

**DISTRIBUTION LIST**  
**Ronald Cronk, Trustee**  
**Koagel & Vincentini**  
**Minoa Library**

**VILLAGE OF MINOA**  
**BOARD OF TRUSTEES**  
**October 17, 2011**

The regularly scheduled meeting of the Village Board of the Village of Minoa was held at the Municipal Building in the Village Board Room, 240 N. Main St, on October 17, 2011.

PRESENT: Mayor Richard Donovan  
Deputy Mayor Brazill  
Trustee Champagne  
Trustee Christensen  
Trustee Cronk  
Attorney Steve Primo  
Clerk-Treasurer DeVona  
Kenneth Adams  
Kenneth Caskinett  
Attendant Michael Macko

ALSO

PRESENT: Al Kalfass, Dennis Erard, John Sears, Tom Petterelli, Ed Theobald, Patrick Flannery, John Jarmacz, Jeremy Erard, Sandy Schepp, S. McGarrity, Erich Schepp, S. Garland, Matt McGarrity, D.J. Goodson, Chris Smith, Pat Abbott, Ryan Ammann, Ray Dill, Joseph Paul, Michael Nesci, John Barattini, Dale Bechtel, Pat Herrick, Sarah Berg, Chris Berg, Walter McGarrity, Michael Pfeiffer

Mayor Donovan opened the meeting at 6:00 p.m. with the Pledge of Allegiance led by Trustee Christensen.

**EXECUTIVE  
SESSION  
IN**

A motion was made by Trustee Christensen and seconded by Trustee Cronk to enter into Executive Session at 6:02pm 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; specifically the Minoa Fire Department and Ambulance Department. All in favor. Motion carried.

Mayor Donovan invited Al Kalfass, Ed Theobald, Michael Pfeiffer, all full and part-time employees of the Ambulance Department, Line Officers and Executive Officers of the Fire Department into Executive Session.

**EXECUTIVE  
SESSION  
OUT**

A motion was made by Trustee Brazill and seconded by Trustee Cronk to come out of Executive Session at 6:48pm. All in favor. Motion carried.

At 6:48pm Mayor Donovan announced the board would take a ten minute break.

Mayor Donovan reconvened the meeting at 7:02pm.

## **AMBULANCE**

Trustee Brazill made a motion, seconded by Trustee Champagne to ratify the earlier poll of board members electing to, pursuant to Section 23.1 of the collective bargaining agreement disband the employee work force of the Minoa Ambulance Service effective as of October 17<sup>th</sup>, 2011 at 7:20pm, opting to contract with WAVES for Tier 2 services to include the provision by WAVES of their employees to provide such services, and the announcement to employees of the board's decision at the earlier executive session; accordingly the Mayor is authorized to execute and deliver Amendments #1 and #2 of the agreement with WAVES, substantially in form presented by the Village Attorney, to cause notice to the employees as required by law or as otherwise determined by the Mayor to be given, and to perform any other acts reasonable or necessary to effect the foregoing. All in favor. Motion carried.

## **PUBLIC HEARING – LOCAL LAW # 5 RELATIVE TO FIRE DEPARTMENT OPERATIONS**

Upon due notice to all members of the Village Board, a Public Hearing was held on Monday, October 17, 2011 at 7:02 p.m. at the Municipal Building, 240 N. Main Street, Minoa, NY. The purpose was to consider the enactment of Local Law #5 for 2011 relative to the Fire Department Operations.

## **PROOF OF PUBLICATION**

A motion was made by Trustee Christensen and seconded by Trustee Champagne agreeing to waive the reading of the Proof of Publication of Public Hearing. All in favor. Motion carried.

## **PURPOSE OF PUBLIC HEARING**

The purpose of this local law is to amend certain existing provisions of the Village of Minoa Code and to establish new rules and regulations relative to the Village of Minoa Fire Department. More specifically, the present Village Code provisions provide only limited provisions related to disciplinary proceedings conducted by the Board of Trustees. The existing Village Code also provides no provisions relative to procedures for purchasing by and for the Fire Department.

## **COMMENTS FROM THE VILLAGE BOARD**

No comments.

## **PUBLIC COMMENTS**

Erich Schepp, 110 Forestview Lane, asked why the Fire Department By-Laws would have to go through the Public Hearing process. Attorney Primo answered that it was in the best interest of the Village Board and the Fire Department to review the By-Laws.

Sandy Schepp, town board member and town resident, asked why it was so difficult for her office to obtain a copy of the local law today. Mayor Donovan stated the office was extremely busy with activity in preparation for tonight's meeting and apologized for any delay. Ms. Schepp asked what was amended and or new in the local law.

Trustee Brazill stated the village board has been working on this local law for at least a year and basically it is how we, the village board and the Fire Department, have always operated and handled things, it has never been put in writing and adopted into our code. Ms. Schepp referenced Article VII(1), and asked if something had happened to request that routine training seek approval at least ten (10) days prior to training event.

