

**VILLAGE OF MINOA
BOARD OF TRUSTEES
May 19, 2014**

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

ALSO PRESENT: Jennifer Michalak, Richard Bennett, Wayne Konseck, Matt McGarrity, Trevor VanAuken, M.J. Lostumbo, Zach VanAuken, Ivy Luis, Robert Brophy, Dan Engelhardt, Bob Kohlbremer, M.B. Billy, K. Todd, John Sears, Nancy Hart, Joseph Abdulla

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

MINOA FARMS

TRAFFIC & CODES CONCERNS – 141 BERESFORD LANE

Jennifer Michalak, 141 Beresford Lane stated she has lived in the village for almost three year and most recently has concerns with vehicles traveling at unsafe speeds in her neighborhood where there are many young children riding their bikes and playing basketball in the streets. Ms. Michalak requested that additional “Children At Play” signage and 25 MPH speed limit signs. Ms. Michalak also has concern with a large recreational vehicle and boats being parked in nearby neighbors’ driveway. She states the recreational vehicle is parked in a manner that creates an unsafe situation and she is unable to see oncoming traffic when she is pulling out of her driveway. Ms. Michalak claims the recreational vehicle is left plugged in to charge which can be extremely noisy and the compartments on the outside of the vehicle are kept unlocked and Ms. Michalak is concerned that neighborhood children will find their way into the compartments, shut the door and suffocate. Ms. Michalak thanked the board for their time.

Mayor Donovan stated at a meeting last fall the board approved stop signs to be placed at the corner of Beresford and Taverly, making that a three way intersection stop and that those traffic devises will be placed sometime later this week. Mayor Donovan stated he has notified the Town of Manlius Police Department with regards to the speeding traffic. The Codes Enforcement officer has been notified regarding the recreational vehicle.

**PRESENTATION –
COMMUNITY
OPTIONS NEW
YORK, INC**

103 THORNDIKE LANE

Mayor Donovan introduced Joseph Abdulla, Assistant Executive Director of Community Options New York, Inc. and stated Mr. Abdulla was invited here this evening to answer questions regarding the intent of Community Options New York to establish an Individual Residential Alternative (IRA) for four individuals with developmental disabilities at 103 Thorndike Lane. Mayor Donovan stated the village a courtesy notice was mailed to property owners within 500ft of 103 Thorndike Lane.

Mr. Abdulla thanked Mayor Donovan and stated Community Options New York has conducted a site evaluation and determined that 103 Thorndike Lane is suitable for use as an Individualized

Residential Alternative for four individuals. Community Options operates in eight states, properties are well maintained and there is a 24-hour staff on-duty at all times assisting the four individuals placed at the property.

Dan Engelhardt, 152 Dorothy Street, stated this is a wonderful thing and welcomed the organization to the community.

Trevor Van Auken, 312 Fay Lane, with 24 hour staffing how many employees and vehicles will be at the property. Mr. Abdulla stated approximately one to two vehicles will be using the driveway.

Syrvalt Wike, 320 Fay Lane asked what kinds of disabilities these individuals have. Mr. Abdulla replied developmental disabilities can vary however the goal is to eventually have these individuals move out and with the ability to live on their own.

Mary Beth Billy, 108 Teakwood Lane asked what type of 24-hour staff will be employed. Mr. Abdulla stated all employees receive one week of training in addition to CPR / First Aid and an extensive background check is conducted before they are hired.

Mary Oot stated she has had personal experience with her brother living in a group home and it has been a positive experience for the family.

Kay Todd, 106 Teakwood Lane asked if the zone of the property would be changed to commercial. Mayor Donovan stated it would remain as residential zoning.

Attorney Primo stated that the use of the property will remain residential not commercial.

Attorney Primo stated the village can only deny the request from Community Options New York, Inc if there was an overabundance of these homes in one area or if the village offered a better alternative within the village; neither of these options are true in this case.

John Sears, 103 S. Main Street welcomed Community Options New York to the community and asked when the village received notification. Mayor Donovan stated the village received notification on April 22, 2014. The notification was immediately sent to the village attorney for review. After legal review was complete Mr. Abdulla was contacted and asked to attend a board meeting to answer any questions or concerns from the board and interested residents.

Mayor Donovan stated a courtesy notification was mailed to property owners within 500ft of 103 Thorndike Lane.

John Sears again stated he thinks it is wonderful that this type of home is located here.

Syrvalt Wike, 320 Fay Lane asked what the age limit of the tenants would be and if the property would be tax exempt.

Mr. Abdulla stated all tenants will be 21 years of age or older and yes, the property will be tax exempt.

With no further questions from the public or board Mr. Abdulla thanked Mayor Donovan and trustees for their time and assistance with this matter.

**GREATER
MANLIUS
CHAMBER OF
COMMERCE**

Judy Dardzinski, 1st Vice President of the Greater Manlius Chamber of Commerce introduced herself to those present and announced on a world record attempt for the most people dressed as characters from the movie "The Wizard of Oz" on Saturday, June 7, 2014 at the Chittenango High School Football Field. For more details visit www.oz-stravaganza.com. Stewards to help out at the event are needed and if anyone is interested please contact Judy at 637-4760.

Greater Manlius Chamber of Commerce events can be viewed on their website www.manliuschamber.com

**CLERK-
TREASURER**

MEETING MINUTES – MAY 8, 2014

Trustee Brazill made a motion, seconded by Trustee Abbott to approve the meeting minutes of May 8, 2014 as submitted. All in favor. Motion carried.

