

**VILLAGE OF MINOA
BOARD OF TRUSTEES
October 6, 2014**

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

ALSO PRESENT: Jeffrey Toole, AFLAC representatives Drew Thomas and Jason Terranova, Armand Lanz, Amber Stevens, Lisa Stevens, Mike Macko

Mayor Donovan opened the village board meeting at 7:00 pm with the Pledge of Allegiance led by Clerk-Treasurer DeVona.

**PRESENTATION –
AFLAC
INSURANCE**

Drew Thomas and Jason Terranova presented the board with information regarding AFLAC's services and programs offered to individuals through employers. Presentation included answering some questions from the board regarding the services and products provided by AFLAC. Drew Thomas thanked the board for their time and agreed to come back to the village to discuss the policies and services with the village employees during the open enrollment period.

**CODES
ENFORCEMENT**

PROPERTY VIOLATIONS PURSUANT TO CHAPTER 116 OF THE VILLAGE OF MINOA CODE - 106-110 N. MAIN STREET; TAX MAP NUMBER 002.-02-01.0

Mayor Donovan stated that the village codes enforcement officer received a notification from SPCA that a dog complaint had been received about animals being left in a vacant property located at 106-110 N. Main Street. Upon further inspection by Mayor Donovan, Codes Enforcement Officer Richard Greene and an officer from the Town of Manlius Police Department three points of access were identified in the main structure on the property located at 106-110 N. Main Street. The property has been abandoned and in violation of village code since 2012. Photographs of the interior and exterior of the property were taken on October 6, 2014 (during the inspection with the Town of Manlius Police) and have been entered into the property file.

Attorney Hills stated that with this information, upon an affidavit of either the Mayor or the Codes Enforcement Officer, the Village Board may, pursuant to Chapter 116-5B, declare the property to be unsafe due to the imminent or immediate and serious threat to human health or safety unless the property is secured immediately and may cause same to be immediately abated (i.e., securing the building to prevent unauthorized access). She advised that in such case notice to the property owner must be attempted diligently and on good faith, including by telephone, facsimile, email or attempts at personal delivery. In light of the fact the property owner lives out of state, it was suggested the Codes Enforcement Officer call and/or mail a letter via next day delivery advising of: (1) the existing Village Code violations, (2) the Village Board's resolution to abate the immediate threats to safety (i.e., securing the building), (3) providing the property owner with a deadline to cure the remainder of the violations, and (4) advising if same go uncorrected the village board will conduct a hearing to review same and issue findings relative to any continued violations, and pursuant to Chapter 116-6.1 may authorize the work to be done and/or perform the work with its own or outside contractors and adopt resolution that the costs incurred by the village for the work, including any quantifiable internal administrative cost and penalties assessed and levied upon the property.

Trustee Brazill made a motion, seconded by Trustee Christensen to take action pursuant to Chapter 116-5B that emergency situation exists at property 106-110 N. Main Street (tax map #002.-02-01.0) which poses a threat to human health and safety and that the minimum work be done to secure the three (3) access points in the building; and that the Codes Enforcement Officer notify the property owner of 106-110 N. Main Street (tax map #002.-02-01.0) that violations exist and must be corrected by October 31, 2014 or the village board will conduct a hearing on November 3, 2014 at 7:00pm to review the violations and issue findings relative to any continued violations of the Village of Minoa Codes, Property maintenance Code of NYS, and Fire Code of NYS. All in favor. Motion carried.

WTP / CERF

PERMISSION TO INCREASE HOURLY REATE – ALEX VALLETTA (PT LABORER)

Trustee Champagne made a motion seconded by Trustee Brazill to approve the \$.50 hourly increase for Alex Valletta effective October 17, 2014. All in favor. Motion carried.

REQUEST PERMISSION TO WAIVE SEWER PENALTY – 107 LAKE FOREST DRIVE

Trustee Brazill made a motion seconded by Trustee Abbott to deny the request to waive \$14.50 penalty fee for 107 Lake Forest Drive. Trustees Brazill, Abbott, Christensen; aye. Trustee Champagne: nay. Motion carried.

