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VILLAGE OF MINOA
BOARD OF TRUSTEES
AUGUST 30, 2012

The special 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 August 30, 2012.

PRESENT: Mayor Richard Donovan
Trustee Abbott
Trustee Brazill
Trustee Champagne
Attorney Primo
Clerk-Treasurer DeVona

ABSENT: Trustee Christensen

ALSO John Sears

PRESENT:

Mayor Donovan opened the meeting at 12:00 p.m. with the Pledge of Allegiance led by Trustee Brazill.

MEETING MINUTES – JULY 31, 2012

Trustee Abbott made a motion, seconded by Trustee Brazill to accept the meeting minutes of July 31, 2012 as presented. All in favor. Motion carried.

MEETING MINUTES – AUGUST 13, 2012

Meeting minutes were tabled because there was not a quorum of board members that attended the August 13, 2012 meeting.

BUDGET TRANSFERS – FISCAL YEAR 2011-2012

Trustee Brazill made a motion, seconded by Trustee Abbott to approve the following budget transfer for fiscal year ending May 31, 2012. All in favor. Motion carried.

TRANSFER IN APPROPRIATIONS - GENERAL FUND					
FROM ACCOU NT	TITLE	AMOUNT	TO ACCOU NT	TITLE	AMOUNT
A1110.13	Personal Services – Baliff	\$ 6.85	A1110.42	Village Justice - Fees/Judicial Training	\$ 6.85
A1110.13	Personal Services – Baliff	\$ 282.56	A1110.45	Village Justice - Internet	\$ 282.56
A1990.4	Contingent Account	\$ 1,766.71	A1210.4	Mayor - Contractual Expenses	\$ 1,766.71
A1325.1	Clerk-Treasurer - Personal Services	\$ 5,240.90	A1325.40	Clerk-Treasurer - Contractual	\$ 5,240.90
A1325.1	Clerk-Treasurer - Personal Services	\$ 1,567.66	A1325.41	Clerk-Treasurer - Newsletter	\$ 1,567.66

