

**VILLAGE OF MINOA  
BOARD OF TRUSTEES  
April 6, 2015**

**PRESENT:** Mayor Richard Donovan  
Trustee Abbott  
Trustee Brazill  
Trustee Champagne  
Trustee Christensen  
Deputy Clerk Treasurer Donna Miller  
Attorney Courtney Hills, Primo & Hills Law Firm

**ALSO PRESENT:** Mike Macko, John Sears, Sarah Whaley, T.R. Schepp, Brad Hyde, George Myers, Dennis Erard, Al Tompkins

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

**OCEBA –  
POMCO**

Mayor Donovan stated that late last week the village's health care provider OCEBA approached the village with concern regarding the outstanding negative balance being carried by the village since 2007. The balance is the responsibility of the village and discussions with OCEBA and POMCO will continue over the next few weeks to orchestrate a plan to pay down the debt. The village board will be updated with new information as it becomes available.

**PUBLIC  
HEARING–  
TENTATIVE  
BUDGETS 2015-  
2016**

Trustee Christensen made a motion, seconded by Trustee Abbott to waive the reading of the legal notice and open the public hearing for the 2015-2016 Tentative Budgets. All in favor. Motion carried.

Mayor Donovan opened the public hearing at 7:02pm.

Trustee Brazill stated that with the new information regarding the health care plan and outstanding balance, the tax cap and tax freeze situation the village now faces he would like the board to consider giving no salary increases to employees this fiscal year.

Trustee Champagne agreed with Trustee Brazill's comment.

Mayor Donovan explained that the purpose of the Public Hearing was to review and discuss the 2015-2016 Budgets. He said the proposed tax rate will increase to \$9.23 per thousand.

Mayor Donovan presented the Tentative Budget dated 3/16/2015 of the Sewer Fund with Appropriations of \$741,283.00; Estimated Revenues of \$580,221.00; and Unexpended Fund Balance of \$161,062.00.

Mayor Donovan then presented the Tentative Budget dated 3/16/2015 of the General Fund with Appropriations of \$3,492,810.97; Estimated Revenues of \$1,654,374.00; Amount to be Raised by Tax of \$1,453,717.00; and Unexpended Fund Balance of \$384,719.97.

Throughout the presentation Mayor Donovan gave the public an opportunity to ask questions and/or make comments after each fund was presented.

**Public Comments**

**Sewer Fund**

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

**General Fund**

John Sears, 103 S. Main Street, Minoa, NY, had the following questions and/or statements:

- Mr. Sears stated he agreed with Trustee Brazill regarding the employee raises and said the economy is bad and the village employees have good jobs, retirement and health insurance compared to most people.

Sarah Whaley, 113 Hulbert Street, Minoa NY, had the following questions and/or statements:

- stated she was born on Hulbert Street, had a sewer back up that she paid money for, it was her problem but she is still waiting for the village to pay her back
- she has had a tree fall down and would like a stop sign on Hulbert Street both ways on the street near her house

George Myers, 101 Whiskwood Lane, Minoa NY, asked the following questions:

- stated he has trees in the easement in his backyard; the trees are not in good shape and he would like them removed at the cost of the village as they are in the Village right of way and he is concerned about them falling on his house.

With no further questions or comments from those present, Trustee Champagne made a motion, seconded by Trustee Christensen to close the public hearing. All in favor. Motion carried. Mayor Donovan closed the public hearing at 7:18pm.

**RESIGNATIONS**     ***ETHEL SAWKINS – ANIMAL CONTROL OFFICER & PLANNING BOARD MEMBER***

A motion was made by Trustee Brazill and seconded by Trustee Champagne to accept the resignation of Ethel Sawkins as Animal Control Officer and Planning Board member effective March 31, 2015. All in favor. Motion carried.

***SUSAN BISHOP HEITZMAN – HISTORIAN***

A motion was made by Trustee Christensen and seconded by Trustee Champagne to accept the resignation of Susan Bishop Heitzman as Historian effective April 6, 2015. All in favor. Motion carried.

Mayor Donovan thanked both Ethel and Susan for their hard work and dedication to the village.

