

**VILLAGE OF MINOA  
BOARD OF TRUSTEES  
March 16, 2015**

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

**ALSO PRESENT:** Mike Macko, DPW Superintendent Tom Petterelli, John Sears

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

**BUILDING &  
GROUNDS**

***2015-2016 FLOWER MAINTENANCE AGREEMENT – T.K. EZZO & SONS***

A motion was made by Trustee Christensen and seconded by Trustee Abbott to approve the 2015-2016 Flower Maintenance Agreement for various locations within the village and authorize the Mayor to execute agreement in the amount of \$3,500.00. All in favor. Motion carried.

**CLERK-  
TREASURER**

***MEETING MINUTES – MARCH 2, 2015***

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

***MEETING MINUTES – MARCH 3, 2015 (Budget Workshop)***

Trustee Christensen made a motion, seconded by Trustee Brazill to approve the meeting minutes of March 3, 2015 as submitted. All in favor; motion carried.

***MEETING MINUTES – MARCH 10, 2015 (Budget Workshop)***

Trustee Christensen made a motion, seconded by Trustee Brazill to approve the meeting minutes of March 10, 2015 as submitted. All in favor; motion carried.

***2015 ANNUAL PERMA CONFERENCE***

Trustee Christensen made a motion, seconded by Trustee Champagne to send Jim Landry to PERMA 2015 Annual Conference, May 21-22, 2015, Lake George and Mayor Donovan for one-day session at no cost to the village. All in favor; motion carried.

***TREASURER’S REPORT – FEBRUARY 28, 2015***

Trustee Abbott made a motion, seconded by Trustee Christensen to accept the Treasurer’s Report for the period ending February 28, 2015 as submitted. All in favor; motion carried.

***BUDGET AMENDMENTS***

Trustee Brazill made a motion, seconded by Trustee Christensen to accept the following budget amendments:

FROM (DR)			TO (CR)		
ACCOUNT	TITLE	AMOUNT	ACCOUNT	TITLE	AMOUNT
A5110.40	Street Main - Misc	\$ 648.00	A5010.4	Street Admin - Contr Exp	\$ 648.00
A1990.4	Contingency	\$ 374.94	A7110.4	Parks Contr Exp	\$ 374.94
A1990.4	Contingency	\$ 1,300.00	A1320.4	Auditor - Contr Exp	\$ 1,300.00

All in favor; motion carried.

***CNYSPCA AGREEMENT***

Trustee Christensen made a motion, seconded by Trustee Champagne to approve the agreement with CNYSPCA, effective April 1, 2015 through December 31, 2015 for the shelter of seized cats at a cost of \$50.00 per animal, contingent upon attorney review. All in favor; motion carried.

**2015-2016 TENTATIVE BUDGET(S)**

Clerk-Treasurer DeVona announced that the 2015-2016 Tentative Budgets for General and Sewer have been filed in the office of the village clerk. Trustee Brazill made a motion, seconded by Trustee Champagne acknowledging the 2015-2016 Tentative Budgets for General and Sewer Funds have been filed with the village clerk. All in favor; motion carried.

**SCHEDULE PUBLIC HEARING – 2015-2016 TENTATIVE GENERAL AND SEWER BUDGETS**

Trustee Champagne made a motion; seconded by Trustee Abbott to schedule the public hearing for 2015-2016 Tentative General and Sewer Fund Budgets on April 6, 2015 beginning at or about 7:01pm. All in favor. Motion carried.

**PERMISSION TO CARRY OVER 87 HOURS OF 2014 VACATION TIME – STEVE GIARRUSSO**

Trustee Champagne made a motion, seconded by Trustee Brazill to approve the request for Steve Giarrusso to carry over 87 hours of 2014 vacation time into fiscal year 2015-16 to be used by October 1, 2015 one-time only due to the on-going GIGP Project construction schedule. All in favor; motion carried.

**CODE OF THE VILLAGE OF MINOA FEE SCHEDULE AMENDMENT**

Trustee Brazill made a motion, seconded by Trustee Christensen to adopt by resolution pursuant to Code of the Village of Minoa section §51-17 new fee schedule to be effective June 1, 2015. All in favor; motion carried.

**WTP / CERF**

**REQUEST SEWER PENALTY BE WAIVED – A/C 3352.0 – EAST SYRACUSE MINOA SCHOOL DISTRICT - \$304.50**

**REQUEST SEWER PENALTY BE WAIVED – A/C 1215.0 – JAMES LAZIO - \$14.50**

**REQUEST SEWER PENALTY BE WAIVED – A/C 3075.0 KOSHY VERGHESE - \$14.50**

Trustee Champagne made a motion, seconded by Trustee Brazill to approve the request to waive the above listed penalties in the amount of \$333.50 one-time only. All in favor; motion carried.

