made a motion, seconded by Trustee Christensen to award the bid to Henderson Bros. for Sewage Treatment Plan Upgrades (GIGP) contingent upon attorney and engineering review of the bid specifications. All in favor. Motion carried.

CODES ENFORCEMENT

PERMISSION TO ENROLL MIKE MURNANE IN NYS DOS – DIVISION OF BUILDING STANDARDS AND CODES

Trustee Christensen made a motion, seconded by Trustee Brazill to approve the request for Mike Murnane to enroll in the New York State Department of State, Division of Building Standards and Codes, no course fee. All in favor. Motion carried.

TRUSTEES REPORT

Trustee Champagne reported on the following:

- Annual Easter Hunt was a huge success bringing the largest crowd ever for this event; approximately 4,100 eggs were distributed around the park for the event. Thank you to all that participated and those who make the event a success every year, Mr. and Mrs. Norcross, Boy Scout Troop 99 and all village employees and board members.
- Over one million gallons of water continues to flow through the sewer treatment plant due to the recent weather and season.
- Bio-solids will be removed and transported in the near future.

Trustee Christensen reported on the following:

- Thanked Trustee Champagne for another successful Easter Egg Hunt.
- DPW is at full staff this week with plans to begin spring clean-up.

Trustee Abbott announced Recruit NY will take place this Saturday, April 26th at Lewis Park from 10am to 2pm.

Trustee Brazill thanked Trustee Champagne for all his hard work and dedication to the Easter Egg Hunt.

**MAYOR'S
REPORT**

Mayor Donovan reported on the following:

- Attended an excellent meeting with the Minoa Fire Department Line Officers and hopes the communication between the village and the department continues in a positive direction;
- Attended the Chamber of Commerce annual Fund Raiser which was well attended;
- Congratulated the ESM High School and Core Federal Credit Union for achieving their \$1 millionth dollar deposit.
- Community Development Committee met to review 31 new projects submitted for this year's funding;

**ATTORNEY
REPORT**

Absent

**AUDIT OF
CLAIMS
ABSTRACT 21**

A motion was made by Trustee Christensen and seconded by Trustee Brazill that the claims on Abstract #021 in the amounts of General Fund - \$43,280.90 (Vouchers 943 - 967), Sewer Fund - \$5,250.97 (Vouchers 376 - 386), for a total of \$48,531.87 audited and paid. All in favor. Motion carried.

**PUBLIC
COMMENTS**

Let the record show there were no comments from the public.

ANNOUNCEMENT

Mayor Donovan announced the next village board meeting will be held on Thursday, May 8, 2014 at 12:00 noon.

ADJOURNMENT

A motion was made by Trustee Champagne and seconded by Trustee Abbott to adjourn the village board meeting at 8:47pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

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Clerk-Treasurer