

**VILLAGE OF MINOA
BOARD OF TRUSTEES**

January 3, 2017

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

ALSO PRESENT: Mike Macko, Matt McGarrity, Al Tompkins, Andy Oot,
Wendy Czajak, Tom Czajak, Todd Durantini, Jeremy DiBello, Dave Matthes, Jr., Tony Alessandrello, Scot Garland

Mayor Donovan opened the village board meeting at 7:00 pm and led those present with the Pledge of Allegiance.

**SWEARING IN
CEREMONY –
2017 FIRE
DEPARTMENT
EXECUTIVE
BOARD &
OFFICERS**

Mayor Brazill thanked the members and volunteers of the Minoa Fire Department for their time and dedication to the department and the community. He then turned the ceremony over to Fire Commissioner/Trustee Abbott.

Fire Commissioner/Trustee Abbott swore in the following Minoa Fire Department members:

EXECUTIVE BOARD	
TITLE	NAME
President	Pat Flannery
Vice President	Tom Czajak
Secretary	Wendy Czajak
Treasurer	Alan Tompkins
Board of Directors :	Todd Durantini
	Jeremy Erard
	Scot Garland
	Dave Hess
	David Matthes, Jr.
	Chuck Spratt
	Trevor VanAuken
	Erich Schepp

CHIEFS AND LINE OFFICERS	
TITLE	NAME
Chief	Erich Schepp
Deputy Chief	Jeremy Erard
1 st Assistant Chief	Chuck Spratt
Captain Station I	vacant
Captain Station II	Matt McGarrity
Lieutenant Station I	Vacant
Lieutenant Station I	Zack VanAuken
Lieutenant Station II	Andy Moon
Lieutenant Station II	Jeremy DiBello

The village board congratulated the 2016 Minoa Volunteer Fire Department Executive Officers and Line Officers.

**APPOINTMENT –
FIRE POLICE**

NICOLAS ERARD AND WILLIAM BRYANT, JR

Trustee Christensen made a motion, seconded by Trustee Champagne that Nicolas Erard and William Bryant, Jr. be appointed to Fire Police for the Minoa Volunteer Fire Department for a term of one year to expire January 2, 2018. All in favor; motion carried.

CELEBRATION

ANNUAL EASTER EGG HUNT

Trustee Champagne made a motion, seconded by Trustee Christensen to hold the annual Easter Egg Hunt in Lewis Park on April 15, 2017 beginning at 10:30am. All in favor; motion carried.

**CODE
ENFORCEMENT**

PERMISSION TO ATTEND NYSBOC CENTRAL CHAPTER 12TH CONFERENCE

Trustee Champagne made a motion, seconded by Trustee Christensen to approve training request for Mike Murnane to attend NYSBOC Central Chapter 12th Educational Conference, April 4-6, 2017 at the Holiday Inn, Liverpool at a cost of \$360.00 (full conference cost). All in favor; motion carried.

DPW

PERMISSION TO TERMINATE PATRICK BRICE

Trustee Christensen made a motion, seconded by Trustee Abbott to terminate Patrick Bice, part-time Laborer effective December 31, 2016. All in favor; motion carried.

RATIFY PRIOR APPROVAL TO HIRE BEN HESS - PT LABORER

Trustee Champagne made a motion, seconded by Trustee Christensen to ratify prior approval to hire Ben Hess, PT Laborer – Trash Thrower, effective January 3, 2017 at an hourly rate of \$9.70. All in favor; motion carried.

**CLERK-
TREASURER**

MEETING MINUTES – DECEMBER 19, 2016

Trustee Abbott made a motion, seconded by Trustee Christensen to approve meeting minutes for December 19, 2016 as submitted. All in favor; motion carried.

2017 DOT SUBSTANCE USE TESTING SERVICE AGREEMENT WITH NY URGENT CARE PRACTICE AGREEMENT

Trustee Champagne made a motion, seconded by Trustee Abbott authorizing the Mayor to execute the 2017 DOT Substance Use Testing Service Agreement with NY Urgent Care Practice (Five Star OCC Medical), \$72.00 per enrolled employee, January 1st through December 31, 2017. All in favor; motion carried.