**CODE ENFORCEMENT AGREEMENT**     ***COOPERATIVE AGREEMENT TO SHARE CODE ENFORCEMENT SERVICES WITH VILLAGE OF EAST SYRACUSE***

A motion was made by Trustee Brazill and seconded by Trustee Abbott to enter into and authorize Mayor to execute a Cooperative Agreement to share Code Enforcement Services with the Village of East Syracuse for an annual amount of \$21,000.00, effective May 1, 2015 contingent upon attorney review. All in favor. Motion carried.

**DPW**     ***PERMISSION TO ATTEND NYSDEC ENDORSED 4-HOUR EROSION & SEDIMENT CONTROL***

A motion was made by Trustee Christensen and seconded by Trustee Brazill to approve sending Mike Murnane to NYSDEC endorsed 4-hour Erosion & Sediment Control (E&SC) training, April 16, 2015, 7:30am – 12:00pm, no cost at Town of Salina Hall. All in favor. Motion carried.

***OCRRA EARTH DAY CLEANUP – APRIL 24<sup>TH</sup> & 25<sup>TH</sup>***

A motion was made by Trustee Champagne and seconded by Trustee Christensen to participate in OCRRA Earth Day Cleanup on April 24<sup>th</sup> and 25<sup>th</sup> and approve DPW Facility as a drop off site. All in favor. Motion carried.

**CLERK-TREASURER**     ***MEETING MINUTES – MARCH 16, 2015***

Trustee Champagne made a motion, seconded by Trustee Abbott to approve the meeting minutes of March 16, 2015 as submitted. All in favor; motion carried.

***SUMMER HOURS – VILLAGE OFFICE***

A motion was made by Trustee Brazill and seconded by Trustee Champagne to approve summer office hours beginning the week of July 6, 2015 through September 25, 2015, Monday through Thursday 8:00AM – 4:30PM, Fridays 8:00AM – 11:30AM for the village office. All in favor. Motion carried.

**PERMISSION TO ATTEND NYS RETIREMENT SYSTEM EDUCATION SEMINAR**

Trustee Abbott made a motion, seconded by Trustee Christensen to send Clerk-Treasurer to NYS Retirement System Education Seminar, May 5, 2015, 9:00AM to 3:30PM, at OCM BOCES; no cost. All in favor; motion carried.

**RESOLUTION – AUTHORIZING VILLAGE TO ENTER INTO AN AGREEMENT WITH NYS THRUWAY AUTHORITY TO SELL E-ZPASS TAGS**

The following resolution authorizing Village of Minoa to enter into an agreement with New York State Thruway Authority to sell E-Z Pass Tags was moved, seconded and adopted:

**WHEREAS**, The Village of Minoa Clerk’s Office or any other approved municipal location wishes to retail E-Z Pass Tags through the New York State Thruway Authority’s E-Z Pass On-the-Go Program; and

**WHEREAS**, The Village of Minoa Clerk’s Office or any other approved municipal location will purchase E-Z Pass tags for the cost of \$21.00 per tag from the Thruway Authority and sell the Tags at a cost of \$25.00 per tag, allowing the Village of Minoa to keep \$4.00 per sale, and

**THEREFORE BE IT RESOLVED**, the Board of Trustees of the Village of Minoa hereby authorizes the Village of Minoa Clerk-Treasurer or any other approved municipal location to enter in an agreement with the New York State Thruway Authority to sell E-Z Pass Tags provided all legal requirements are complied with.

Upon motion made by Trustee Eric Christensen, and seconded by Trustee John Champagne, the question of adoption of the foregoing Resolution was put to a roll call, which resulted as follows:

Richard Donovan, Mayor	Aye
William Brazill, Trustee	Aye
John Champagne, Trustee	Aye
Eric Christensen, Trustee	Aye
John Abbott, Trustee	Aye

Resolution was adopted on April 6, 2015

**FIRE DEPARTMENT**

**REQUEST PERMISSION TO USE POLE BARN & LEWIS PARK – ANNUAL FIELD DAY**

Trustee Abbott made a motion, seconded by Trustee Brazill to ratify prior approval for the Minoa Volunteer Fire Department to use Lewis Park and the Pole Barn for their annual Field Days, May 28-30, 2015. All in favor; motion carried.