VILLAGE CREDIT CARD POLICY & PROCEDURE

Trustee Brazill made a motion, seconded by Trustee Christensen to adopt the Village Credit Card Policy and Procedure effective immediately. All in favor. Motion carried.

PURCHASING POLICY & CONTROL

A motion was made by Trustee Christensen and seconded by Trustee Champagne to approve the changes to the Purchasing Policy and Control as submitted. All in favor. Motion carried.

RE-LEVY DELINQUENT SEWER RENT AND PENALTY TO ONONDAGA COUNTY

A motion was made by Trustee Champagne and seconded by Trustee Brazill to authorize the Clerk-Treasurer to re-levy delinquent sewer rent and penalty charges in the amount of \$46,043.00 to Onondaga County to be placed on the 2014-2015 Village tax bills. All in favor. Motion carried.

2014 – 2015 VILLAGE TAX WARRANT

A motion was made by Trustee Brazill and seconded by Trustee Christensen that Mayor Donovan be empowered to sign the Tax Warrant for 2014-2015 in the amount of \$1,440,983.15 and turn it over to the Clerk/Treasurer for collection. All in favor. Motion carried.

1993 COOPERATION AGREEMENT IN COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND HOME INVESTMENT PARTNERSHIP PROGRAM

A motion was made by Trustee Champagne and seconded by Trustee Abbott to accept the automatic renewal for fiscal years 2015-2017 for the 1993 Cooperation Agreement in Community Development Block Grant Program and HOME Investment Partnership Program. All in favor. Motion carried.

PERMISSION TO FILE REQUEST WITH OSC FOR A 30-DAY EXTENSION TO FILE AUD REPORT

Trustee Christensen made a motion, seconded by Trustee Abbott authorizing Clerk-Treasurer to file a request with New York State Office of State Comptroller for a 30-day extension to file the Annual Updated Document report for the fiscal year ending May 31, 2014. All in favor. Motion carried.

**FIRE
DEPARTMENT**

2013 SERVICE AWARDS

A motion was made by Trustee Champagne and seconded by Trustee Abbott to approve the 2013 Service Awards and authorize the Clerk Treasurer to fund the account in the amount of \$18,900.00 for the twenty-seven (27) volunteer firefighters that qualified for the award in 2013. All in favor. Motion carried.

WTP / CERF***CERF INTERNSHIPS – MAXWELL WOELK AND JACOB CLINTSMANN***

A motion was made by Trustee Brazill, and seconded by Trustee Champagne to approve the internship request for Maxwell Woelk, May through August, 2014 and Jacob Clintsmann, August through December, 2014 contingent upon confidentiality agreements being signed by each student. All in favor. Motion carried.

**AUDIT OF
CLAIMS
ABSTRACT 23**

A motion was made by Trustee Champagne and seconded by Trustee Brazill that the claims on Abstract #023 in the amounts of General Fund - \$130,950.00 (Vouchers 1012 - 1043), Sewer Fund - \$9,983.36 (Vouchers 408 – 415), for a total of \$140,933.36 audited and paid. All in favor. Motion carried.

**TRUSTEES'
REPORT**

Trustee Champagne reported on the following topics:

- attended a security and computers seminar at the NYCOM conference which was very informative and useful.
- electricians continue to work on the voltage issued at the plant so that a consistent level of electricity enters the plant to keep motors and equipment from burning out
- a water-main break beneath the ground created an increase of over 1million gallons reported flowing into the plant.

Trustee Christensen report the Hope for Heather Team Captain Kick-Off meeting will take place on Wednesday, May 28th; he will continue to update the board as more details become available.

Trustee Abbott reported the Memorial Day parade will be held on Monday, May 26th at 9:00am and the Minoa Volunteer Field Day's will be May 29 – 31st at Lewis Park and the Fireman's Parade will be Saturday, May 31st beginning at 6:00pm.

Trustee Brazill reported the May 16th concert and car show was cancelled due to the weather; he is hopeful the weather will cooperate for this week's concert and car show.

**ATTORNEY'S
REPORT**

Nothing new to report.

**MAYOR'S
REPORT**

Mayor Donovan reported on the following:

- Thanked the board members for attending NYCOM conference
- Announced that the Village received an award from East Syracuse Minoa School District and DECA program for Service to Education and Partnership in Learning, Clean Water Education Research Facility (CERF). Currently there are 21 students from the high school that participate in this amazing program.

**PUBLIC
COMMENTS**

Matt McGarrity, 5829 Marlow Drive stated there was concern within the fire department about the recent decision to sell Engine 22 after there was a complete study done by the

town and without any consideration for the future of the department; going in a direction that will not be positive and we can't always rely on our neighboring departments to respond to a call in our fire protection district and that we need to be ready to respond with the suitable equipment.

Mayor Donovan stated there is no debate or discussion regarding the sale of Engine 22 as this has been discussed with the current Chief just as it was discussed with yourself and former chief Pat Flannery. The ladder truck situation, if needed on the railroad, is available at our neighboring departments; East Syracuse, DeWitt, Manlius and Chittenango.

ADJOURNMENT

A motion was made by Trustee Champagne and seconded by Trustee Christensen to adjourn the village board meeting at 8:05pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

Lisa L. DeVona
Clerk-Treasurer