

**VILLAGE OF MINOA
BOARD OF TRUSTEES**

November 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, Tom Petterelli, Wendy Czajak

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

**FIRE
DEPARTMENT**

EXECUTIVE OFFICERS & MEMBERSHIP

Vice President John Jaramcz read aloud the following:

“Ladies and Gentlemen, we stand before you this evening in a show of solidarity. We are here to witness the signing of the fire contract between the Minoa Fire Department, Village of Minoa and the town of Manlius. We are also here to pledge to provide the highest quality service to our family, friends, neighbors and residents in the village and town.

That being said, we are also here, united, to express our sadness and displeasure with the way the budget process has been handled in the last two years. We want to go on record requesting that both the executive and operational sides of the Fire Department be included in the budget planning process in the future. With 103 years of tradition to guide us, the Minoa Fire Department looks forward to continuing to serve our friends, family and residents. Thank you for your time.”

Mayor Donovan thanked the members and executive board of the Minoa Fire Department for their service and dedication to the community and look forward to a positive and productive relationship with the department.

CHANGE IN STATUS – RESTRICTIVE TO ACTIVE

Trustee Brazill made a motion, seconded by Trustee Abbott to accept the change in membership status for Jordan McCafferty from Restrictive to Active. All in favor; motion carried.

NEW MEMBERSHIP – LEONARD D. MODELEWSKI

Trustee Christensen made a motion, seconded by Trustee Champagne to accept the new Restricted membership application from Leonard D. Modelewski. All in favor; motion carried.

REQUEST TO USE FIRE STATION #2

Trustee Champagne made a motion, seconded by Trustee Abbott to approve Dennie Erard’s request to use Fire Station #2 on November 21, 2015, 2pm-5pm for a birthday party. All in favor; motion carried.

REQUEST TO USE FIRE STATION #2

Trustee Christensen made a motion, seconded by Trustee Champagne to approve Laura (VanMarter) VanLuven request to use Fire Station #2 on December 5, 2015 for a baby shower. All in favor; motion carried.

**CLERK-
TREASURER**

MEETING MINUTES – NOVEMBER 2, 2015

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

RATIFY PRIOR APPROVAL TO HIRE PART TIME LABORER – ANTHONY ALESSANDRELLO

Tabled.

INFORMATIONAL ONLY – TAX FREEZE/GOVERNMENT EFFICIENCY PLAN

Mayor Donovan announced the village received notification from NYS Division of Budget on October 14, 2015 approving the village Tax Freeze/Government Efficiency Plan submitted on May 21, 2015.

INFORMATIONAL ONLY – ANNUAL FINANCIAL REPORT FYE MAY 31, 2015

Clerk-Treasurer DeVona reported the Annual Financial Report for fiscal year ending May 31, 2015 has been filed with the NYS Comptroller's office.

2015-2016 UNPAID VILLAGE TAXES TO THE COUNTY

A motion was made by Trustee Christensen and seconded by Trustee Champagne that the Village Board agrees to return the Tax Warrant for the 2015-2016 Village taxes in the amount of \$67,611.68; which represents \$62,553.37 in original tax, and 8% interest fee of \$5,004.31 and a \$54.00 second notice fee and hereby directs Clerk-Treasurer DeVona to send the list of overdue taxes to the Onondaga County Commission of Finance for collection and the subsequent payment to the village. All in favor; motion carried.

BUILDINGS & GROUNDS

QUOTES RECEIVED FOR BULLET-PROOF SERVICE COUNTER – CLERK'S OFFICE

JMG Glass & Glazing	\$5,500.00
Upstate Insulated Glass Inc	\$8,000.00
Flower City Glass	\$8,447.00

Scope of Project quoted: Level 3 bullet-proof glass with speak hole and pass through drawer to be installed above existing customer service counter located in Clerk's office

Trustee Brazill made a motion, seconded by Trustee Christensen to award the bid to JMG Glass & Glazing, Inc. All in favor; motion carried.

AUDIT OF CLAIMS ABSTRACT 012

A motion was made by Trustee Champagne and seconded by Trustee Abbott that the claims on Abstract #012 in the amounts of General Fund - \$68,216.80 (Vouchers 523 - 559), Sewer Fund - \$11,955.45 (Vouchers 216 - 232), for a total of \$80,172.25 audited and paid. All in favor; motion carried.

ATTORNEY REPORT

Nothing to report.

TRUSTEE'S REPORT

Trustee Champagne - nothing new to report.

Trustee Christensen – nothing new to report.

Trustee Abbott report the Police Committee meeting had been cancelled, December 6th will be the annual tree lighting and December 20 is the Santa Detail for the fire department.

Trustee Brazill asked if anyone wishes to help out with set-up or take-down for the tree lighting event to please contact him.

MAYOR'S REPORT

Mayor Donovan report on his trip to Albany for NYCOM; Legislative Priorities for 2016, Policy issues for 2016, no increase to state aid. Once the NYCOM summary is announced and released it will be forwarded to the village board, also a reminder that the NYCOM Legislative Meeting will be held February 7-8, 2016 in Albany.

EXECUTIVE SESSION – IN

Trustee Christensen made a motion, seconded by Trustees Champagne to enter into Executive Session for the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. All in favor; motion carried.

The board entered into Executive Session at 7:29pm.

**EXECUTIVE
SESSION – OUT**

Trustee Champagne made a motion, seconded by Trustee Christensen to enter Regular Session. All in favor; motion carried.

The board entered into Regular Session at 7:57pm.

CLERK

RATIFY PRIOR APPROVAL TO HIRE PART TIME LABORER – ANTHONY ALESSANDRELLO

Trustee Brazill made a motion, seconded by Trustee Abbott to ratify prior approval to hire part-time laborer, Anthony Alessandrello, effective November 10, 2015 at an hourly rate of \$11.50 for Tuesday and Wednesday trash pick-up. All in favor; motion carried.

ADJOURNMENT

A motion was made by Trustee Champagne and seconded by Trustee Christensen to adjourn the village board meeting at 8:00pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L DeVona

Lisa L. DeVona
Clerk-Treasurer