

**VILLAGE OF MINOA  
BOARD OF TRUSTEES**

**December 7, 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, Pat Abbott, John Sears

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

**CLERK-  
TREASURER**

***MEETING MINUTES – NOVEMBER 16, 2015***

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the meeting minutes of November 16, 2015. All in favor; motion carried.

***SURPLUS EQUIPMENT – 2010 CHEVROLET TAHOE***

Clerk Treasurer DeVona read aloud the following bids for the sale of 2010 Chevrolet Tahoe (VIN# 1GNUKAE02AR285735):

TLC - \$6,000.00

Sun Chevrolet - \$10,550.00

South Bay Fire Department - \$21,107.00

Trustee Champagne made a motion, seconded by Trustee Abbott to accept the purchase offer from South Bay Fire Department in the amount of \$21,107.00. All in favor; motion carried.

***PERMISSION TO RENEW MEMBERSHIP – ONON CTY ASSOCIATION OF TAX RECEIVERS & COLLECTORS***

Trustee Abbott made a motion, seconded by Trustee Christensen to approve the request to renew Onondaga County Association Tax Receivers and Collectors membership for Clerk-Treasurer DeVona for 2016. All in favor; motion carried.

***RATIFY PRIOR APPROVAL TO SEND ANNUAL REPORT TO ONONDAGA COUNTY CFO***

Trustee Christensen made a motion, seconded by Trustee Abbott to ratify prior approval that pursuant to Onondaga County Resolution #084-2010 the 2015 Village Infrastructure Annual Report as been filed with the Onondaga County Chief Fiscal Officer. All in favor; motion carried.

***RATIFY PRIOR APPROVAL TO SUBMIT 2015-2016 APPLICATION FOR FINANCIAL ASSISTANCE PURSUANT TO VILLAGE INFRASTRUCTURE PROGRAM***

Trustee Abbott made a motion, seconded by Trustee Christensen to ratify prior approval to submit 2015-2016 Application for Financial Assistance pursuant to Onondaga County Resolution #084-2010. All in favor. Motion carried.

***2016 IMA SUBSTANCE ABUSE TESTING AGREEMENT (DOT CONSORTIUM)***

A motion was made by Trustee Champagne and seconded by Trustee Christensen to approve the 2016 IMA Substance Abuse Testing Agreement (DOT Consortium) at a cost of \$72.00 per employee and authorize the Mayor to execute the agreement. All in favor. Motion carried.

***2016 MAINTENANCE SERVICE AGREEMENT - VERDIN***

A motion was made by Trustee Christensen and seconded by Trustee Champagne to approve the 2016 Maintenance Service Agreement for Verdin Bells & Clocks, annual cost \$795.00 for two (2) visits. All in favor. Motion carried.

***2016 OCRRA SOLID WASTE MANAGEMENT SYSTEM AGREEMENT***

Trustee Christensen made a motion, seconded by Trustee Champagne authorizing the Mayor to execute the 2016 OCRRA Solid Waste Management System Agreement with no increase to tipping fees. All in favor; motion carried.

***TREASURERS REPORT – JUNE, JULY, AUGUST 2015***

Trustee Abbott made a motion, seconded by Trustee Christensen accepting the Treasurer's Report for months of June, July and August 2015 as submitted. All in favor. Motion carried.

**AMBULANCE**

***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.

***PURCHASE OFFER FROM WATERS COMMUNITY AMBULANCE***

Trustee Champagne made a motion, seconded by Trustee Abbott to accept the purchase offer of \$2,500.00 for one (1) LP-12 AED from Waters Community Ambulance, Sodus Point. All in favor; motion carried.

**FIRE  
DEPARTMENT**

***CHANGE IN STATUS – RESIGNATION***

Trustee Champagne made a motion, seconded by Trustee Abbott to accept the resignation from Jeremy Mulholland effective immediately. All in favor; motion carried.