A1325.401	Clerk-Treasurer – Website	\$ 400.00		A1325.43	Clerk-Treasurer - Internet Service	\$ 400.00
A1325.44	Clerk-Treasurer – Postage	\$ 478.38		A1325.43	Clerk-Treasurer - Internet Service	\$ 478.38
A1325.47	Clerk-Treasurer- Mtg/Training	\$ 887.45		A1325.46	Clerk-Treasurer - Office Supplies	\$ 887.45
A1440.4	Engineering/Arch	\$ 1,614.84		A1420.4	Law - Contractual	\$ 1,614.84
A1450.4	Election – Contractual	\$ 87.75		A1450.1	Election - Personal Services	\$ 87.75
A1620.41	Buildings - Cleaning Services	\$ 113.98		A1620.40	Buildings - Misc. Contractual	\$ 113.98
A3410.49	Fire - Bldg & Utilities	\$ 14,746.33		A3410.20	Fire - Equipment	\$ 14,746.33
A3410.49	Fire - Bldg & Utilities	\$ 9,920.47		A3410.22	Fire - Training Equip	\$ 9,920.47
A3410.49	Fire - Bldg & Utilities	\$ 6,588.07		A3410.40	Fire - Misc Contract	\$ 6,588.07
A3410.48	Fire - Medical Exams	\$ 1,392.44		A3410.42	Fire - Insurance	\$ 1,392.44
A3410.44	Fire - Radio Repairs	\$ 4,154.90		A3410.43	Fire - Vehicle Repairs	\$ 4,154.90
A3410.46	Fire – Training	\$ 4,445.15		A3410.43	Fire - Vehicle Repairs	\$ 4,445.15
A3410.46	Fire – Training	\$ 1,239.34		A3410.40	Fire - Misc Contractual	\$ 1,239.34
A3410.45	Fire - Bldg & Utilities	\$ 688.01		A3410.41	Fire - Oil, Lubes	\$ 688.01
A4540.10	Ambulance – Paramedic	\$ 93,400.74		A4540.40	Ambulance - Misc. Contractual	\$ 93,400.74
A4540.11	Ambulance – Overtime	\$ 16,473.13		A4540.40	Ambulance - Misc. Contractual	\$ 16,473.13
A4540.12	Ambulance - Part-time	\$ 6,277.08		A4540.40	Ambulance - Misc. Contractual	\$ 6,277.08
A4540.13	Ambulance - Holiday Pay	\$ 9,067.68		A4540.40	Ambulance - Misc. Contractual	\$ 9,067.68
A4540.14	Ambulance – EMT	\$ 64,432.85		A4540.40	Ambulance - Misc. Contractual	\$ 64,432.85
A4540.15	Ambulance - EMT Overtime	\$ 12,530.77		A4540.40	Ambulance - Misc. Contractual	\$ 12,530.77
A4540.16	Ambulance - EMT-PT	\$ 5,838.88		A4540.40	Ambulance - Misc. Contractual	\$ 5,838.88
A4540.17	Ambulance - Paramedic Supervisor	\$ 37,795.06		A4540.40	Ambulance - Misc. Contractual	\$ 37,795.06
A4540.18	Ambulance - Mechanic OT	\$ 2,212.19		A4540.40	Ambulance - Misc. Contractual	\$ 2,212.19
A4540.19	Ambulance - Mechanic	\$ 53.16		A4540.40	Ambulance - Misc. Contractual	\$ 53.16
A4540.20	Ambulance – Equipment	\$ 5,983.20		A4540.40	Ambulance - Misc. Contractual	\$ 5,983.20
A9030.81	Social Security – EMT	\$ 18,560.52		A4540.40	Ambulance - Misc. Contractual	\$ 18,560.52
A9040.81	Workmans Comp – EMT	\$ 5,736.89		A4540.40	Ambulance - Misc. Contractual	\$ 5,736.89
A9045.81	Life Insurance – EMT	\$ 506.40		A4540.40	Ambulance - Misc. Contractual	\$ 506.40
A9045.82	Life Insurance – Mechanic	\$ 30.40		A4540.40	Ambulance - Misc. Contractual	\$ 30.40
A9055.81	Disability Insurance – EMT	\$ 1,872.98		A4540.40	Ambulance - Misc. Contractual	\$ 1,872.98
A9060.81	Hosp & Medical Insurance - EMT	\$ 38,134.00		A4540.40	Ambulance - Misc. Contractual	\$ 38,134.00
A4540.42	Ambulance – Insurance	\$ 3,387.74		A4540.43	Ambulance - Vehicle Repairs	\$ 3,387.74
A4540.45	Ambulance - Blg & Utilities	\$ 418.00		A4540.44	Ambulance - Radio Repairs & Service	\$ 418.00
A4540.42	Ambulance – Insurance	\$ 5,865.06		A4540.47	Ambulance - Attorney	\$ 5,865.06
A4540.46	Ambulance - Medical Training	\$ 3,453.69		A4540.47	Ambulance - Attorney	\$ 3,453.69
A4540.49	Ambulance – Commission	\$ 7,297.46		A4540.48	Ambulance - Supplies	\$ 7,297.46
A4540.46	Ambulance - Medical Training	\$ 200.81		A4540.48	Ambulance - Supplies	\$ 200.81
A1990.4	Contingent Account	\$ 515.81		A4540.40	Ambulance - Misc. Contractual	\$ 515.81
A5410.4	Sidewalks	\$ 3,000.00		A5182.4	Street Lighting	\$ 3,000.00
A8160.41	Refuse & Garbage - Oil & Lubes	\$ 1,401.00		A8160.42	Refuse & Garbage - Insurance	\$ 1,401.00
A8160.45	Refuse & Garbage - Grinding	\$ 6,941.78		A8160.47	Refuse & Garbage - Vehicle Repair	\$ 6,941.78
A4540.41	Ambulance - Oil, Lubes	\$ 1,219.08		A4540.40	Ambulance - Misc. Contractual	\$ 1,219.08
A4540.45	Ambulance - Blg & Utilities	\$ 2,550.71		A4540.40	Ambulance - Misc. Contractual	\$ 2,550.71
A4540.46	Ambulance - Medical Training	\$ 1,031.58		A4540.40	Ambulance - Misc. Contractual	\$ 1,031.58
A5010.11	Street Admin – OT	\$ 2,548.35		A5010.10	Street Admin - Regular	\$ 2,548.35
A51620.41	Buildings - Cleaning Svcs	\$ 1,537.25		A1640.2	Central Garage - Equipment	\$ 1,537.25
A1620.42	Buidings – Security	\$ 101.24		A1640.2	Central Garage - Equipment	\$ 101.24
A1620.45	Building - National Grid	\$ 3,795.07		A1640.2	Central Garage - Equipment	\$ 3,795.07
A1640.11	Central Garage - Mechanic OT	\$ 1,283.88		A1640.2	Central Garage - Equipment	\$ 1,283.88
A1640.42	Central Garage – Insurance	\$ 422.80		A1640.2	Central Garage - Equipment	\$ 422.80
A1640.44	Central Garage – Utilities	\$ 1,024.60		A1640.2	Central Garage – Equipment	\$ 1,024.60
A1640.44	Central Garage – Utilities	\$ 298.91		A1640.40	Central Garage - Misc. Cont	\$ 298.91
A1640.46	Central Garage – Training	\$ 882.02		A1640.45	Central Garage Building Upkeep	\$ 882.02
A7180.41	Ice Rink & Equipment	\$ 1,500.00		A1640.40	Central Garage - Misc Cont	\$ 1,500.00
A8160.40	Refuse & Garbage - Tipping Fees	\$ 1,723.08		A1640.40	Central Garage - Misc Cont	\$ 1,723.08