**WTP / CERF**

**PERMISSION TO PAY VILLAGE 10% SHARE (LESS 5% RETAINAGE) OF REQUISITION # 12 PER GIGP CONTRACT – HENDERSON BROS**

Trustee Champagne made a motion, seconded by Trustee Abbott authorizing the Village Clerk-Treasurer to pay the Village 10% (less 5% retainage) of Requisition #12, per EFC GIGP Contract to Henderson Bros. in the amount of \$1,176.22. All in favor; motion carried.

**GIGP – CHANGE ORDER #4 – ELECTRICAL WORK (PENDING)**

**PERMISSION TO WAIVE PENALTY IN THE AMOUNT OF \$101.50 - HEIDI & DAVID FRANCEY**

A motion was made by Trustee Champagne and seconded by Trustee Abbott to waive \$101.50 penalty, one time only, for sewer account(s) #1182.0, #2028.0 and #2088.0 all owned by Heidi and David Francey. All in favor; motion carried.

**PLANT OPERATIONS – SUMMER HOURS**

Trustee Christensen made a motion, seconded by Trustee Champagne to approve Summer Hours for Plant Operations, June 1, 2015 through August 28, 2015, Monday through Thursday, 6:00AM – 3:30PM and Fridays 6:00AM – 10:00AM. All in favor; motion carried.

**AUDIT OF  
CLAIMS  
ABSTRACT 21**

A motion was made by Trustee Abbott and seconded by Trustee Brazill that the claims on Abstract #21 in the amounts of General Fund - \$81,172.93 (Vouchers 851 - 895), Sewer Fund - \$8,013.10 (Vouchers 367 - 372), for a total of \$89,186.03 audited and paid. All in favor; motion carried.

**TRUSTEES'  
REPORT**

Trustee Champagne – thanked his wife, daughters, Mayor, board, office staff, DPW, Pease family, Boy Scout Troop #99 and a special thanks to the Easter Bunny. The Village had a great turn-out considering the weather, 145 children signed in, and out of 4,000 Easter Eggs only 900 were returned. Trustee Champagne also reported on Minoa Farms pumps went down on Easter day; he thanked the DPW employees for their help in getting both pumps up and running.

Trustee Christensen – thanked Trustee Champagne for all his hard work on the Easter Egg Hunt.

Trustee Abbott – reported the Town of Manlius Police Banquet is April 18<sup>th</sup> at the Links at Erie Village, Annual Minoa Field Days will be May 28-30<sup>th</sup>, and thanked Trustee Champagne for a job well done on the Easter Egg Hunt.

Trustee Brazill – thanked Trustee Champagne as well; announced that the first car show and concert will be May 15<sup>th</sup> in Lewis Park and village-wide garage sales will be held on July 11<sup>th</sup>

**MAYOR'S  
REPORT**

Mayor Donovan reported on the following:

- Climate Smart Community – Action Plan and Executive Summary presentation is scheduled for next village board meeting.
- Consensus Group
- Camden Group-Solar project
- ESM School – CERF program includes 20 interns

**PUBLIC  
COMMENTS**

Dennis Erard, President of Minoa Volunteer Fire Department asked if the department could get the keys to the pole barn soon as they will need to begin preparing for the upcoming field days.

**EXECUTIVE  
SESSION – IN**

Trustee Christensen made a motion, seconded by Trustee Champagne to enter into Executive Session 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.

Mayor Donovan invited Brad Hyde and Attorney Hills into Executive Session.

The board entered into Executive Session at 7:43pm.

**EXECUTIVE  
SESSION - OUT**

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

The board entered into Regular Session at 8:27pm.

**ADJOURNMENT**

A motion was made by Trustee Christensen seconded by Trustee Champagne to adjourn the village board meeting at 8:28pm. All in favor. Motion carried.

Respectfully submitted,

*Donna Miller*

Donna Miller

Deputy Clerk-Treasurer