**PERMISSION TO REGISTER WITH NY-ALERT AND DESIGNATE PLANT OPERATOR STEVE GIARRUSSO AS “NOTIFIER”**

A motion was made by Trustee Champagne, and seconded by Trustee Brazill that pursuant to Sewage Pollution Right to Know Act, publicly owned treatment works (POTW) are required to report raw or partially treated sewage discharges within two hours of discovery and NYS DEC requires all POTW’s use NY-Alert system to report such sewage discharges therefore the Mayor is authorized to register with NY-Alert and designate WTP Operator Steve Giarrusso as “notifier” for the village. All in favor; motion carried.

**PERMISSION TO PAY REQUISITION # 11 PER GIGP CONTRACT – SKD ENVIRONMENTAL SYSTEMS, LLC**

Trustee Brazill made a motion, seconded by Trustee Christensen authorizing the Village Clerk-Treasurer to pay the Village 10% (less 5% retainage) of Requisition #11, per EFC GIGP Contract to SKD Environmental Systems, LLC in the amount of \$1,900.00. All in favor; motion carried.

**FIRE DEPARTMENT**

**REQUEST TO USE FIRE STATION #2 – RAY MATTHES**

Trustee Abbott made a motion, seconded by Trustee Champagne to approve the request for David Matthes to use Fire Station #2, April 10, 2015 from 7am – 4pm for a training seminar with Vellano Company. All in favor; motion carried.

**PARTICIPATION IN CITY OF SYRACUSE ST. PATRICK’S DAY PARADE**

Trustee Christensen made a motion, seconded by Trustee Champagne to ratify prior approval to allow the Minoa Volunteer Fire Department to participate in the City of Syracuse St. Patrick’s Day Parade on March 14, 2015 with Engine 13. All in favor; motion carried.

**TRAINING REQUEST – NYSAFC 109<sup>TH</sup> ANNUAL CONFERENCE**

Trustee Champagne made a motion, seconded by Trustee Abbott to approve the training request for Pat Flannery to attend NYSAFC 109<sup>th</sup> Annual Conference, June 17-20, 2015 at the Turning Stone Resort, registration fee \$80.00. All in favor; motion carried.

**AMKUS SERVICE CONTRACT & REFRESHER COURSE TRAINING TOOL**

Trustee Christensen made a motion, seconded by Trustee Champagne to approve the Annual Service Contract with Amkus Service Contract & Refresher Course Tool Training provided by Jerome Fire in the amount of \$2,074.00. All in favor; motion carried.

**TRUSTEES' REPORT**

Trustee Champagne reported the GIGP project is 90% complete with construction, 65% complete with electrical and digester is approximately 10%; and the annual Easter Egg Hunt will take place on April 4<sup>th</sup> at Lewis Park.

Trustee Christensen – nothing new to report.

Trustee Abbott announced the Annual Fireman's Field Days will be held on May 28 – 30, 2015 and the Executive Board would like to meet with the village board again regarding the 2015-16 budget.

Trustee Brazill stated the ESM Little League and ESM Youth Sports have requested the backstop be removed from the field.

**MAYOR'S REPORT**

Mayor Donovan reported on the following:

- Congratulations to John & Adriane Turbeville, 3<sup>rd</sup> place winners of the 2015 Post Standard Masters both female and male divisions
- Attended a Change of Command Syracuse Recruiting Company at Hancock Field
- Congressman Katko visited Minoa Municipal Building on March 12<sup>th</sup>; items discussed were the FEMA flood plan maps, clean up of Limestone and Butternut Creeks; and the aging infrastructure of the village.
- Participated in a press conference with Senator Schumer regarding a recent decision by the federal Department of Housing and Urban Development (HUD) to rescind federal funds that had been promised to local infrastructure projects in Central New York. For more information regarding the issue visit the following page <http://www.schumer.senate.gov/chuck-around-new-york>

**ATTORNEY'S REPORT**

Nothing new to report.

**AUDIT OF CLAIMS ABSTRACT 20**

A motion was made by Trustee Christensen and seconded by Trustee Champagne that the claims on Abstract #20 in the amounts of General Fund - \$154,546.21 (Vouchers 801 - 850), Sewer Fund - \$22,152.99 (Vouchers 327 – 349), Capital Fund - \$19,000.00 (Voucher 1480) for a total of \$176,699.20 audited and paid. All in favor; motion carried.

**PUBLIC COMMENTS**

John Sears, 103 S. Main Street stated he was the only village resident here tonight with 100% empty seats. Mr. Sears asked is the news conference with Senator Schumer was on Channel 9. Mr. Sears inquired about the post office and that he had not received some mail he was expecting. Mr. Sears asked if he could get more information about the creek problem because large amounts of rainfall can create a lot of water in his backyard.

Mayor Donovan suggested he contact the Senator and Congressman's office as well as New York State DEC.

**ADJOURNMENT**

A motion was made by Trustee Champagne seconded by Trustee Abbott to adjourn the village board meeting at 7:41pm. All in favor. Motion carried.

Respectfully submitted,

*Lisa L. DeVona*

Lisa L. DeVona  
Clerk-Treasurer