**FIRE
DEPARTMENT**

DISCUSSION – COMMUNITY SERVICE CREDIT FOR HIGH SCHOOL STUDENTS

Mayor Brazill thanked Lt. Jeremy DiBello for submitting the request to offer high school students the opportunity to earn community service hours prior to graduating. Mayor Brazill stated the village had the insurance carrier review the proposal from a liability aspect. The following suggestions and recommendation for a program were made:

- Permission slips signed by students and parents holding harmless the village, employees and fire department from any actions, suites, damages, claims or judgments,
- Two unrelated adults should be present at all times and never engage in one-on-one activities,
- Chaperones should be of the same gender as the group of students (both females and males should be present)

- Be prepared for minor cuts, bumps and bruises; legal guardians and/or parents should be contacted immediately for more serious injuries.

Mayor Brazill stated these were just some of the suggestions made by the insurance company. Concerns raised by Fire Department members present at the meeting:

- Who would be responsible for the students in the station if all members needed to respond to a major call
- Who would be responsible for scheduling the group of students and organizing the paperwork involved in the project?

Mayor Brazill stated community service hours could be given for certain events such as the Minoa Field Day's, recruitment or other fund raising events that would allow a member of the department to supervisor the students.

It was agreed upon that the fire department would forward some suggested events to the village and the attorney would draft a permission slip and guidelines for the program.

REMOVE FROM ROLLS – NASIR DARWISH AND RICHARD WRIGHT

Trustee Champagne made a motion, seconded by Trustee Abbott to remove Nasir Darwish and Richard Wright from the membership roll of the Minoa Volunteer Fire Department effective January 3, 2017. All in favor; motion carried.

COURT

FINAL AUDIT REPORT FOR FISCAL YEAR ENDING MAY 31, 2016

Trustee Champagne made a motion, seconded by Trustee Christensen acknowledging receipt of Independent Accountant's Report on Applying Agreed-Upon Procedures for the fiscal year ended May 31, 2016 from The Bonadio Group. All in favor; motion carried.

ATTORNEY'S REPORT

Nothing new to report.

TRUSTEES' REPORT

Trustee Abbott congratulated those Fire Department members who were elected to positions of the department for 2017.

Trustee Rinaldi reported he met with Ryan Home Builders and Minoa Farms developer Elliott Lasky about moving forward with new construction builds on the vacant lots. Discussion included possible village property tax exemptions for the sale of the new construction homes. Mayor Brazill stated he spoke with representative from NYCOM and under Municipal Home Rule Law municipalities can request enactment of special laws relating to property and with the support of Assemblyman Stirpe and Senator DeFrancisco a village property tax exemption on the purchase of new construction homes in the village. Mayor Brazill said he would forward the information to Attorney Hills to review.

No reports were given by Trustees Christensen and Champagne.

MAYOR'S REPORT

Mayor Brazill sadly announced the passing of former village attorney Bob Essig on December 17, 2016; our prayers and thoughts go out to his family.

DISCUSSION – PLACING SEWER RENTS ON VILLAGE TAX BILLS

DISCUSSION – PLACING SEWER RENT CHARGES ON VILLAGE PROPERTY TAX BILLS

A discussion ensued regarding the amount of sewer rent penalties collected over the last seven years in the amount of \$98,021.85. Since the penalty was increased from \$5.00 to 10% on unpaid balances an average of approximately \$20,000 is collected each year. If sewer

rents were placed on the village tax bills the penalty revenue would no longer be realized as the penalty paid on village tax bill would be recorded in general fund. Clerk DeVona stated that if there are residents that wish to pay their sewer rents annually or at the same time their village tax bills are due they can certainly do that as sewer charges can be collected in advance of the February billing.

Trustee Rinaldi made a motion, seconded by Trustee Abbott to cancel the public hearing scheduled for February 6, 2017 and continue with the sewer rent billing as it currently is.

All in favor; motion carried.

**AUDIT OF CLAIMS
ABSTRACT 15**

A motion was made by Trustee Christensen and seconded by Trustee Abbott that the claims on Abstract #015 in the amounts of General Fund - \$102,482.56 (Vouchers 642 - 676), Sewer Fund - \$4,512.94 (Vouchers 266 - 287), for a total of \$106,995.50 audited and paid. All in favor; motion carried.

PUBLIC COMMENT

Erich Schepp, 110 Forestview Lane stated he felt the village board was being self in wanting to keep the revenue from the sewer penalty billing instead of saving the property owners approximately \$20,000.00 in penalties. Todd Durantini, 224 Helfer Lane and Scot Garland, 402 Ferndale Lane stated they were unaware they could pay their sewer rent annually instead of waiting for the second billing.

ADJOURNMENT

A motion was made by Trustee Champagne and seconded by Trustee Abbott to adjourn the village board meeting at 7:49pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

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Clerk-Treasurer