

**VILLAGE OF MINOA
BOARD OF TRUSTEES
August 4, 2014**

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

ALSO PRESENT: Mike Macko, Benjamin R. Hilts, Victoria Parkhurst, Smantha Chrysler, Bailey Lashomb, Joshua Jasniok, Nathan Lynch, Deon Ladd, Andrea Nentrick, John Sears, Bob Wolfe

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

**PUBLIC HEARING –
MS4 ANNUAL
REPORT**

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

Mayor Donovan opened the public hearing at 7:04pm.

Mr. Bob Wolfe presented the stormwater report to the public for year eleven (11), MS4 Annual Report for year ending March 31, 2014. He stated when the Clean Water Act was passed back in 1969 it mandated that the Environmental Protection Agency would write and enforce National Pollution Elimination Regulations specific to various groups and organizations. Starting with industry and progressing to sewage treatment plants, construction sites, large municipalities and school districts; these permits and associated regulations were promised to include smaller municipalities and agriculture. In 2003, smaller municipalities in specific “Urbanized Areas” were required to obtain permits and given five (5) years to establish a program that is in compliance with the new regulations. The municipalities chosen were designated “Municipal Separate Storm Sewer Systems” or “MS4’s”. The Village of Minoa was one of thirty towns and villages in Onondaga County chosen to participate.

The program required that each MS4 develop six Minimum Measures within the first five years and report, annually, their progress to the New York State Department of Environmental Conservation (DEC). These Minimum Measures are as follows:

1. Minimum Measure 1: Public Education and Outreach in Stormwater Impacts.
2. Minimum Measure 2: Public Involvement / Participation.
3. Minimum Measure 3: Illicit Discharge Detection and Elimination.
4. Minimum Measure 4: Construction Site Stormwater Runoff Control.
5. Minimum Measure 5: Post-Construction Stormwater Management.
6. Minimum Measure 6: Pollution Prevention / Good Housekeeping.

Year Eleven (11): Within the first five years, the village completed the DEC’s requirements and received a permit. In the process, the DEC has added and changed some of their requirements.

We are still using the services of the Regional Research Planning and Development board to meet

the requirements of Minimum Measures One and Two. Various village laws have been passed to cover Pollution Prevention as specified by Minimum Measures 3, 4, 5 and 6. With the aid of our Codes Enforcement Officer, Department of Public Works and the citizens of our community Minoa is doing an excellent job of maintaining a clean community.

Over the past ten (10) years the village has continues to establish and/or update village regulations and DPW schedules to achieve control of programs to minimize runoff pollution to local creeks. With the cooperation of all of our residents, we will maintain a very clean village.

With no comments or questions from the public, Mayor Donovan asked the board for comments or questions.

Trustee Brazill thanked Mr. Wolfe for preparing villages' annual report again this year.

Trustee Abbott made a motion, seconded by Trustee Christensen to close the public hearing. All in favor. Motion carried.

Mayor Donovan closed the public hearing at 7:12pm.

DPW ***PERMISSION TO CHANGE TRASH PICK UP ROUTE FOR DOROTHY STREET AND 100 BLOCK OF FAY LANE***

Trustee Christensen made a motion, seconded by Trustee Brazill to approve the request to change the trash pick-up route for Dorothy Street and 100 block of Fay Lane from Tuesday to Wednesday effective September 2, 2014. All in favor. Motion carried.

BUILDINGS & GROUNDS

PERMISSION TO PURCHASE LAWN MOWER – STATE CONTRACT

Quotations per state contract:

Cazenovia Equipment Co – John Deere Z93oR Commercial Ztrak - \$9621.71

Power Products Group, LLC – Ferris IS3100Z - \$9,581.00

Trustee Christensen made a motion, seconded by Trustee Brazill to approve purchase of Ferris IS3100Z from Power Products Group, LLC in the amount of \$9,581.00. All in favor. Motion carried.

PERMISSION TO APPROVE PROPOSAL DAVIS ULMER TO REPLACE SPRINKLER HEAD AT VARIOUS LOCATIONS

Trustee Christensen made a motion, seconded by Trustee Brazill to approve Davis Ulmer proposal in the amount of \$1,550.00 to replace thirteen (13) sprinkler heads at various locations, pressure switch on dry system, troubleshoot and repair clog in test connection, replace any gauges over five years old. All in favor. Motion carried.

RATIFY PRIOR APPROVAL TO ADD EMS OFFICE TO SYRACUSE FLOORING CONTRACT

Trustee Christensen made a motion, seconded by Trustee Abbott to ratify prior approval to add EMS office to Syracuse Flooring contract in the amount of \$999.91. All in favor. Motion carried.

CLERK-TREASURER

MEETING MINUTES – JULY 7, 2014

Trustee Christensen made a motion, seconded by Trustee Brazill to approve the meeting minutes of July 7, 2014 as submitted. All in favor. Motion carried.

MEETING MINUTES – July 21, 2014

The July 21, 2014 meeting minutes were tabled due to lack of quorum of those members present at

the meeting.

SEPTEMBER MEETING SCHEDULE

Trustee Abbott made a motion, seconded by Trustee Christensen to reschedule the September 1st meeting to September 8th beginning at 7pm and the September 15th meeting to September 22nd at 7pm. All in favor. Motion carried.

