

**VILLAGE OF MINOA
BOARD OF TRUSTEES
August 3, 2015**

PRESENT: Mayor Richard Donovan
Trustee Abbott
Trustee Brazill
Trustee Champagne
Trustee Christensen
Clerk Treasurer Lisa DeVona
Attorney Courtney Hills, Primo & Hills Law Firm (*Absent*)

ALSO PRESENT: Mike Macko, John Sears, Patrick Abbott
Members of Minoa Volunteer Fire Department: President Dennis Erard,
Vice President John Jarmacz, Chief Erich Schepp, Asst. Chief Jeremy
Erard, Captain Dave Matthes, Jr., Captain Charles Spratt, Lt. Matt
McGarrity

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

**CODE
ENFORCEMENT**

PERMISSION TO ATTEND SAFETY AND FIRE CONSIDERATION FOR SOLAR PV – MIKE MURNANE

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the request to send Mike Murnane to Safety and Fire Consideration for Solar PV at Fayetteville Fire Department, September 20, 2015, 6pm – 9pm; no fee. All in favor; motion carried.

PERMISSION TO ATTEND CSX TRAINING – MIKE MURNANE & MAYOR DONOVAN

Trustee Abbott made a motion, seconded by Trustee Champagne to approve the request to send Mike Murnane and Mayor Donovan to CSX Training, Thursday, August 6, 2015 for a two hour classroom session and two hours hands-on session at no cost. All in favor; motion carried.

**BUILDINGS &
GROUNDS**

REPAIRS TO POLE BARN

Mayor Donovan discussed the options of painting the exterior walls of the pole barn which would cost approximately \$4,350.00 or have the DPW add new metal sheathing over the existing roof and exterior walls at a cost of approximately \$11,980.00. He stated that originally the focus was to paint the exterior but after determining there were a couple areas of the existing roof that leaked it wouldn't make sense to spend the money on painting the exterior if the roof was left unrepaired.

Trustee Champagne made a motion, seconded by Trustee Brazill to approve having the DPW install new metal sheathing over the existing roof and three exterior walls (south, east and west sides of the building) contingent upon the Clerk-Treasurer review of funds in the budget. All in favor; motion carried.

A discussion took place regarding the funding available in this year's budget and the clerk-treasurer stated that approximately \$5,000.00 was appropriated in this fiscal budget for repairs to the pole barn; the plan moving forward would be to approach the project in phases and do the sides first and then if there is any money available the roof would be done.

**CLERK-
TREASURER**

MEETING MINUTES – JULY 20, 2015

Trustee Champagne made a motion, seconded by Trustee Abbott to approve the meeting minutes of July 20, 2015 as submitted. All in favor; motion carried.

INFORMATIONAL ONLY

Mayor Donovan announced that the Village of Minoa has submitted a Short Environmental Assessment Form for the NYSERDA Solar Project Solar Array being proposed for the DPW building.

DISCUSSION – CLOTHING ALLOWANCE POLICY

The item was tabled until the September 8, 2015 meeting.

PERMISSION TO ENTER INTO AGREEMENT WITH MAJESTIC FIREWORKS, INC / FALL FESTIVAL

Trustee Christensen made a motion, seconded by Trustee Champagne authorizing the Mayor to execute the agreement with Majestic Fireworks, Inc in the amount of \$3,000.00 to provide fireworks display for the Fall Festival on September 19, 2015 and noted that Superior Seal will again reimburse the village for the cost of the fireworks. All in favor; motion carried.

AGREEMENT RENEWAL / HONEYWELL

Trustee Brazill made a motion, seconded by Trustee Christensen to renew the Honeywell Agreement for preventative maintenance based on CPI 0% increase; annual cost \$33,109.08. All in favor; motion carried.

Mayor Donovan asked Clerk DeVona to put this agreement in follow-up for review during the budget workshops.

2015-16 ESM YOUTH SPORTS AGREEMENT

Trustee Abbott made a motion, seconded by Trustee Champagne authorizing the Mayor to renew and execute the ESM Youth Sports agreement effective August 1, 2015 through July 31, 2016 in the amount of \$4,500.00. All in favor. Motion carried.

