

**VILLAGE OF MINOA**  
**BOARD OF TRUSTEES**  
**June 5, 2017**

**PRESENT:** Mayor William F. Brazill  
Trustee John M. Abbott  
Trustee John H. Champagne  
Trustee Eric S. Christensen  
Trustee Gregory A. Rinaldi  
Clerk Treasurer Lisa DeVona  
Attorney Courtney Hills, Primo & Hills Law Firm

**ALSO PRESENT:** Michael Macko, Chester Waskiewicz, DPW Superintendent  
Tom Petterelli, Donna Miller, Brad Hyde, Barb Sturick, Matt  
Green, Pat Abbott, Steve Giarrusso, Klaus Doelle, David  
Johnson, Louis DiMario

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

**PRESENTATION**

***SKD ENVIRONMENTAL SYSTEMS, LLC***

Steve Giarrusso introduced SKD partners, Klaus Doelle, David Johnson and Lou DiMario. Mr. DiMario, thanked village board for the opportunity to present a public/private joint agreement between SKD and the village. Mr. DiMario stated the Minoa wastewater treatment plant has the potential to take in additional waste without compromising the existing operation and SKD's proposes is to install two (2) used 5,000 stainless steel tanks which would allow private septic haulers to dump waste. Haulers would be required to submit sample testing of contents prior to dumping, contents of the tanks would be slowly released into the system.

Mayor Brazill asked Steve Giarrusso for the business plan and schematic of the proposal as requested by the village board at the last meeting. Steve Giarrusso stated he did not have a business plan to present and apologized for misunderstanding what had been requested. Trustee Champagne asked for a revenue projection for this proposal. Mr. DeMario suggested the village consider charging \$0.06 per gallon and both parties would have 50/50 share in revenue. Trustee Rinaldi asked who would be responsible for the administrative paperwork for the testing, accounts receivable/payable, maintenance and repairs of the stainless steel tanks. Mr. DeMario stated the village would be responsible for those items as SKD would be responsible for purchasing and installing the stainless steel tanks. Trustee Rinaldi asked if the stainless steel tanks were new or used. Mr. DeMario said the tanks were used. Mayor Brazill asked how many septic waste companies operate in Onondaga County. Mr. DeMario couldn't answer that question.

Chester Waskiewicz, 415 Edgerton Street, asked how much will this project cost the taxpayers; and if business is "good" who will purchase the additional tanks for the increased business.

Donna Miller asked the board why they don't consider purchasing the tanks and collecting 100% of the revenue.

Barbara Sturick, Bowman Road, E. Syracuse thanked the board for discussing this project in a public forum, then outlined the following areas of her concerns: 100% of the project

expenses would be the villages responsibility, the department head of Wastewater Treatment Plant is a partner of SKD, LLC, the attorney fees that have already been accrued on this project with the drafting of the agreement, SKD, LLC does not have their own attorney on file, village will be 100% responsible for the maintaince and repairs to the tanks after installation, the project creates conflicts between departments and feels the relationship between the village and SKD, LLC is unethical as it relates to the villages code of ethics.

Attorney Hills stated there is no ethical violation between SKD, LLC and the village because Steve Giarrusso is not an authorized voting member of the board of trustees. Mayor Brazill stated he has spoken to NYCOM board and after their review agree there is no conflict of interest with the relationship with SKD, LLC.

Superintendent Tom Petterelli stated that since the relationship with SKD, LLC began several years ago it is difficult to know if his employees are being asked to work on village projects or SKD projects in the wastewater treatment department as there is no communication between the departments.

Pat Abbott, 8019 Kirkville Road, N. stated he has seen Steve Giarrusso and the other partners of SKD, LLC meeting during the work week which he assumes Steve Giarrusso is on village time clock.

Steve Giarrusso stated Trustee Champagne is notified prior to taking any time off or any meetings that might take place during the day.

Mayor Brazill stated that the past is the past, employees need to respect each other, respect the board; he realizes what the perception is of the village/SKD relationship. He thanked everyone for their comments. The board would review the information received tonight and make a decision at a future board meeting. Everyone that attended tonight will be given notification of the next meeting should they want to attend.

## CODE ENFORCEMENT

### ***ABANDONED PROPERTY - 411 FAY LANE – TAX MAP #006.-08-07.0***

Attorney Hills presented the village board with the following notice pursuant to Village Code 116-4H:

BERNARD J. MELESKI  
SUZANNE MELESKI  
411 FAY LANE, MINOA NY 13116  
TAX PARCEL NO: 006.-08-07.0

**PLEASE TAKE NOTICE** that the Village Clerk of the Village of Minoa, County of Onondaga, pursuant to Village Code §116-5B hereby serves written notice upon the owner, occupant or any person having control of the above-referenced lot or land to comply with the provisions of Village Code §§116-4H, more specifically as follows:

“The owner of real property in the Village shall ensure that such real property shall not violate any other provision of Village Code, New York State or federal statutes or regulations promulgated there under and which include requirements or standards relative to the maintenance, repair, use, condition or related circumstance of real property, and including specifically, but without limitation, the New York Property Maintenance Code and other NYS Uniform Code provisions referenced/incorporated therein.”

