

**VILLAGE OF MINOA
BOARD OF TRUSTEES
September 22, 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: Mike Macko, John Sears, Marlene Christensen, Gary & Frieda Weeks,

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

**CELEBRATION –
HOPE FOR
HEATHER UPDATE**

Gary and Frieda Weeks announced that this year's Hope for Heather Run raised approximately \$48,000 which exceeds last year's donations. Gary Weeks reported on preliminary statistic of race day as it will take a few weeks to compile all the data:

- Approximately 889 people attended the event which includes volunteers
- 610 participants finished the race (350 runners, 360 walkers)
- 107 participants signed up the day of the event
- On-line registration showed 67 village of Minoa residents, 88 from Liverpool area, 54 from E. Syracuse zip code, and 20 from Fayetteville
- 420 runners registered however only 350 raced the day of the event; most likely due to the weather
- List of village, towns and cities from on-line registrations: Albany, Amherst, Auburn, Baldwinsville, Barneveld, Bernhard's Bay, Binghamton, Brewerton, Bridgeport, Bridgewater, Burlington Flats, Camillus, Canastota, Cayuga, Cazenovia, Central Square, Chittenango, Cicero, Cincinnatus, Clay, Dewitt, Dexter, E. Syracuse, Earlville, Fulton, Glastonbury, Greer, Guilford, Hannibal, Homer, Honeoye Falls, Ilion, Inlet, Jamesville, Jordan, Kirkville, Latham, Liverpool, Lyons, Manlius, Marcellus, Mattydale, Minoa, N. Syracuse, Nedrow, New Berlin, New Hartford, Niskayuna, Norwich, Norwood, Ogdensburg, Orlando, Oswego, Owego, Parish, Phoenix, Potsdam, Pulaski, Ransomville, Rochester, Rome, Sauquoit, Schenectady, Seneca Falls, Sidney, Skaneateles, Solvay, Stillwater, Syracuse, Tully, Warner, Watertown, West Monroe, Whitesboro

John Batizfalvi, course manger thanked the board for allowing the course in the village; village did a great job along with Tracy Callahan, Town of Manlius Police Department and Explorers. John stated the course layout was great with no major delays or mishaps throughout the race and looks forward to next year.

Marlene Christensen commented that she wished there had been a video camera mounted in the pace vehicle to capture the video of how amazing it was that so many people throughout the entire course came out, even in the rain to cheer and support the runners and the foundation.

Marlene Christensen thanked Mayor Donovan, Trustee Brazill and Christensen for an awesome job on the festival and run.

Mayor Donovan stated he was very pleased with the event and even more pleased that the Hope for Heather foundation was successful with their annual race and looks forward to next year.

Gary and Frieda Weeks thanked the board again for all their support and hoped that the village would consider having the run again next year with the festival.

**CELEBRATION –
HALLOWEEN
PARTY 2014**

PERMISSION TO HOLD ANNUAL HALLOWEEN PARTY – OCTOBER 31, 2014

Trustee Abbott made a motion seconded by Trustee Christensen to hold the annual Halloween Party on Friday, October 31, 2014, 5:00pm – 8:30pm at the Minoa Fire Station 1. All in favor. Motion carried.

**COMMUNITY
DEVELOPMENT**

***RATIFY PRIOR APPROVAL AUTHORIZING ENVIRONMENTAL PAVING SOLUTIONS, LLC
TO FINISH MAIN STREET SIDEWALK PROJECT***

Trustee Christensen made a motion seconded by Trustee Abbott to ratify prior approval authorizing Environmental Paving Solutions, LLC to finish Main Street Sidewalk Project to Edgerton Street under County Contract approved by Community Development in the amount of \$13,276.25. All in favor. Motion carried.

**CLERK-
TREASURER**

MEETING MINUTES – SEPTEMBER 22, 2014

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

SURPLUS EQUIPMENT – 2002 CHEVY BLAZER (VIN #1GNDT13W22K150561)

Trustee Champagne made a motion, seconded by Trustee Christensen to declare 2002 Chevrolet Blazer (VIN #1GNDT13WSSK150561) as surplus equipment and send to county auction and/or scrap; to be determined by village Mechanic. All in favor. Motion carried.

USE OF 2003 FORD EXPLORER (FORMERLY KNOW AS C3)

Trustee Brazill made a motion, seconded by Trustee Abbott to use 2003 Ford Explorer (formerly marked as C3) as a village vehicle to be used by all departments for travel to training classes, seminars and conferences. All in favor. Motion carried.