EMERGENCY GENERATOR MAINTENANCE AGREEMENT / PENN POWERS SYSTEM

Trustee Champagne made a motion, seconded by Trustee Christensen approved the two-year Emergency Generator Maintenance with Penn Powers System in the amount of \$1,875.00, Contract Renewal #16DC-9F13-CS, 06/01/2015 to 05/31/2017. All in favor; motion carried.

REQUEST TO USE COMMUNITY ROOM A – GIRL SCOUT TROOP #10109

Trustee Christensen made a motion, seconded by Trustee Brazill to approve the request for Girl Scout Troop #10109 to use Community Room A; Monday's beginning September 28, 2015 through May 23, 2016, 6:30pm – 8pm. All in favor; motion carried.

RENEW TOSHIBA 36 MONTH LEASE – CLERK'S OFFICE AND FIRE DEPARTMENT

Trustee Champagne made a motion, seconded by Trustee Abbott to approve the 36 month renewal for Fire Department Studio 357 at \$109.96 per month and the Clerk's office Studio 3055c (upgraded model) for \$138.96 per month. All in favor; motion carried.

New lease contract will save approximately \$70.00 per month for both renewals.

**FIRE
DEPARTMENT**

PERMISSION TO USE LEWIS PARK AND HOLD ANNUAL FIELD DAYS

Trustee Christensen made a motion; seconded by Trustee Abbott to use Lewis Park Pole Barn for the annual Fireman's Field Days, June 2-4, 2016. All in favor; motion carried.

DISCUSSION – VEHICLE REPLACEMENT PROPOSAL

The Vehicle Replacement Committee presented the village board with a proposal for a new aerial ladder style engine to replace Engine #22. Lt. Matt McGarrity stated the proposal is similar to the demo vehicle that the committee drove and inspected on-site a few weeks ago with the exception that a foam system would be added to the specifications.

Trustee Champagne thanked the committee members for working together on this project.

Mayor Donovan asked Clerk DeVona to contact bond counsel to begin the process for a bond resolution and reminded the committee this purchase was subject to review again during the 2016-17 budget process with delivery of the new vehicle no earlier than October 2016 which puts the first debt payment in 2017-18 fiscal year.

WTP / CERF

PERMISSION TO PAY VILLAGE 10% SHARE OF PAYMENT REQUEST #5 / HENDERSON BROS CONTRACTING / PER GIGP AGREEMENT

Trustee Champagne made a motion, seconded by Trustee Brazill to approve the request to pay village 10% share of payment request #5 from Henderson Bros. Contracting per GIGP Agreement. All in favor; motion carried.

**AUDIT OF
CLAIMS
ABSTRACT 005**

A motion was made by Trustee Champagne and seconded by Trustee Abbott that the claims on Abstract #005 in the amounts of General Fund - \$17,768.07 (Vouchers 168 - 213), Sewer Fund - \$10,088.71 (Vouchers 068 – 091), for a total of \$27,856.78 audited and paid. All in favor; motion carried.

**ATTORNEY'S
REPORT**

Absent.

**TRUSTEE'S
REPORT**

Trustee Champagne reported on the following:

- Ripplebrook pump station, SBR 2 and the wetlands

Trustee Christensen reported on the following:

- Political breakfast will be next Tuesday, Onondaga County Health Department Rabies Clinic will be Thursday beginning at 5pm at the DPW garage

Trustee Abbott reported on the following:

- Repairs to pole barn
- Thanked the Vehicle Replacement Committee

Trustee Brazill reported on the following:

- Festival edition of the newsletter will go out soon; bands are scheduled for the event

**MAYOR'S
REPORT**

Mayor Donovan reported on the following:

- Festival/Run committee is doing a great job for this year's event.
- Reported on the July 23, 2015 meeting with Joe Nehme, CNY Regional Director from U.S. Senator Charles E. Schumer office. Topics discussed were creek clean-up and flood zones in the village

**PUBLIC
COMMENTS**

Let the record show there were no comments.

ADJOURNMENT

A motion was made by Trustee Champagne seconded by Trustee Christensen to adjourn the village board meeting at 7:47 pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

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Clerk-Treasurer