***CHANGE IN STATUS – ACTIVE TO ACTIVE LIFE – AL TOMPKINS***

Trustee Christensen made a motion, seconded by Trustee Champagne to approve the change in status from Active to Active Life for Al Tompkins. All in favor; motion carried.

***REQUEST TO USE FIRE STATION #2***

Trustee Champagne made a motion, seconded by Trustee Christensen to ratify prior approval for David Hess to use Fire Station #2 on November 28, 2015, 12pm-4pm for a birthday party. All in favor; motion carried.

***TRAINING REQUEST – ICE WATER RESCUE TRAIN-THE-TRAINER***

Trustee Abbott made a motion, seconded by Trustee Christensen to ratify prior approval to send David Matthes, Jr and Rebecca Schermerhorn to Ice Water Rescue Train-the-Trainer, February 18-21, 2016, Lifesaving Resources, Portland ME at a cost of \$3,850.00. All in

favor; motion carried.

***GRANT SERVICES – TENKATE GRANT SERVICES, LLC***

Trustee Champagne made a motion, seconded by Trustee Abbott to approve using TenKate Grant Services, LLC for grant proposal of a new fire fighting apparatus contingent upon attorney review and committee decision to hold bid process until after grant award has been announced. All in favor; motion carried.

**DPW** ***REQUEST VILLAGE BUY BACK 2015 VACATION TIME – TOM PETTERELLI, MIKE MURNANE, DAN PALMA***

Trustee Christensen made a motion, seconded by Trustee Champagne approve the request for the village to buy back forty (40) hours each of unused 2015 vacation time for Tom Petterelli, Mike Murnane and Dan Palma. All in favor; motion carried.

**WTP / CERF** ***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.

**BUILDINGS & GROUNDS** ***AARP TAX AIDES REQUEST USE OF COMMUNITY ROOM***

Trustee Abbott made a motion, seconded by Trustee Champagne to approve the room request for AARP Tax Aides in the Community Room, every Tuesday, 10:00 am – 3:00pm, February 2, 2016 through April 12, 2016. All in favor; motion carried.

**AUDIT OF CLAIMS ABSTRACT 013** A motion was made by Trustee Christensen and seconded by Trustee Abbott that the claims on Abstract #013 in the amounts of General Fund - \$168,546.56 (Vouchers 560 - 612), Sewer Fund - \$34,876.78 (Vouchers 233 - 253), for a total of \$203,423.34 audited and paid. All in favor; motion carried.

**ATTORNEY REPORT** Reported she will forward by email the draft for the employee handbook revisions for the board to review.

**TRUSTEE'S REPORT** Trustee Champagne – congratulated everyone who worked on the tree lighting; another successful event.  
Trustee Christensen – congratulated those involved in making the tree lighting possible; agrees with Trustee Champagne another successful event.  
Trustee Abbott – reminded everyone the Fire Department elections will be held on Monday, December 14<sup>th</sup> at 7pm. He asked the board to consider decorating Fire Station #2 for the holiday season next year.  
Trustee Brazill thanked all the departments and board members who helped out this year with the annual tree lighting.

**PUBLIC COMMENT** Pat Abbott, 8019 Kirkville Bridgeport Road, asked about a letter he received from OCWA regarding an insurance premium for infrastructure repairs that might be needed from the house to the water connection at the street. He stated he was under the impression that it was not the property owner's responsibility to repair the infrastructure from the house to the street

and that it was the responsibility of OCWA. A discussion took place regarding the letter which had been sent to all customers of OCWA.

John Sears, 103 Main Street stated that when OCWA has a repair under the streets they do not always repair the surface of the roadway as good as the village does and with all the repair work done over the summer there are many areas of the roadway that are uneven.

**ADJOURNMENT**

A motion was made by Trustee Champagne and seconded by Trustee Abbott to adjourn the village board meeting at 7:49pm. All in favor. Motion carried.

Respectfully submitted,

*Lisa L. DeVona*

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Clerk-Treasurer