**CLERK-
TREASURER**

MEETING MINUTES – SEPTEMBER 22, 2014

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the meeting minutes of September 22, 2014 as submitted. All in favor. Motion carried.

NEW YORK STATE RETIREMENT – STANDARD WORK DAY AND REPORTING RESOLUTION

A motion was made by Trustee Brazill and seconded by Trustee Champagne approving the NYS Retirement Standard Work Day and Reporting Resolution RS 2417-A establishing standard work days for elected and appointed officials and will report the days worked to the NYS and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by the officials the clerk of the body and will post on the Village Office bulletin board for a minimum of 30 days. All in favor. Motion carried.

BUDGET AMENDMENT – SEWER FUND

Trustee Christensen made a motion, seconded by Trustee Champagne to amend the Sewer Fund budget increasing G2706 Grants Other Governments and G8120.47 Pump House Upgrades / Repairs in the amount of \$49,717.00 due to the Intermunicipal Agreement with Onondaga County for the repairs. All in favor. Motion carried.

TREASURER'S REPORT – JUNE, JULY, AUGUST 2014

Trustee Abbott made a motion, seconded by Trustee Brazill to approve the Treasurer's Report for Month ending June 30, 2014, July 31, 2014 and August 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.

WHEELS FOR WISHES REQUEST TO ADD LINK TO VILLAGE WEBSITE

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the request to add Wheels for Wishes link on the village website: <http://syracuse.wheelsforwishes.org/> All in favor. Motion carried.

PERMISSION TO ATTEND SOLAR SUMMIT ON OCTOBER 14, 2014

Trustee Abbott made a motion, seconded by Trustee Champagne to approve village employees and/or board members to attend Solar Summit, October 14, 2014 from 8:00am to 5:00pm at the Doubletree Hotel, East Syracuse with no registration or summit fee. All in favor. Motion carried.

GIRL SCOUT TROOP 10499 - COMMUNITY ROOM REQUEST

Trustee Brazill made a motion, seconded by Trustee Christensen to approve the Community Room request for Girl Scout Troop 10499 for use twice a month to be scheduled with the Clerk's office. All in favor. Motion carried.

**FIRE
DEPARTMENT**

NEW MEMBERSHIP APPLICATION – KEVIN HAINES

A motion was made by Trustee Christensen, and seconded by Trustee Champagne to approve the new membership application for Kevin Haines, 219 E. Manlius Street. All in favor; motion carried.

BUILDING REQUEST – FIRE STATION 2 – DENNIS ERARD

Trustee Champagne made a motion, seconded by Trustee Abbott to approve the request from Dennis Erard to use Minoa Fire Station 2 on October 25, 2015 from 12:00pm to 4:00pm for a birthday party. All in favor. Motion carried.

AUDIT OF

A motion was made by Trustee Christensen and seconded by Trustee Brazill that the claims on

**CLAIMS
ABSTRACT 9**

Abstract #009 in the amounts of General Fund - \$105,751.46 (Vouchers 356 - 400), Sewer Fund - \$16,317.84 (Vouchers 139 - 160), for a total of \$122,069.30 audited and paid. All in favor. Motion carried.

**ATTORNEY
REPORT**

No new business to report.

**TRUSTEES'
REPORT**

No report was given from Trustee(s) Champagne, Christensen and Brazill.

Trustee Abbott reported:

- He attended the Police Committee meeting and thanked the Town of Manlius Police Department for their help and services with the festival.

**MAYOR'S
REPORT**

Mayor Donovan reported on the following:

- The next Critical Response Committee meeting is Tuesday, October 7, 2014
- Climate Smart Committee has submitted the data for analysis and review for the Action Plan.

**PUBLIC
COMMENT**

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

ADJOURNMENT

A motion was made by Trustee Champagne and seconded by Trustee Abbott to adjourn the village board meeting at 7:52pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

Lisa L. DeVona
Clerk-Treasurer