COMMUNITY ROOM REQUEST – ESM SCHOOL

Trustee Brazill made a motion, seconded by Trustee Champagne to approve the request of Sharon Sexston, ESM Teacher to use Community Room, 8:30am – 10:00am Monday through Friday for the school year for homebound student classes. All in favor. Motion carried.

ANNUAL FINANCIAL REPORT FOR FISCAL YEAR ENDING MAY 31, 2014

Clerk Treasurer DeVona announced that the Annual Financial Report for fiscal year ending May 31, 2014 was filed with the New York State Comptroller on September 17, 2014 and a copy of the report and supporting documentation is available in the Clerk's Office during normal business hours.

***CLERK TREASURER DEVONA REQUEST PERMISSION TO ATTEND PERMA FALL
EDUCATIONAL CONFERENCE***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the request for Clerk Treasurer DeVona to attend PERMA Fall Educational Conference, November 6-7, 2014, Woodcliff Hotel, Rochester, \$208 per night for hotel plus travel expenses (no conference fee). All in favor. Motion carried.

PERMISSION TO ACCEPT STATE OF NEW YORK GRANT AWARD - \$16,000

Trustee Brazill made a motion, seconded by Trustee Christensen to accept the \$16,000 grant award from State of NY, Department of State, Community Projects Appropriation Contract #M051623 for the purchase of turn-out gear. All in favor. Motion carried.

Trustee Brazill made a motion, seconded by Trustee Christensen authorizing the Mayor to execute the Master Contract for Grants between State of New York and Village of Minoa. All in favor. Motion carried.

**FIRE
DEPARTMENT**

NEW MEMBERSHIP APPLICATION – JARRETT TEMPLE

A motion was made by Trustee Champagne, and seconded by Trustee Brazill to approve the new membership application for Jarrett Temple, 109 Kenner Road. All in favor; motion carried.

RESIGNATION – KEVIN COOPER

Trustee Christensen made a motion, seconded by Trustee Abbott to accept the resignation of Kevin Cooper, 8335 Green Lakes Road, Kirkville. All in favor. Motion carried.

SUBSCRIPTION RENEWAL AGREEMENT – I AM RESPONDING

Trustee Champagne made a motion, seconded by Trustee Brazill approving the one-year subscription renewal in the amount of \$800.00 and authorizing the Mayor to execute the agreement with Emergency Services Marketing Corp as the duly licensed provider of *IamResponding.com* Emergency Responder Reply System. All in favor. Motion carried.

**CODE
ENFORCEMENT**

NOTICE PURSUANT TO SECTION 116-4 / HEARING / 204 ELM STREET, TAX MAP NO. 002-08-19.0

Attorney Hills reviewed Section 116-4 as it relates to the property located at 204 Elm Street, tax map #002-08-19.0 and stated that on September 9, 2014 Richard J. Green, Codes Enforcement Officer mailed a letter to the property owner of 204 Elm Street, Mark S. St George and Cindy L. Taylor for violations of growth of grass and weeds exceeding a height more than 10 inches which is in violation of Section 116-4(B) and the accumulation of brush, grass, rubbish or weeds in violation of Section 116-4A and the failure to main the exterior of the structure in good repair, painted and finished where necessary for purposes of preservation and appearance in violation of Section 116-4(D). The property owners were given until September 18, 2014 to correct the violations and if not resolved by that date the village board of Trustees would conduct a hearing to review the violation and to issue findings relative to open violations. After careful review of the village code and letter written to the property owners Trustee Christensen made a motion, seconded by Trustee Abbott authorization is given to the Codes Enforcement Officer to hire a contractor to have the violations correct for the property located at 204 Elm Street, Minoa, New York, Tax Map No. 002.-08-19.0 pursuant to Section 116-4 of the Code of the Village of Minoa. All in favor. Motion carried.

