

**VILLAGE OF MINOA
BOARD OF TRUSTEES
October 20, 2014**

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

ALSO PRESENT: Mike Macko, John Sears

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

**CODES
ENFORCEMENT**

***REQUEST FOR LOT LINE ADJUSTMENT – 323 & 325 FAY LANE AND WAIVE THE
REQUIREMENTS FOR SUBDIVISION APPROVAL***

Attorney Hills reported that a more detailed drawing or map is needed so that Richard Greene can review the proposed property line modifications with respect to compliance of current zoning codes. Attorney Hills stated she would follow up with the applicant's attorney.

UPDATE – 106-110 N. MAIN STREET

Deputy Mayor Brazill gave an update certified return receipt letters have been mailed to the property owner of 106-110 N. Main Street (tax map # 002.-02-01.0) giving notification that violations exist at the property and are to be corrected by October 31, 2014; if violations are not corrected by said date the village board will hold a hearing at their November 3, 2014.

***PERMISSION TO SEND RICHARD GREENE TO GREEN INFRASTRUCTURE PLANNING
CONSTRUCTION & MAINTENANCE***

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the request to send Richard Greene to Green Infrastructure Planning Construction and Maintenance, October 29, 2014, 6pm to 8pm at the Liverpool Fire Hall with no registration fee required. All in favor; motion carried 3-0; Deputy Mayor Brazill voting.

WTP / CERF

***LETTER OF SUPPORT FOR SUNY ESF COMPOST HEAT RECOVERY FROM FOREST
RESIDUES***

Trustee Abbott made a motion, seconded by Trustee Christensen authorizing the Mayor to send a letter of support for SUNY ESF for proposal titled "Compost Heat Recovery from Forest Residues being submitted to McIntire-Stennis Research Program. All in favor. Motion carried.

REQUEST FOR WORK STUDY – INTERNSHIP, GRADUATE STUDENT HARINI KADAMBI

Trustee Christensen made a motion seconded by Trustee Abbott to approve the work study and internship for graduate student Harini Kadambi to further research involving small gasifier beginning November 1, 2014 through May 31, 2015 contingent upon signing the confidentiality agreement. All in favor. Motion carried.

JUSTICE COURT

PURSUANT TO SECTION 2019-A OF UNIFORM JUSTICE COURT ACT – APPROVE AND ACKNOWLEDGE RECEIPT OF KOAGEL & VINCENTINI REPORT FOR FISCAL YEAR ENDING MAY 31, 2014

Trustee Christensen made a motion, seconded by Trustee Abbott that pursuant to Section 2019-a of the Uniform Justice Court Act the village board approves and acknowledges receipt of Independent Auditors Report by Koagel & Vincentini for Justice Court Bail and Fine Accounts for fiscal year ending May 31, 2014. All in favor. Motion carried.

CLERK-TREASURER

MEETING MINUTES – OCTOBER 6, 2014

Trustee Abbott made a motion, seconded by Trustee Christensen to approve the meeting minutes of October 6, 2014 as submitted. All in favor. Motion carried.

TRANSFER OF APPROPRIATIONS

A motion was made by Christensen and seconded by Trustee Abbott to approve the Transfer of Appropriations as submitted by the Clerk-Treasurer as follows:

<i>From A5110.40 Street Main Misc.</i>	<i>To: A1640.2 Central Garage Equip \$10,711.50</i>
<i>From A7550.4 Celebrations</i>	<i>To: A7110.4 Parks \$2,500.00</i>
<i>From G1990.4 Contingency</i>	<i>To: G8120.46 Sanitary Sewer Vehicle/Equip Repairs \$3,018.41</i>

All in favor. Motion carried.

TREASURER’S REPORT – SEPTEMBER 30, 2014

Trustee Abbott made a motion, seconded by Trustee Christensen to approve the Treasurer’s Report for Month ending September 30, 2014. All in favor. Motion carried.

RESOLUTION – AUTHORIZING PARTICIPATION IN COOPERATIVE ENERGY PURCHASING SERVICES (NYSMEC) FOR ELECTRICITY AND NATURAL GAS

This item was tabled until more information is received regarding Solar options in the village.

ANNUAL AUDIT – INFORMATIONAL PURPOSES ONLY

Deputy Mayor Brazill stated he met with auditor Don Vincentini along with Mayor Donovan and Clerk-Treasurer DeVona to discuss the annual audit report of the village for fiscal year ending May 31, 2014. Deputy Mayor Brazill reported that the report is good and thanked Clerk-Treasurer DeVona for job well done.

RESOLUTION – SUPPORTING PARTICIPATION IN CNY COALITION STAFF SERVICES AND EDUCATION COMPLIANCE ASSISTANCE PROGRAM

Trustee Abbott made a motion, seconded by Trustee Christensen to adopt the following:

**Resolution Supporting Participation in the
CNY Stormwater Coalition Staff Services and Education Compliance Assistance
Program**

Resolution authorizing the items listed below pursuant to requirements of the New York State Pollutant Discharge Elimination System Municipal Separate Storm Sewer System General Permit.