CLIMATE SMART COMMITTEE

Mayor Donovan updated that the selection process for committee members is in progress.

SURPLUS EQUIPMENT

A motion was made by Trustee Christensen and seconded by Trustee Abbott to declare the following equipment as surplus and send to county auction:

John Deer Lawn Mower Z830A

2000 International Packer (VIN#1HTGGAHT6YH288217)

1993 Sewer Jet

2003 Ford F350 (VIN # 1FTSF31SX3EA64501)

All in favor. Motion carried.

AMBULANCE

PERMISSION FOR MAYOR TO EXECUTE AGREEMENT WITH MULTIMED BILLING SERVICES – BUSINESS ASSOCIATE AGREEMENT PER TITLE 45, SECTION 164.50

Trustee Brazill made a motion, seconded by Trustee Abbott authorizing the Mayor to execute an agreement with MultiMed Billing Services Inc. Business Associate Agreement; purpose of the agreement is to satisfy various standards and requirements of HIPAA and HIPAA Regulations, per Title 45, Section 164.504(e) of the Code of Federal Regulations.

All in favor; motion carried.

FIRE DEPARTMENT

TRAINING REQUEST – TONY ALESSANDRELLO

A motion was made by Trustee Christensen, and seconded by Trustee Brazill to approve the training request for Tony Alessandrello to Old Forge Fire Department, Fire Combat class, September 12, 2014 at a cost of \$30.00 contingent upon medical clearance. All in favor; motion carried.

WTP / CERF

REQUEST APPROVAL OF ADDITIONAL ENGINEERING SERVICES – GIGP GRANT – DUNN & SGROMO - \$28,900 ASSOCIATED WITH SCOP OF SERVICES REQUIRED TO COMPLETE THE PROJECT DESIGN

A motion was made by Trustee Brazill, and seconded by Trustee Abbott to approve additional engineering services in the amount of \$28,900.00 for Dunn & Sgromo associated with scope of services required to complete the design of the Port-A-Wet and Anaerobic Digester for the GIGP #334 SRF Project #6304-03-00 and authorizes Deputy Mayor to execute the agreement. All in favor. Motion carried.

AUTHORIZE MAYOR TO EXECUTE AGREEMENT WITH RICCELLI ENTERPRISES, INC TO PROVIDE TRUCKING SERVICES ON AN EMERGENCY BASIS ONLY

A motion was made by Trustee Brazill, and seconded by Trustee Abbott authorizing the Mayor to execute agreement with Riccelli Enterprises, Inc for Emergency Services to provide trucking services for transportation and/or removal of debris, waste (both liquid and solid) at a cost of \$62.00/ton contingent upon attorney review.

**CODES
ENFORCEMENT**

SCHEDULE PUBLIC HEARING - DRAFT LOCAL LAW 2 FOR 2014

A motion was made by Trustee Christensen, and seconded by Trustee Abbott to schedule public hearing for draft Local Law #2 for 2014 – enacting a new Article VI of Chapter 136 / Streets and public places, sidewalk maintenance relative to the prohibition of certain recreational/sports objects and structures in public right of way on September 8, 2014 at 7:00pm. All in favor; motion carried.

DISCUSSION – RECREATIONAL STRUCTURES

A discussion ensued regarding high limit on playhouse structures which are considered accessory building and docks.

**AUDIT OF
CLAIMS
ABSTRACT 5**

A motion was made by Trustee Abbott and seconded by Trustee Brazill that the claims on Abstract #5 in the amounts of General Fund - \$37,448.57 (Vouchers 153 - 188), Sewer Fund - \$7,503.15 (Vouchers 065 – 083), for a total of 44,951.72 audited and paid. All in favor. Motion carried.

**TRUSTEES’
REPORT**

Trustee Christensen reported the sidewalk project is underway on Main Street; Syracuse Women’s Magazine has featured information for the Minoa Festival and Hope for Heather Run and UNO in Fayetteville will hold a fund raising campaign, donating 20% of your check to benefit Hope for Heather on August 14-16th.

Trustee Abbott Reported he has met with some local veterans to update the memorial stone in the front of the building; goal is to have it completed before Memorial Day 2015.

Trustee Brazill reminded everyone of the festival activities and asked if anyone is interested in volunteering to please contact him.

**ATTORNEY’S
REPORT**

Nothing new to report.

**MAYOR’S
REPORT**

Mayor Donovan reported on the following:

- Confirmed that Ryan Homes Builders has pulled out of Minoa Farms as well as other areas; he added that if sales pick up in the area they would consider coming back. Efforts by both the village and developer to find another builder pursue.
- Met with Consensus CNY committee – more information about the committee and their mission and goals can be found at their website <http://www.consensuscny.com/>
- Pleased to announce after four long years the village has finally signed a contract with Henderson Brothers for the Modifications to the Wetlands project
- Would like to acknowledge the gratitude and appreciation conveyed in Village of East Syracuse’s thank you letter from Mayor Tackman; he thanked Minoa for “generously giving their time, energy and spirit for the past two weeks to carry out our mission of providing safety as well as relief to our Village during our storm recovery”.

**PUBLIC
COMMENTS**

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

ADJOURNMENT

A motion was made by Trustee Christensen and seconded by Trustee Abbott to adjourn the village board meeting at 7:48pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

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Clerk-Treasurer