After inspection on June 1, 2017, the Village of Minoa Code Enforcement Officer has determined that premises is in violation of the Property Maintenance Code of New York State (**Chapter 3 Minimum Conditions, Section 301 General, ¶301.3 Vacant structures and land** - *All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition as provided herein so as not to cause a blighting problem or adversely affect the public health or safety*). More specifically, the premises appears to be vacant and unsecured (unlocked doors and windows), and there appears to be a broken water pipe resulting in an accumulation of standing water and other debris in the basement and the premises.

**PLEASE TAKE FURTHER NOTICE**, that pursuant to Village Code §§116-5B, where the violations are of such a nature as to constitute an imminent or immediate and serious threat to

human health, or safety or of significant property damage, unless abated immediately or on shorter notice than otherwise permitted herein, the Village may either summarily and immediately cause the violation to be abated and/or order the owner to immediately correct the violation and, upon failure to do so within any time frame established, in the Village Board's own discretion, the condition may be abated otherwise pursuant and subject to the provisions of Chapter 116 of the Village Code. Accordingly the Village of Minoa Board of Trustees determined at its June 5, 2017 that such violation is of such a nature as to constitute an imminent or immediate and serious threat to human health, or safety or of significant property damage, unless abated immediately or on shorter notice than otherwise permitted herein. And after determining the Village Code Enforcement Officer attempted diligently and on good faith, and including by telephone, to contact the owner, occupant or any person having control of the above-referenced premises to bring the premises in compliance with the provisions of Village Code §§116-4H, the Village Board ordered the premises be secured immediately upon the service of this Notice, unless such time shall be extended by the Village or by order of a court of competent jurisdiction.

**PLEASE TAKE FURTHER NOTICE** that the Village is authorized to assess an actual expense thereof as certified by the Code Enforcement Officer plus 30% of such expense against the land on which the premises are located and to levy and collect same as provided in §116-7 of the Village of Minoa Code. The Village may also pursue any other rights, remedies and penalties as provided for under the Village Code.

Trustee Abbott made a motion, seconded by Trustee Champagne to authorize attorney to send notice pursuant to Village Code 116-5B and Code Enforcement officer to obtain quotes to secure structure if no response from property owners is received. All in favor; motion carried.

**CLERK-  
TREASURER**

***MEETING MINUTES – MAY 15, 2017***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the meeting minutes of May 15, 2017. All in favor; motion carried.

***DISCUSSION – GREENHOUSE DEDICATION***

Trustee Champagne made a motion, seconded by Trustee Christensen to dedicate new greenhouse “Donovan’s Greenhouse” after the former Mayor Richard J. Donovan. All in favor; motion carried.

***DISCUSSION – EMPLOYEE PERFORMANCE EVALUATIONS***

A discussion took place regarding how often should employee performance evaluations be done; it was decided to continue with the annual performance evaluations in January of each year.

***WORKERS COMP ALLIANCE RENEWAL – 6/1/2017 – 5/31/2018***

Trustee Champagne made a motion, seconded by Trustee Abbott to approve the 6/1/2017 Workers Comp Alliance renewal in the amount of \$134,270 (Volunteer Firefighters \$82,379 and Municipal Employees \$51,891). All in favor; motion carried.

***REQUEST PERMISSION TO APPLY FOR EXTENSION WITH NYS COMPTROLLER – ANNUAL AUD FOR FISCAL YEAR ENDING MAY 31, 2017***

Trustee Champagne made a motion, seconded by Trustee Christensen approving the Clerk-Treasurers request to apply for an extension to file Annual Updated Document for fiscal year ending May 31, 2017. All in favor; motion carried.

**DPW / WTP**

***ESTABLISH SALE PRICE FOR T1, T2, T8***

Trustee Rinaldi made a motion, seconded by Trustee Champagne made a motion to establish minimum sale price for the following vehicles::

2002 International Dump (T8) - \$20,000

2005 International Dump (T1) - \$25,000

2014 Western Dump Truck (T2) - \$125,000

All in favor; motion carried.

When the new vehicles are received (late fall early winter) these will be marked as surplus equipment and sold.

***CONTRACT RENEWAL – ONONDAGA COUNTY DOT – SNOW REMOVAL***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the October 2017 through May 31, 2022 contract for control of snow and ice conditions on County Roads in the Village at a flat per mile rate of \$7,287.00 in 2018 and 2% increase each subsequent year until May 31, 2022. All in favor; motion carried.

**WTP**

***RICCELLI ENTERPRISES, INC***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve and authorize the Mayor to Execute the June 1, 2017 – May 31, 2018 contract with Riccelli Enterprises, Inc hauling rate \$63.75 for solid sludge removal and disposal at Seneca Meadows Landfill. All in favor; motion carried.