A8160.41	Refuse & Garbage - Oil & Lubes	\$ 126.87	A1640.40	Central Garage - Misc Cont	\$ 126.87
A8160.11	Refuse & Garbage – OT	\$ 3,000.00	A1640.41	Central Garage - Oil & Lubes	\$ 3,000.00
A8540.4	Drainage	\$ 1,481.78	A1640.41	Central Garage - Oil & Lubes	\$ 1,481.78
A8510.4	Community Beautification - Misc	\$ 2,336.72	A1640.43	Central Garage – Repairs	\$ 2,336.72
A8160.10	Refuse & Garbage - Personal Service	\$ 973.69	A1640.41	Central Garage - Oil & Lubes	\$ 973.69
A8160.10	Refuse & Garbage - Personal Service	\$ 1,236.86	A1640.45	Central Garage Building Upkeep	\$ 1,236.86
A8160.41	Refuse & Garbage - Oil & Lubes	\$ 94.82	A1640.45	Central Garage Building Upkeep	\$ 94.82
A8160.43	Refuse & Garbage – Misc	\$ 469.41	A1640.45	Central Garage Building Upkeep	\$ 469.41
A8160.45	Refuse & Garbage - Grinding	\$ 58.22	A1640.45	Central Garage Building Upkeep	\$ 58.22
A1910.4	Unallocated Insurance	\$ 495.27	A1640.45	Central Garage Building Upkeep	\$ 495.27
A1990.4	Contingency Account	\$ 10,088.26	A1640.43	Central Garage – Repairs	\$ 10,088.26
A7520.41	Historical Prop – Chronicle	\$ 243.60	A8560.4	Shade Trees – Contractual	\$ 243.60
A1990.4	Contingency Account	\$ 1,675.32	A5182.4	Street Lighting	\$ 1,675.32
A1990.4	Contingency Account	\$ 2,950.40	A7110.4	Parks	\$ 2,950.40
A1990.4	Contingency Account	\$ 300.00	A8020.4	Planning – Contractual	\$ 300.00
A1990.4	Contingency Account	\$ 375.00	A8020.41	Planning – Stormwater	\$ 375.00
A1990.4	Contingency Account	\$ 796.25	A8020.42	Planning - MS4	\$ 796.25

BUDGET TRANSFERS – FISCAL YEAR 2012-2013

Trustee Brazill made a motion, seconded by Trustee Abbott to approve the following budget transfers for fiscal year 2012-2013. All in favor. Motion carried.

