

**VILLAGE OF MINOA
BOARD OF TRUSTEES**

December 21, 2015

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

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.

**CLERK-
TREASURER**

MEETING MINUTES – DECEMBER 21, 2015

Tabled.

TREASURERS REPORT – SEPTEMBER, OCTOBER, NOVEMBER 2015

Trustee Christensen made a motion, seconded by Trustee Champagne accepting the Treasurer's Report for months of September, October, and November 2016 as submitted. All in favor. Motion carried.

INFORMATIONAL ONLY

Morpho-Trust and DCJS administrative fees will remain at \$9.95 as of January 1, 2016.

2016 FLOATING HOLIDAY

Trustee Champagne made a motion, seconded by Trustee Christensen to declare Friday, December 23, 2016 as the village floating holiday. All in favor; motion carried.

RENEW LEGAL SERVICES AGREEMENT – PRIMO & HILLS LAW FIRM

Trustee Champagne made a motion, seconded by Trustee Christensen to renew the legal services agreement with Primo & Hills Law Firm, January 1, 2016 through May 31, 2017 at an hourly rate of \$135.00. All in favor. Motion carried.

CAPITAL RESERVE – FIRE/EMS EQUIPMENT

A motion was made by Trustee Christensen and seconded by Trustee Abbott that the proceeds from the sale of 2010 Chevrolet Tahoe and LP-12 AED be placed in the Fire Department Reserve. All in favor. Motion carried.

AMBULANCE

RATIFY PRIOR APPROVAL TO ACCEPT PURCHASE OFFER FROM DECLARE SURPLUS – TWO (2) LP-12 AED

Trustee Christensen made a motion, seconded by Trustee Abbott to declare two (2) LP-12 AED's as surplus equipment. All in favor; motion carried.

PURCAHSE OFFER FROM WATERS COMMUNITY AMBULANCE FOR AED CHARGING STATION

Trustee Champagne made a motion, seconded by Trustee Abbott to ratify prior approval to accept \$100.00 from Waters Community Ambulance for AED charging station. All in favor; motion carried.

**CODE
ENFORCEMENT**

TRAINING REQUEST – NYSBOC CENTRAL CHAPTER 11TH ANNUAL EDUCATIONS CONFERENCE

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the training request for Mike Murnane to attend the 11th Annual Education Conference, Mary 29-31, 2016 at Holiday Inn, Liverpool, NY; \$360.00 full conference fee. All in favor; motion carried.

**FIRE
DEPARTMENT**

DECLARE SURPLUS EQUIPMENT – VARIOUS ITEMS

Trustee Christensen made a motion, seconded by Trustee Champagne to declare the list submitted (various items) as surplus equipment and send to county auction. All in favor; motion carried.

TRAINING REQUEST – 2016 FDIC INTERNATIONAL CONFERENCE

Trustee Abbott made a motion, seconded by Trustee Champagne to approve the training request to send Erich Schepp to FDIC International Conference, Indianapolis IN, April 18-23, 2016, full conference fee \$675.00, hotel approximately \$1597.05 plus the cost of airfare. All in favor; motion carried.

WTP / CERF

TRAINING REQUEST – ATTEND NETDMR TRAINING

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the training request to send Steve Giarrusso to NetDMR Training at NYSDEC offices, Albany, NY on January 6, 2016; free training session. All in favor; motion carried.

PERMISSION TO ACCEPT STRUCTUAL ENGINEERING PROPOSAL FROM MRB GROUP

Trustee Christensen made a motion, seconded by Trustee Champagne to accept the structural engineering services proposal from MRB Group for the Biogas Flare Unit concrete foundation design for GIGP Project #334, and authorize the Mayor to execute agreement in the amount of \$540.00. All in favor; motion carried.

REQUEST PENALTY BE WAIVED – GONZALES A/C 1043.0

REQUEST PENALTY BE WAIVED - GONZALES A/C 1044.0

The village board asked the Clerk to request additional information from the property owners regarding the sale of the property and whether or not the sewer billing should have been paid by the previous owner during the closing process.

REQUEST PENALTY BE WAIVED – AWERDICK A/C #1116.0

Trustee Champagne made a motion, seconded by Trustee Abbott to waive the \$58.00 penalty fee for John Awerdick, sewer account #1116.0 one time only. All in favor; motion carried.

GIGP #334 – PERMISSION TO RELEASE RETAINAGE

Trustee Christensen made a motion, seconded by Trustee Champagne to release retainage due from EFC and the Village as follows: Dunn & Sgromo \$3,106.21; Henderson Brothers \$18,804.52; and SKD Environmental Systems, LLC \$2,838.75 per the terms of the GIGP contract. All in favor; motion carried.

**BUILDINGS &
GROUNDS**

CNY SHETLAND SHEEPDOG CLUB

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the request for CNY Shetland Sheepdog Club to use Lewis Park for annual match on Sunday, June 12, 2016. All in favor; motion carried.

**AUDIT OF CLAIMS
ABSTRACT 014**

A motion was made by Trustee Christensen and seconded by Trustee Abbott that the claims on Abstract #014 in the amounts of General Fund - \$121,487.47(Vouchers 613 - 651), Sewer Fund - \$18,650.86 (Vouchers 254 - 269), for a total of \$140,138.33 audited and paid. All in favor; motion carried.

**ATTORNEY
REPORT**

Nothing new to report.

**TRUSTEE'S
REPORT**

Trustee Champagne – congratulated the WTP for another excellent inspection at the plant, this one involved flow meters and levels of discharge. Trustee Champagne wished everyone a Merry Christmas and Happy New Year.

Trustee Christensen – announced that Hiram Traveler's raised \$200.00 for Hope 4 Heather organization.

Trustee Abbott – thanked everyone that participated in the Santa Detail.

Trustee Brazill thanked all the departments and employees for their hard work this year and wished everyone happy holiday season.

PUBLIC COMMENT

No comments from the public.

ADJOURNMENT

A motion was made by Trustee Abbott and seconded by Trustee Champagne to adjourn the village board meeting at 7:23pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

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Clerk-Treasurer