Trustee Brazill made a motion, seconded by Trustee Christensen that the cost of the work to correct violations upon the review by and findings of the Village Board of Trustees that the provisions of this Chapter **116**, including in particular §§ **116-5** and **116-6**, have been complied with or satisfied, and in the case of § **116-5B** and **C** that, respectively, bona-fide exigent or repeat violations, conditions existed, the Village Board of Trustees may, in addition to authorizing the work, adopt a resolution authorizing that the costs incurred by the Village in performance of the work, including any quantifiable internal administrative costs, be paid for out of the general Village funds appropriated by the Village Board of Trustees for such purpose. The Village shall be reimbursed for the cost of the work performed or services rendered by direction of the Village Board of Trustees, as herein provided and for any penalties assessed under § **116-6B** hereof by assessment and levy upon the lots or parcels of land wherein such work was performed or such services rendered, and the expenses so assessed shall constitute a lien and charge on the real property on which it is levied until paid or otherwise satisfied or discharged and shall be collected in the same manner and at the same time as other Village charges. All in favor. Motion carried.

DRAFT GRASS & WEED LAW

This item was tabled for further review and discussion between the village attorney and the Codes Enforcement Officer.

**AUDIT OF
CLAIMS
ABSTRACT 8**

A motion was made by Trustee Champagne and seconded by Trustee Christensen that the claims on Abstract #008 in the amounts of General Fund - \$178,174.82 (Vouchers 298 - 355), Sewer Fund - \$32,959.89 (Vouchers 124 - 137), for a total of \$211,134.71 audited and paid. All in favor. Motion carried.

**ATTORNEY
REPORT**

No new business to report.

**TRUSTEES'
REPORT**

Trustee Champagne reported on the follow:

- Thanked Trustee Brazill and Christensen on a job well done with the festival and run.
- WTP finished the drying bed; all the work was done in-house.
- 18 ESM students enrolled in the CERF project
- Approached the ESM Carpentry class regarding the possibility of having a greenhouse built; will continue to update the board with any new information obtained
- Chittenango School District visited the facility and is very interested in the CERF program

Trustee Christensen reported:

- Thanked the village board, Gary & Frieda Weeks, Tracy Callahan, Tom Petterelli and his staff, Town of Manlius Police Department and everyone else that participated and helped with the run. It was a successful event and looks forward to next year.

Trustee Abbott reported:

- Announced the next Police Committee meeting on Wednesday, September 24th
- Attended NYCOM Fall School in Lake Placid; another great conference, had some great discussion with other municipalities and brought back useful information and class material to share with Clerk's office and board members

Trustee Brazill reported:

- Thanked Trustee Christensen on a job well done with the Hope for Heather race; many hours of preparation and meetings went into the event and he, too, looks forward to next year.
- Trustee Brazill also extended a thank you to Greg Rinaldi of Trappers II for sponsoring the fireworks display, Tracy Callahan for her help with the race details, J Brazill for coordinating all the bands for the festival and David Muraco for the event donation.

MAYOR'S REPORT

Mayor Donovan reported on the following:

- Announced the Climate Action Committee:
Tom Petterelli, Steve Giarrusso, Dan Engelhardt, James Powers, Lance Stolp, Sherri Hayner
Mayor Donovan stated the committee will meet once a month for the next six months; they have already had their first meeting.
- Attendance was good, not great, at NYCOM Fall School; conference agenda covered important issues such as fund balance and tax freeze.

PUBLIC COMMENT

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

EXECUTIVE SESSION

Trustee Brazill made a motion, seconded by Trustee Christensen to enter into Executive Session for the 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 8:32pm.

Trustee Champagne made a motion, seconded by Trustee Christensen to enter into Regular Session. All in favor. Motion carried.

The board entered into Regular Session at 9:32pm.

RESOLUTION DISCIPLINARY ACTION

Trustee Champagne made a motion, seconded by Trustee Brazill to adopt the following resolution:

RESOLVED, that the Village Board hereby accepts and adopts the recommendation made by the Village Sexual Harassment Policy Review Board; and is further

RESOLVED, that David Fragale is hereby reinstated, effective immediately and permitted access to both Fire Department stations upon the following conditions: (a) David Fragale shall be subject to a six (6) month probationary period during which time he may be terminated if any additional complaints are received and found substantiated by the Review Board; and (b) David Fragale shall meet with the Village Review Board prior to reinstatement and again at the conclusion of the six month probationary period; and it is further

RESOLVED, any further actions required of Village to effect the foregoing are hereby authorized and the Village Mayor is hereby authorized to execute and deliver any instruments, documents or the like as required to effect the same.

All in favor; motion carried.

ADJOURNMENT

A motion was made by Trustee Christensen and seconded by Trustee Brazill to adjourn the village board meeting at 9:36pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

Lisa L. DeVona
Clerk-Treasurer