

**VILLAGE OF MINOA
BOARD OF TRUSTEES
February 2, 2015**

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

ALSO PRESENT: Mike McGrew, John Sears

Mayor Donovan opened the village board meeting at 7:00 pm with the Pledge of Allegiance led by Clerk-Treasurer DeVona.

**SOLARIZE CNY -
UPDATE**

Mayor Donovan stated that the village would not be participating in the “Solarize” campaign as presented at the last village board meeting. Round One was open until January 30, 2015 which allowed local governments, school districts and other community partners to participate in Community Solar NY. For more information regarding this campaign please visit <http://ny-sun.ny.gov/Get-Solar/Community-Solar> .

Mayor Donovan stated Camden Renewable Energy Systems will soon submit a draft proposal for a small solar outlay system for the village to consider as a PPD; as more information and the proposal becomes available it will be presented to the board.

**CLERK-
TREASURER**

MEETING MINUTES – JANUARY 5, 2015

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the meeting minutes of January 5, 2015 as submitted. All in favor; motion carried.

TREASURERS REPORT AS OF DECEMBER 31, 2014

Trustee Christensen made a motion, seconded by Trustee Champagne to accept the Treasurers Report as of December 31, 2014. All in favor; motion carried.

ROOM REQUEST – FIRST UNITED METHODIST CHURCH

Trustee Champagne made a motion, seconded by Trustee Brazill to approve the room request from First United Methodist Church for a luncheon to be held on February 22, 2015 from 12:00 noon to 4:00pm. All in favor; motion carried.

WILLIAMSON LAW BOOK – ANNUAL SOFTWARE SUPPORT CONTRACT

Trustee Christensen made a motion, seconded by Trustee Brazill to accept the annual Software Support Contract from Williamson Law Book and authorize the Mayor to sign the contracts in the amount(s) of \$544.50 for Municipal Accounting, \$121.50 for Fixed Assets, \$484.00 for Tax Collection and \$363.00 for Tax Collection. All in favor; motion carried.

LETTER OF SUPPORT – ONONDAGA COUNTY COMMUNITY DEVELOPMENT

Trustee Abbott made a motion, seconded by Trustee Christensen to send a letter of support to Onondaga County Community Development Division for Homeownership Program Grant Application. All in favor; motion carried.

NYMIR PROPERTY APPRAISAL AND BUILDING VALUES

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the NYMIR Property Appraisal building values per Insurance Valuation Report of Tangible Property Assets dated April 11, 2014 as reviewed by Mayor, DPW Superintendent and Plant Operator. All in favor; motion carried.

TRANSFER OF APPROPRIATIONS

Trustee Champagne made a motion, seconded by Trustee Abbott to approve the Transfer of Appropriations as follows:

FROM (DR)			TO (CR)		
ACCOUNT	TITLE	AMOUNT	ACCOUNT	TITLE	AMOUNT
A3410.20	Fire - Rescue Equip	\$ 71.52	A3410.14	Fire - MEO/Mech OT	\$ 71.52
A3410.20	Fire - Rescue Equip	\$ 12.50	A3410.47	Fire - Attorney	\$ 12.50
A3315.4	Special Traffic Programs	\$ 100.00	A1110.40DWI	Village Justice Contr	\$ 100.00
A1990.4	Contingency Acct	\$ 7,842.00	A5142.20	Snow Removal - Equipt	\$ 7,842.00
A8020.1	Planning - PS	\$ 511.25	A8020.42	Planning Annual MS4s	\$ 511.25
A8020.4	Planning Contractual	\$ 375.00	A8020.41	Planning - Stormwater Cons	\$ 375.00
TRANSFER IN APPROPRIATIONS					
SEWER FUND					
FROM	TITLE	AMOUNT	TO	TITLE	AMOUNT
G1990.4	Contingency Account	\$ 1,920.50	G8120.46	Sanitary Sewers - Veh/Equip Repairs	\$ 1,920.50

All in favor; motion carried.

CO-SPONSOR TWO (2) SUMMER CONCERTS WITH TOWN OF MANLIUS

Trustee Brazill made a motion, seconded by Trustee Champagne to co-sponsor two (2) summer concerts with the Town of Manlius Recreation Department; one in July and one in August 2015. All in favor; motion carried.

FIRE DEPARTMENT

PERMISSION TO EXECUTE INTER-MUNICIPAL AGREEMENT WITH VILLAGES OF FAYETTEVILLE AND MANLIUS, TOWNS OF DEWITT AND MANLIUS AND KIRKVILLE FIRE DEPARTMENT

A motion was made by Trustee Abbott, and seconded by Trustee Christensen authorizing the Mayor to execute the Intermunicipal agreement with Village of Manlius, Village of Fayetteville, Town of DeWitt, Town of Manlius and Kirkville Fire Department for the joint purchase of a Fit Test Machine which will be stored at Fayetteville Fire Department and maintenance expenses to be shared by all parties. All in favor; motion carried.