TRANSFER IN APPROPRIATIONS GENERAL FUND						
FROM				TO		
ACCOUNT	TITLE	AMOUNT		ACCOUNT	TITLE	AMOUNT
A1990.4	Contingency Account	\$ 51.00		A1920.4	Municipal Association Dues	\$ 51.00
A1990.4	Contingency Account	\$ 429.00		A1210.21	Mayor – Equipment	\$ 429.00
A5410.4	Sidewalks - Contractual Expenses	\$ 10.82		A7110.4	Parks - Contractual Expenses	\$ 10.82

CODE ENFORCEMENT

REQUEST PERMISSION TO SEND RICHARD GREENE TO NYS BUILDING OFFICIAL CONFERENCE

Trustee Brazill made a motion, seconded by Trustee Champagne to ratify prior approval to send Richard Greene to 84th Annual Conference for NYS Building Officials on September 12 – 14, 2012 at the Turning Stone Resort, Vernon NY at a cost of \$110.00. All in favor. Motion carried.

WTP / CERF

RESOLUTION – INCREASE IN-KIND LOCAL MATCH CONTRIBUTION FOR 2010 NYS ENVIRONMENTAL FACILITIES CORPORATION GREEN INNOVATION GRANT PROGRAM (GIGP)

The following resolution as drafted and proposed by the Village Attorney, was moved, seconded and adopted:

WHEREAS, the Village Board of Trustees of the Village of Minoa (“Village Board”) having on this date discussed the previously approved submission of an application to and receipt of a grant award

under 2010 New York State Environmental Facilities Corporation Green Innovation Grant Program (“GIGP”) relative to funding for the research, development, implementation and operation of a modified constructed wetland and portable wetland technologies powered by renewable energy produced from food waste/biosolids via anaerobic co-digestion facilities at the Village of Minoa Cleanwater Educational Research Facility (“CERF”, formerly Village of Minoa Wastewater Treatment Plant), and having also adopted on October 3, 2011, and submitted a resolution clearly authorizing and/or appropriating a ten percent (10%) cash and/or in-kind local match contribution of \$30,700.00 as specifically required under the GIGP contract; and

WHEREAS, the Village Board now noting that since such time of the previous submission and its resolution of October 3, 2011 wherein the required match was authorized and approved to be appropriated as and when required under the GIGP, the grant amount has been increased from \$307,000 to \$563,886 based upon a project cost of \$626,540, thus requiring a greater match by the Village and the appropriate resolution authorizing same; and

WHEREAS, the Village Board is therefore desirous of amending its prior resolutions to so authorize and/or reaffirm, as the case may be, entering into the required amended grant contract for the GIGP reflecting an increase in the grant from \$307,000 to \$563,886 based upon a project cost of \$626,540, and meeting the increased match requirement of \$62,654;

NOW THEREFORE, be it

RESOLVED, that the Village Board hereby approves, or reaffirms, as the case may be, its approval of entering into a GIGP grant contract for the newly increased grant amount of \$563,886 based upon a project cost of \$626,540 and authorizes the Village Mayor or other appropriate Village officer to execute and deliver all such documents, instruments, agreements, resolutions and approvals authorizing and perfecting the same, and it is further

RESOLVED, that the minimum ten percent (10%) of total actual project cost local match requirement by the Green Innovation Grant Program for the GIGP project, is hereby confirmed as authorized and/or appropriated under the aforementioned resolutions and otherwise as described in the application submitted by Village. Under the GIGP program, this local match must be at least a value equal to ten percent (10%) of the total actual project costs. The maximum local share authorized and/or appropriated subject to any changes agreed to by the Village Mayor shall not exceed a value of \$62,654.00, based upon a total estimated maximum project cost of \$626,540.00;

Upon motion made by Trustee John Champagne, and seconded by Trustee William Brazill, the question of adoption of the foregoing Resolution was put to a roll call, which resulted as follows:

Richard Donovan, Mayor	Aye
William Brazill, Trustee	Aye
John Champagne, Trustee	Aye
Eric Christensen, Trustee	Absent
John Abbott, Trustee	Aye

Resolution was adopted on August 30, 2012.

