

**VILLAGE OF MINOA**

**Board of Trustee**

**April 18, 2016**

Mayor Brazill opened the Village Board Meeting at 7:00pm in the Village Board Room, 240 N. Main Street, New York.

**PRESENT:**

Mayor William F. Brazill  
Trustee John M. Abbott  
Trustee John H. Champagne  
Trustee Eric S. Christensen  
Trustee Gregory A. Rinaldi  
Attorney Courtney Hills  
Clerk-Treasurer DeVona  
Attendant Michael Macko

**ALSO PRESENT:** Kat Hutchinson, Jeremy Erard

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

**DPW**

***REQUEST PERMISSION FOR VILLAGE TO PAY J. LANDRY MONTHLY VERIZON DATA CHARGES ON VILLAGE CELL***

Trustee Christensen made a motion, seconded by Trustee Champagne to add data plan to the village Verizon Wireless account to include J. Landry's cell phone and to waive balance due for previous year's data charges in the amount of \$235.00. All in favor; motion carried.

***INFORMATIONAL ONLY – CHIPS FUNDING***

Village received notification that they will receive an additional \$8,871.97 in CHIPS funding for fiscal year 2016-17. Permission to increase 2016-17 budget A3501 in the amount of \$8,871.97. Trustee Christensen made a motion, seconded by Trustee Champagne to increase A3501 in the amount of \$8,871.97 fiscal year 2016-17. All in favor; motion carried.

***SUMMER HOURS***

Trustee Champagne made a motion, seconded by Trustee Abbott to approve the following summer hours for the DPW department:

June 6 – September 2, Monday through Thursday 6AM-3:30PM, Friday 6AM-10AM.  
All in favor; motion carried.

**BUILDINGS &  
GROUNDS**

***ESM HIGH SCHOOL REQUEST PERMISSION TO USE REES FIELD***

Trustee Christensen made a motion, seconded by Trustee Champagne to approve the request for ESM High School to use Rees Field for 7/8 MOD Baseball practices beginning March 7<sup>th</sup> through June 3, 2016. All in favor; motion carried.

***FOR DISCUSSION – FACILITIES USE AGREEMENT***

A discussion took place regarding a Facilities Use Agreement form designed in 2009 and the insurance requirements needed for events such as the request from Jennifer Rose Sweet to use Lewis Park for a benefit on May 7<sup>th</sup>. Attorney Hills recommended Clerk DeVona forward the Facilities Use Agreement to the village's insurance agent for review and to table the request to use Lewis Park until the insurance details can be finalized.

***PERMISSION TO USE BOARD ROOM – AIR1 FOUNDATION***

Trustee Christensen made a motion, seconded by Trustee Champagne to approve the request for Air1 Foundation to use the board room on May 10, 2016 at 10am for their board meeting. All in favor; motion carried.

***2016 EHRlich AGREEMENT***

Trustee Champagne made a motion, seconded by Trustee Abbott to accept the \$4.00 / service increase to the Ehrlich agreement for 2016. All in favor; motion carried.

**CLERK**

***MEETING MINUTES – MARCH 21, 2016***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the meeting minutes of March 21, 2016 as submitted. All in favor; motion carried.

***MEETING MINUTES – APRIL 4, 2016***

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the meeting minutes of April 4, 2016 as submitted. All in favor; motion carried.

***TREASURERS REPORT FOR PERIOD ENDING MARCH 31, 2016***

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the Treasurer's Report for period ending March 31, 2016. All in favor; motion carried.

***TRANSFER OF APPROPRIATIONS***

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the following budget appropriations:



***CERTIFICATION & TRAINING***

Trustee Champagne made a motion, seconded by Trustee Abbott to approve the request to send village representative(s) Emergency Management Certification and Training: Tier3, May 24, 2016 12pm-4pm, Onondaga OEM/EOC in Syracuse; no registration fee for course. All in favor; motion carried.