***LIFE SCIENCE LABORATORIES, INC.***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the Analytical Testing Services for Life Science Laboratories, Inc for approximately \$5,484.00 for 72 samples. All in favor; motion carried.

***SUNY ESF RESEARCH PROJECT – ALEXANDER HENWOOD AND SAMUEL DUDEVSKI***

Trustee Christensen made a motion, seconded by Trustee Champagne to approve the undergraduate students, Alexander Henwood and Samuel Dudevski to conduct research project at WTP/CERF, June 15, 2017 through December 15, 2017 for testing of plant remediation system approximately once or twice a week with materials to be provided by SUNY ESF; contingent upon confidential nondisclosure agreements being signed by students. All in favor; motion carried.

**FIRE DEPARTMENT**

***NYS AFC 111<sup>TH</sup> ANNUAL FIRE CONFERENCE***

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the request for Matt McGarrity and Tim Visser to attend the NYS AFC 111<sup>th</sup> Annual Fire Conference, June 14 – 17, 2017 at Turning Stone Resort for full conference fee \$80/pp. All in favor; motion carried.

***NEW MEMBERSHIP – COLIN GARCEAU***

Trustee Champagne made a motion, seconded by Trustee Abbott to approve the new membership application of Colin Garceau, 5 Wetford Road, DeWitt, NY. All in favor; motion carried.

***NEW MEMBERSHIP – CADEY ENGINERI***

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the new membership application of Cadey Engineri, 121 East Avenue, Minoa, NY. All in favor; motion carried.

***NEW MEMBERSHIP – SKYLAR POULETTE***

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the new membership application of Skylar Poulette, 6419 Fremont Road, E. Syracuse NY. All in favor; motion carried.

***LIVE BURN TRAINING – BELGIUM COLD SPRINGS***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the live burn training request at Belgium Cold Springs, June 12, 2017; \$240.00. All in favor; motion carried.

***VERONA PARADE – JUNE 10, 2017***

Trustee Abbott made a motion, seconded by Trustee Christensen to approve the request for fire department to attend Verona Parade, June 10, 2017 with one piece of apparatus. All in favor; motion carried.

**AUDIT OF CLAIMS  
ABSTRACT 025  
FISCAL YEAR  
2016-17**

A motion was made by Trustee Christensen and seconded by Trustee Champagne that the claims on Abstract #025 in the amounts of General Fund - \$34,206.15 (Vouchers 1074 - 1104), Sewer Fund - \$26,865.15 (Vouchers 468 - 482), Capital HB Fund - \$799.24 (Voucher 3) for a total of \$61,870.54 audited and paid. All in favor; motion carried.

**AUDIT OF CLAIMS  
ABSTRACT 001  
FISCAL YEAR  
2017-18**

A motion was made by Trustee Christensen and seconded by Trustee Champagne that the claims on Abstract #001 in the amounts of General Fund - \$82,302.48 (Vouchers 001 - 033), Sewer Fund - \$1,878.46 (Vouchers 001 - 012), for a total of \$84,180.94 audited and paid. All in favor; motion carried.

**ATTORNEY'S  
REPORT**

Nothing new to report.

**TRUSTEES'  
REPORT**

Trustee Abbott –reported the fireman’s field days went well and thanked all the volunteers who came out to help; also reported training has begun on new Engine 22 which arrived last week.

Trustee Rinaldi congratulated the fire department on another successful field day.

Trustee Christensen stated although this year’s Memorial Day Parade was cancelled due to weather he offered special thanks to Lance Stolp, VFW Post 9596 Color Guard, Chad Waybright and George Toper for their participation in the Memorial Day parade; unfortunately the weather didn’t cooperate and the parade was cancelled. Trustee Christensen also extended a thank you to the following individuals for their participation in the Minoa Fireman’s Parade held on June 4, 2017: Ava Beers, Kate Callahan, Joe Federico, Ben Richardson, Henry Callahan, Tracey Callahan and Marlene Christensen.

Trustee Champagne reported 50% of the security cameras have been installed and the next CRC meeting will be held June 6, 2017 at 6pm.

**MAYOR'S REPORT** Mayor Brazill reported on County Executive Shared Service meeting held at Onondaga Community College pursuant to Governor Cuomo's directive to reduce property taxes. The County-Wide Shared Services Initiative requires county officials to develop localized plans that find property tax savings by coordinating and eliminating duplicative services and propose coordinated services to enhance purchasing power. For more information, visit <https://www.ny.gov/programs/shared-services-initiative>

**PUBLIC COMMENT** No comments.

**ADJOURNMENT** A motion was made by Trustee Champagne and seconded by Trustee Christensen to adjourn the village board meeting at 9:17pm. All in favor. Motion carried.

Respectfully submitted,

*Lisa L. DeVona*

Lisa L. DeVona  
Clerk-Treasurer