**FIRE
DEPARTMENT**

***REQUEST APPROVAL FOR CHANGE IN MEMBERSHIP –
JOHN JARMACZ – ACTIVE TO LIFE***

Trustee Brazill made a motion, seconded by Trustee Abbott to approve the change in membership status from active to life for John Jarmacz. All in favor. Motion carried.

***REQUEST APPROVAL FOR NEW MEMBERSHIP
APPLICATIONS***

Trustee Abbott made a motion, seconded by Trustee Brazill to approve the following new membership applications for the Minoa Fire Department. All in favor. Motion carried.

Andrew Oot, 501 Edgerton Street, Minoa

Jessica White, 501 Edgerton Street, Minoa

Muhamed Ramic, 308 Colfax Avenue, East Syracuse

Joseph DePaulis, 506 Cleveland Blvd, Fayetteville

Raymond DiPietro (Fire Police), 7863 Peck Road, Kirkville

Weican Guo (Restricted Member), 89 Hulbert Street, Minoa

Judy Hess (Support Member) 217 Ruth Street, Minoa

Bonnie Gregory (Support Member), 229 Williams Street, Minoa

**AUDIT OF
CLAIMS**

A motion was made by Trustee Champagne and seconded by Trustee Brazill that claims on Abstract #006 in the amounts of General Fund - \$235,713.08 (Vouchers 228 - 273), Water Fund \$41,635.00 (Vouchers 001 -002) and Sewer Fund – \$ 196,126.01 (Vouchers 104 - 124) for a total of \$473,474.09 audited and paid. All in favor. Motion carried.

**UPDATE – DCJS
FINGERPRINTING**

Mayor Donovan stated the fingerprinting process has been very successful and moving along without delay; as soon as background checks are received from DCJS the Clerk's office is scheduling physicals with IMA.

Attorney Primo entered the meeting at 12:14pm.

**EXECUTIVE
SESSION – IN**

A motion was made by Trustee Brazill and seconded by Trustee Champagne to enter into Executive Session at 12:14pm 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; and to discuss the outstanding administrative litigation matters regarding improper practice charges and impasse in relation to impact bargaining under the collective bargaining agreement with former bargaining unit within the ambulance department. All in favor. Motion carried.

**EXECUTIVE
SESSION – OUT**

A motion was made by Trustee Champagne and seconded by Trustee Abbott to enter into regular session at 12:45pm. All in favor. Motion carried.

**AMBULANCE
BARGINING
UNIT**

A motion was made by Trustee Champagne and seconded by Trustee Abbott to approve as final the tentative agreement dated August 28, 2012 between the negotiating team for the village of Minoa and the Town of Manlius Professional Firefighters Local 3316 for each of the eight bargaining unit members/ former employees of record to receive \$1,100.00 in full satisfaction of and which resolves all matters whatsoever and without exception under the former collective bargaining agreement including without limitation the impact bargaining negotiations and all claims in that regard as well as the current pending Improper Labor Practice Charge against the Village of Minoa; subject to village attorney review and approval of proposed finalized stipulation(s) of settlement and authorizing the Mayor to execute any and all documents needed to finalize same All in favor. Motion carried.

ADJOURNMENT

A motion was made by Trustee Champagne and seconded by Trustee Abbott to adjourn the village board meeting at 12:49 pm. All in favor. Motion carried.

Respectfully submitted,
Lisa L. DeVona
Lisa L. DeVona
Clerk-Treasurer