***PERMISSION FOR CLERK TO ATTEND CNY VILLAGE CLERK MEETING***

Trustee Champagne made a motion, seconded by Trustee Abbott to approve the request for Clerk DeVona to attend the CNY Clerk's & Treasurers Association meeting, April 21, 2016 at 11am, Liverpool Village Hall, no cost. All in favor; motion carried.

***UNCLAIMED/FORFEITED BAIL MONEY***

Trustee Christensen made a motion, seconded by Trustee Abbott that pursuant to NYS Comptroller Justice Court Fund any unclaimed, exonerated bail transferred to the municipality and still unclaimed after a period of six years becomes the property of the municipality and the \$1,800.00 unclaimed bail be appropriated to A7550.4 Celebrations to help with the cost of Friday Night Concert Series. All in favor; motion carried.

***DYLAN ASHBY REQUEST VILLAGE SPONSOR COMMUNITY SERVICE PROJECT – PAINT VILLAGE OWNED PICNIC TABLES***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the request for Dylan Ashby to paint all the village owned picnic tables and the village will purchase the supplies needed to complete the project; paint, brushes, rollers. All in favor; motion carried.

***COMMUNITY SERVICE – ELDERS FORTIN & JORGENSEN***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the request for Elders Fortin and Jorgensen from the Church of Jesus Christ to volunteer for the village and asked Clerk DeVona to oversee the community projects. All in favor; motion carried.

**FIRE  
DEPARTMENT**

***TRAINING REQUEST – LIVE FIRE TOWER BELGIUM COLD SPRINGS***

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the request for Minoa Volunteer Fire Department to attend live fire training in Belgium Cold Springs Fire District, May 2, 2016, 6:30pm – 10pm. All in favor; motion carried.

***PERMISSION TO USE FIRE STATION 1 / ANNUAL CHICKEN BBQ***

Trustee Christensen made a motion, seconded by Trustee Champagne to approve the request for the Mason's to hold their annual chicken barbeque on Memorial Day, May 30, 2016 at Minoa Fire Station 1. All in favor; motion carried.

**WTP / CERF**

***REQUEST PERMISSION TO CARRY-OVER 59 VACATION HOURS – STEVE GIARRUSSO***

Trustee Champagne made a motion, seconded by Trustee Christensen approve the

request for Steve Giarrusso to carry over 59 vacation hours to be used before October 31, 2016. All in favor; motion carried.

**SUMMER HOURS**

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the following summer hours for the DPW department:

June 6 – September 2, Monday through Thursday 6AM-3:30PM, Friday 6AM-10AM.

All in favor; motion carried.

**ATTORNEY  
REPORT**

Nothing new to report.

**TRUSTEES  
REPORT**

Trustee Christensen – nothing new to report.

Trustee Champagne reported the WTP would be pouring concrete foundation for the biogas flare; once that is complete the GIGP will be complete.

Trustee Abbott reported the Police Benevolent Association awards dinner was a great event, and congratulated those who were awarded. Announced the Minoa Field Days will be June 2-4, 2016.

Trustee Rinaldi – nothing new to report.

**MAYOR'S  
REPORT**

Mayor Brazill announced he will be scheduling a meeting with the Fire Chief and the vehicle replacement committee members to discuss Engine 22 on Monday, April 25<sup>th</sup>.

**AUDIT OF CLAIMS  
ABSTRACT 22**

A motion was made by Trustee Christensen and seconded by Trustee Champagne that the claims on Abstract #22 in the amounts of General Fund - \$61,064.30 (Vouchers 975 - 1020), Sewer Fund - \$10,341.36 (Vouchers 414 - 427), for a total of \$71,405.66 audited and paid. All in favor; motion carried.

**PUBLIC  
COMMENT**

Let the record show there were no comments from the public.

**ADJOURNMENT**

Trustee Champagne made a motion, seconded by Trustee Christensen to adjourn the meeting. All in favor; Motion carried.

Mayor Brazill adjourned the meeting at 7:44 pm.

Respectfully submitted,

*Lisa L DeVona*

Lisa L. DeVona

Clerk-Treasurer