SURPLUS EQUIPMENT

Trustee Abbott made a motion, seconded by Trustee Christensen to declare the following items surplus and to sell or send to county auction:

- One (1) gas PPV Fan, one (1) Electric exhaust Fan, 4" Supply Line thirty-two (32) 50ft lengths, three (3) 100ft lengths, two (2) ½ Hose, thirty-nine 50ft lengths

All in favor; motion carried.

ONONDAGA COUNTY FIRE COALITION – FEBRUARY 28, 2015

Trustee Champagne made a motion, seconded by Trustee Christensen to ratify prior approval to send Mayor, Deputy Mayor and Fire Commissioner to the annual Onondaga County Fire Coalition, February 28, 2015 at Camillus Elks Club, 7:45am to 11:30am. First two representatives are free of charge, each additional person \$8.50. 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 (PENDING)

PERMISSION TO PAY VILLAGE 10% OF PAYMENT REQUEST #2 PER GIGP CONTRACT

Trustee Christensen made a motion, seconded by Trustee Champagne to approve Payment Request #2, per GIGP contract with Henderson Bros. Contracting Inc in the amount of \$13,830.10. All in favor; motion carried.

PERMISSION TO ALLOW CHITTENANGO SCHOOL DISTRICT TEACHERS & STUDENTS USE OF CERF FACILITY FOR ACADEMIC AND RESEARCH CURRICULUM

A motion was made by Trustee Christensen, and seconded by Trustee Champagne to approve Chittenango School District teachers and students the use of CERF Facility for academic and research curriculum as established by the Board of Education for Chittenango School District Board. All in favor; motion carried.

AMBULANCE

SURPLUS EQUIPMENT – STRYKER POWER PRO STRETCHER

Trustee Brazill made a motion, seconded by Trustee Champagne declaring Stryker Power Pro XT Model 6500 (S/N 060640422) as surplus equipment and accept purchase proposal from Tully Fire & Ambulance District in the amount of \$500.00 “as is” condition.

All in favor; motion carried.

CODES ENFORCEMENT

PERMISSION TO ADVERTISE – P/T CODE ENFORCEMENT OFFICER

A motion was made by Trustee Christensen, and seconded by Trustee Abbott to publish classified advertisement for a part-time code enforcement officer. All in favor; motion carried.

PERMISSION TO SEND RICHARD GREENE TO NYSBOC ANNUAL CONFERENCE

A motion was made by Trustee Champagne and seconded by Trustee Abbott to approve the request to send Richard Greene to 10th Annual Educational Conference, NYSBOC Central Chapter, March 31 – April 3, 2015; conference fee \$360.00. All in favor; motion carried.

TRUSTEES’ REPORT

Trustee Champagne reported variable drive has been repaired on the SBR.

Trustee Christensen thanked the DPW crew for a great job with snow removal this morning.

Trustee Abbott asked about renting out the pole barn for private parties and events. A discussion took place regarding a Building Use Agreement form that could be used for pole barn requests when the building was ready for such activity.

Trustee Brazill had nothing new to report.

MAYOR’S REPORT

Mayor Donovan reported on the following:

- Have completed preliminary budget meetings with department heads; Clerk Treasurer DeVona will begin putting the data and information together for first budget workshop.
- Climate Smart Community Committee should finalize the action plan by end of March

ATTORNEY’S REPORT

Nothing new to report.

AUDIT OF CLAIMS ABSTRACT 16

A motion was made by Trustee Christensen and seconded by Trustee Champagne to ratify prior approval to audit and pay the claims on Abstract #16 in the amounts of General Fund - \$113,517.75 (Vouchers 659 - 699), Sewer Fund - \$9,453.51 (Vouchers 264 – 280), for a total of \$122,971.26. All in favor. Motion carried.

AUDIT OF CLAIMS ABSTRACT 17

A motion was made by Trustee Brazill and seconded by Trustee Champagne that the claims on Abstract #17 in the amounts of General Fund - \$39,080.51 (Vouchers 700 - 723), Sewer Fund - \$12,925.96 (Vouchers 281 – 293), for a total of \$52,006.47 audited and paid. All in favor. Motion carried.

PUBLIC

John Sears, 103 S. Main Street inquired about the GIGP contract with Henderson Bros.

COMMENTS

Contracting Inc. and the co-sponsorship with the Town of Manlius for two summer concerts. Mr. Sears asked how much the bands charged for concerts. Mayor Donovan instructed Mr. Sears to contact the Town of Manlius Recreation department for details regarding the two concerts that are scheduled by the town.

ADJOURNMENT

A motion was made by Trustee Christensen and seconded by Trustee Champagne to adjourn the village board meeting at 7:34pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

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Clerk-Treasurer