

**VILLAGE OF MINOA  
BOARD OF TRUSTEES  
February 17, 2015**

**PRESENT:** Mayor Richard Donovan  
Trustee Abbott  
Trustee Brazill  
Trustee Champagne (*Absent*)  
Trustee Christensen  
Clerk Treasurer Lisa DeVona  
Attorney Courtney Hills, Harris Beach, PLLC (*Absent*)

**ALSO PRESENT:** Mike Macko, John Sears, Hayleigh Gowens, County  
Legislator Kevin Holmquist and Tim Burtis

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

**COUNTY  
LEGISLATORS –  
10<sup>TH</sup> DISTRICT  
KEVIN  
HOLMQUIST  
AND  
3<sup>RD</sup> DISTRICT  
TIM BURTIS**

Mayor Donovan welcomed County Legislators' Kevin Holmquist and Tim Burtis to the village board meeting.

County Legislator Kevin Holmquist thanked Mayor Donovan and the board for the opportunity to visit again this year. After a brief update relating to county business he introduced County Legislator Tim Burtis representing the 3<sup>rd</sup> District.

County Legislator Burtis thanked the board for the opportunity to visit the village and meet the board.

Mayor Donovan thanked both legislators for taking the time to visit and invited them to stay for the rest of the meeting.

**2015  
COMMUNITY  
DEVELOPMENT**

Mayor Donovan announced that the 2015 Community Development application had been received and announced that the Village was not within the eligible areas for funding so the village would not be participating in the 2015 application process.

**DPW**

***SURPLUS EQUIPMENT – 25 YEAR OLD FORK LIFT***

Trustee Christensen made a motion, seconded by Trustee Abbott to declare the 25 year old fork lift as surplus and authorize the DPW Superintendent to scrap the equipment. All in favor; motion carried.

**CLERK-  
TREASURER**

***MEETING MINUTES – FEBRUARY 2, 2015***

Trustee Brazill made a motion, seconded by Trustee Christensen to approve the meeting minutes of February 2, 2015 as submitted. All in favor; motion carried.

***TREASURERS REPORT AS OF January 31, 2015***

Trustee Brazill made a motion, seconded by Trustee Abbott to accept the Treasurers Report as of January 31, 2015. All in favor; motion carried.

***2015 DOG CONTROL INTERMUNICIPAL AGREEMENT WITH TOWN OF MANLIUS AND SPCA***

Trustee Christensen made a motion, seconded by Trustee Abbott to approve and authorize the Mayor to execute the 2015 Dog Control Intermunicipal agreement with the Town of Manlius and SPCA in the amount of \$1,500.00 annually. All in favor; motion carried.

**FIRE  
DEPARTMENT**

***MEMORANDUM OF UNDERSTANDING WITH ONONDAGA COUNTY DEPARTMENT OF EMERGENCY MANAGEMENT – RELATIVE TO STORAGE AND DEPLOYMENT OF FOAM TRAILER***

A motion was made by Trustee Brazill, and seconded by Trustee Christensen authorizing the Mayor and the Fire Chief to execute the Memorandum of Understanding with Onondaga County Department of Emergency Management relating to the storage and deployment of foam trailer. All in favor; motion carried.

**WTP / CERF**

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

***GIGP – CHANGE ORDER #5 – PAINT DIGESTER COVER, SAMPLE TAPS ON DIGESTER \$2,064.25***

Trustee Brazill made a motion, seconded by Trustee Abbott to approve Change Order #5 in the amount of \$2,064.25 for the digester cover to be painted and install sample taps. All in favor; motion carried.

***GIGP – CHANGE ORDER #6 – HEAT EXCHANGER – (PENDING)***

***NATIONAL GRID NEW GAS SERVICE PROPOSAL - \$1,026.16***

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the National Grid New Gas Service Proposal in the amount of \$1,026.16 for new gas meter and 77' of 1" plastic supply for hot water tanks for anaerobic digester in Research Building #5. All in favor; motion carried.

**TRUSTEES' REPORT**

Trustee Champagne (*absent*).

Trustee Christensen – nothing new to report.

Trustee Abbott announced the next police committee meeting in March.

Trustee Brazill announced the first concert and classic car show in the park will be May 15, 2015.

**MAYOR'S REPORT**

Mayor Donovan reported on the following:

- Attended the Critical Response Committee Meeting with guest speaker Jim Zymanek Emergency Manager of the Town of Amherst. Mr. Zymanek suggested emergency response plans should include disaster plan, hazardous material and mass casualty plans. Also discussed is the importance of proper documentation in order to receive federal reimbursement; and a CERT (Community Emergency Response Team) which consists of community volunteers and their roles in a disaster response.
- Reported the Climate Smart Committee will soon finalize a plan for the village
- Announced he met with Lt. Governor Kathy Hochul on Thursday, February 12<sup>th</sup> in his office. The meeting lasted approximately thirty-five minutes with discussion about the innovative research being done in the sewer treatment plant. Mayor Donovan stated the Lt. Governor was interested in coming back to the village to tour the plant operations. Also discussed during the meeting were the surrounding creeks and the debris that has built up which creates excessive flooding during rain events.
- Reported he was asked by CenterState to give a presentation regarding election protocol and procedures; for more information on CenterState CEO visit <http://www.centerstateceo.com/>

**AUDIT OF CLAIMS ABSTRACT 18**

A motion was made by Trustee Christensen and seconded by Trustee Abbott that the claims on Abstract #18 in the amounts of General Fund - \$81,590.20 (Vouchers 725 - 763), Sewer Fund - \$9,873.82 (Vouchers 295 - 313), Capital HG - \$131,385.95 (Voucher 006), for a total of \$222,849.97 audited and paid. All in favor. Motion carried.

**PUBLIC COMMENTS**

John Sears, 103 S. Main Street stated he would like it recorded in the minutes that he was the only visitor in attendance that was not on the payroll.

**ADJOURNMENT**

A motion was made by Trustee Abbott and seconded by Trustee Christensen to adjourn the village board meeting at 7:40pm. All in favor. Motion carried.

Respectfully submitted,

*Lisa L. DeVona*

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Clerk-Treasurer