WHEREAS, Village of Minoa herein called the “Municipality”, after thorough consideration of the various aspects of the problem and consideration of available information, has hereby determined that certain work, as described in Attachment A, herein called the “Project”, is desirable, is in the public interest, and is required in order to implement the Project; and

WHEREAS, the Central New York Regional Planning & Development Board, herein called the “Board”, has provided program planning and implementation assistance pertaining to the requirements of the New York State Pollutant Discharge Elimination System (SPDES) Stormwater Phase II General Permit for Municipal Separate Storm Sewer System (MS4) operators since 2002, and

WHEREAS, the Board has proposed staff and education assistance services in support of sustaining the CNY Stormwater Coalition and to provide a regional public education, outreach and training compliance program to reduce municipal staff burdens, ensure consistency, provide widespread priority audience targeting the most efficient use of limited

municipal funds by distributing total program costs over a number of entities within a twelve month timeframe as outlined in Attachment B;

NOW, THEREFORE, BE IT RESOLVED BY Village of Minoa Board of Trustees

1. That Richard J. Donovan, Mayor

or such person's successor in office is the representative authorized to act in behalf of the Municipality's governing body in all matters related the Project;

2. That the Municipality agrees that it will fund its portion of the program cost in the amount of \$3,600, and that those funds will be made available to the Board upon receipt of invoice.

3. That one (1) certified copy of this Resolution will be prepared and sent to the Board upon adoption.

4. That this Resolution take effect immediately.

All in favor. Motion carried.

RATIFY PRIOR APPROVAL TO ENTER INTO A PRIORITY USE AGREEMENT WITH ESM SCHOOL DISTRICT

Trustee Christensen made a motion, seconded by Trustee Abbott to ratify prior approval to enter into a priority use agreement with East Syracuse Minoa School District for the use of Rees Field for soccer and baseball games and practices beginning August 2014 through June 2015. All in favor. Motion carried.

CELEBRATION

VILLAGE PARTICIPATION – TOWN OF MANLIUS RECREATION DEPARTMENT WITH WICKED WOODS EVENT AT GREEN LAKES STATE PARK

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the village's participation with Town of Manlius Recreation Department, Wicked Woods event, October 25th at Green Lakes State Park and that the village will be responsible for signage costing \$250.00. All in favor. Motion carried.

AUDIT OF CLAIMS ABSTRACT 10

A motion was made by Trustee Christensen and seconded by Trustee Abbott that the claims on Abstract #010 in the amounts of General Fund - \$70,951.93 (Vouchers 401 - 445), Sewer Fund - \$7,982.45 (Vouchers 161 - 174), for a total of \$78,934.38 audited and paid. All in favor. Motion carried.

ATTORNEY REPORT

Attorney Hill reported that New York State EFC has requested a professional services agreement between the village and Harris Beach, PLLC so that requisitions for legal services can be reimbursed to the village with regards to legal services rendered on the GIGP project. In September 2012 the village entered into agreement with Primo Law Offices, Dunn & Sgromo and SKD for preliminary grant design and proposal. The village clerk is unable to locate the original agreement with Primo Law Offices and with the transfer of files from Primo Law Offices to Harris Beach only a copy of the original draft was available electronically. Attorney Hills recommends the village board acknowledge the agreement dated September 2012 and that the board acknowledges that Primo Law Offices transferred legal files to Harris Beach with a new professional agreement with Harris Beach, PLLC.

Trustee Christensen made a motion, seconded by Trustee Abbott to acknowledge the board resolution dated September 2012 and enter into professional services agreement for legal services with Harris Beach, PLLC with regards to Green Infrastructure Grant Program. All in favor. Motion carried.

TRUSTEES' REPORT

No report was given by Trustee Christensen.

Trustee Abbott reported:

- He attended the CNY Mayor's Association; Fayetteville Mayor Mark Olson remains President, East Syracuse Mayor Robert Tackman will be new Vice President and Russ Rhea remains as the Treasurer
- Reminder – Annual Halloween Party will be held on October 31, 2014 at Minoa FS1

Deputy Mayor Brazill reported:

- Reminder – Wicked Woods Event, Green Lakes State Park, October 25th
- Attended the annual Core Federal Credit Union dinner

**PUBLIC
COMMENT**

John Sears, 103 S. Main Street asked if the owner of 106-110 N. Main Street is still in the area. Mr. Sears reported he was invited to attend Vice President Joe Biden's visit at Syracuse Landmark Aviation Hanger in Dewitt earlier today.

ADJOURNMENT

A motion was made by Trustee Christensen and seconded by Trustee Abbott to adjourn the village board meeting at 7:22pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L DeVona

Lisa L. DeVona
Clerk-Treasurer