Mayor Donovan stated the advanced notice was for insurance purposes. Ms. Schepp stated from an outside observation it appears the Fire Department is being micro-managed by the village board.

John Sears, 103 S. Main Street, stated there seems to be an issue with transparency and wanted to know if this public hearing was properly noticed and was it available on the website. Attorney Primo stated the Local Law is not placed on the website until after it is adopted, however copies can be obtained in the village office upon request.

**CLOSE PUBLIC HEARING**

Trustee Champagne made a motion, seconded by Trustee Christensen to close the public hearing. All in favor. Motion carried.

Mayor Donovan closed the public hearing at 7:20pm.

**MEETING MINUTES**

Trustee Christensen made a motion, seconded by Trustee Brazill to approve the meeting minutes of September 19, 2011. All in favor. Motion carried.

Trustee Christensen made a motion, seconded by Trustee Brazill to approve the meeting minutes of October 3, 2011. All in favor. Motion carried.

**ADOPTION – LOCAL LAW # 5 RELATIVE TO FIRE DEPARTMENT**

Trustee Brazill made a motion, seconded by Trustee Cronk to adopt Local Law # 5 – Relative to Fire Department Operations. All in favor. Motion carried.

**NOVEMBER 8, 2011 GENERAL ELECTION**

Trustee Christensen made a motion, seconded by Trustee Champagne to allow the Onondaga County Board of Elections the use of the Village Municipal Building for the November 8, 2011 election. All in favor. Motion carried.

**\$217,000 NEW BAN**

Trustee Brazill made a motion, seconded by Trustee Cronk to ratify prior approval to award JP Morgan Chase (lowest bidder) with an interest rate of 1.40% for the new \$217,000.00 BAN. All in favor. Motion carried. Solvay Bank was the only other bidder at 1.45%.

**MINOA FARMS UPDATE**

Mayor Donovan stated he spoke with the village engineer regarding the request for the developer to move forward, at their own risk, with the paving of Section 4 which would complete the loop from Beresford Lane to Kensington High Street.

**ANNUAL AUDIT REVIEW**

For informational purposes, Clerk-Treasurer DeVona the annual audit review, conducted by Koagel & Vincentini, was complete and the Annual Updated Document will be filed with the state this week. A copy of the financial report is available for review.

**FIRE DEPARTMENT**

***FOR CONSIDERATION – BID SPECIFICATIONS FOR NEW ENGINE***

Trustee Brazill made a motion, seconded by Trustee Cronk to put bid specifications out for a new triple combination pumper with a bid opening on November 28, 2011 at 12:00pm noon. Trustees Brazill, Cronk, Christensen, voting aye; Trustee Champagne voting nay. Motion carried.

**CODE ENFORCEMENT**

Nothing new to report.

**WWTF – CERF**

Nothing new to report.

**DPW**

Nothing new to report.

**TRUSTEES’ REPORT**

Trustee Champagne – Nothing new to report.

Trustee Christensen – Nothing new to report.

Trustee Cronk – Nothing to report.

Trustee Brazill asked that if anyone had any suggestions or ideas for the 100<sup>th</sup> Anniversary celebration for the village he would pass them along to the committee.

**MAYOR’S REPORT**

Mayor Donovan reminded the board that NYCOM will give a Tax Cap Presentation on Thursday, October 20, 2011 beginning at 4:00 pm in Solvay and the State Comptroller’s office will give a Tax Cap Presentation to the Clerk’s Association on Thursday, October 27, 2011 in Liverpool.

**AUDIT CLAIMS**

A motion was made by Trustee Champagne and seconded by Trustee Christensen that claims on Abstract #010 in the amounts of General Fund - \$96,331.23 (Vouchers 369 - 412) and Sewer Fund – \$19,655.59 (Vouchers 140 - 153) for a total of \$115,986.82 be audited and paid. All in favor. Motion carried.

**PUBLIC COMMENTS**

Ed Theobald, 204 East Avenue thanked Mayor Donovan for inviting him into Executive Session and at first glance it appears everything falls into agreement with the Town Fire Contract and it is always nice to realize a savings.

John Sears, 103 South Main Street, how much will a copy of the ambulance agreement cost? Why is there extra police coverage here tonight? How much will it cost the village? How called the television stations here tonight?

Mayor Donovan stated copies of the agreement can be obtained with a foil request and it would be 25 cents a copy. Additional security was requested for tonight’s meeting because of the nature of business on the agenda and to keep a safe and secure environment for everyone attending the meeting this evening. Mayor Donovan said he did not know who called the television stations.

**ADJOURNMENT**

A motion was made by Trustee Christensen and seconded by Trustee Champagne that the Village Board Meeting be adjourned at 7:35pm. All in favor. Motion carried.

Respectfully submitted,

*Lisa DeVona*

Lisa L. DeVona

Clerk-Treasurer