

DISTRIBUTION LIST

Richard Donovan, Mayor
Edmond Theobald, Trustee
Ronald Cronk, Trustee
William Brazill, Trustee
John Champagne, Trustee
Steven Primo, Attorney
Thomas Petterelli, DPW Superintendent
Janet Stanley, Justice
Richard J. Greene, Codes Enforcement Officer
Chief Pat Flannery
Town of Manlius
Village of Fayetteville
Donna DeSiato, Superintendent ESM School District
Manlius Historical Society
Minoa Library
John Regan

VILLAGE OF MINOA
BOARD OF TRUSTEES
DECEMBER 1, 2008

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 December 1, 2008.

PRESENT: Mayor Donovan
Trustee Brazill
Trustee Champagne
Trustee Cronk
Trustee Theobald
Attorney Primo
Clerk/Treasurer Snider

ALSO Chris Beers and John Sears
PRESENT:

ABSENT: None

Mayor Donovan opened the meeting at 7:33 p.m. with the Pledge of Allegiance led by Clerk/Treasurer Snider.

MINUTES OF
VILLAGE BOARD
MEETING -
NOVEMBER 17, 2008

A motion was made by Trustee Champagne and seconded by Trustee Theobald to accept the minutes of the November 17, 2008 Village Board Meeting as recorded. All in favor. Motion carried.

COMMUNITY
DEVELOPMENT
CONTRACT - \$60,000

A motion was made by Trustee Brazill and seconded by Trustee Champagne empowering Mayor Donovan to execute the contract between Onondaga County Community Development and the Village of Minoa for \$60,000.00 in funding for the

Rees Field Site Improvements Project - Phase 4 and authorizes its submittal. All in favor. Motion carried.

**CODES
ENFORCEMENT**

***REQUEST PERMISSION TO ATTEND THE NYSBOC CENTRAL CHAPTER
4TH ANNUAL EDUCATIONAL CONFERENCE***

A motion was made by Trustee Cronk and seconded by Trustee Theobald giving permission for Richard Greene to attend the NYSBOC Central Chapter 4th Annual Educational Conference in Liverpool, NY, April 14-17, 2009, at a cost of \$350.00. All in favor. Motion carried.

AMBULANCE

***RATIFY PRIOR APPROVAL / REQUEST PERMISSION TO ENROLL IN
ONLINE TRAINING COURSE / EMS LEADERSHIP***

A motion was made by Trustee Theobald and seconded by Trustee Champagne ratifying prior approval giving permission to Keith Brandis to enroll in an online training course entitled EMS Leadership at a cost of \$65.00. All in favor. Motion carried.

The class was cancelled after polling of the Board and payment for the course.

***PROVISIONAL APPOINTMENT / PT EMERGENCY MEDICAL
TECHNICIAN / JUSTIN EATON***

A motion was made by Trustee Champagne and seconded by Trustee Theobald provisionally appointing Justin Eaton, 573 Young's Road, Vernon, NY 13746, to a PT Emergency Medical Technician position at a rate of \$9.00 per hour, and effective December 1, 2008. All in favor. Motion carried.

***PROVISIONAL APPOINTMENT / PT EMERGENCY MEDICAL
TECHNICIAN / MANDY BENEDEK***

A motion was made by Trustee Brazill and seconded by Trustee Cronk provisionally appointing Mandy Benedek, 6402 Lake Shore Road South, Canastota, NY 13032, to a PT Emergency Medical Technician position at a rate of \$9.00 per hour, and effective December 1, 2008. All in favor. Motion carried.

***PROVISIONAL APPOINTMENT / PT EMERGENCY MEDICAL
TECHNICIAN / NATHANIAL CISNE***

A motion was made by Trustee Brazill and seconded by Trustee Cronk provisionally appointing Nathaniel Cisne, 1110 Oswego Street, Liverpool, NY 13088, to a PT Emergency Medical Technician position at a rate of \$9.00 per hour, and effective December 1, 2008. All in favor. Motion carried.

PROVISIONAL APPOINTMENT / PT PARAMEDIC / ERIC BOSCO

A motion was made by Trustee Cronk and seconded by Trustee Champagne provisionally appointing Eric Bosco, 218 Hopper Road, Syracuse, NY 13207, to a

PT Paramedic position at a rate of \$11.00 per hour, and effective December 1, 2008. All in favor. Motion carried.

CONTINGENT PERMANENT APPOINTMENT / FT PARAMEDIC / JOSEPH PAUL

A motion was made by Trustee Brazill and seconded by Trustee Theobald approving the contingent permanent appointment of Joseph Paul, 208 Allen Street, Oneida, NY 13421, to a FT Paramedic position at a rate of \$13.00 per hour, and effective December 6, 2008. All in favor. Motion carried.

FIRE DEPARTMENT *REQUEST PERMISSION TO ATTEND THE NYSAFC 103RD ANNUAL CONFERENCE / RICH SABIN*

A motion was made by Trustee Champagne and seconded by Trustee Theobald giving permission to Rich Sabin to attend the NYSAFC 103rd Annual Conference, Verona, NY, June 10-13, 2009, and at a cost of \$325.00 per person. All in favor. Motion carried.

DPW Nothing to report.

WWTF Nothing to report.

TRUSTEES' REPORT Trustee Champagne had nothing to report.

Trustee Theobald said that the arrangements for the Tree Lighting Ceremony and Children's Party scheduled for December 5, 2008 were completed and requested help from the Board to set-up the party.

Trustee Cronk said the electrical work on the Municipal Building was complete and ready for the Tree Lighting Ceremony. He also said that sludge had been transferred without incident from the Waste Water Treatment Facility.

Trustee Brazill reminded the Board, Thomas Petterelli and Clerk/Treasurer Snider that the Critical Response Committee drill was scheduled for December 8, 2008 and to be prepared with the Village of Minoa Emergency Handbook for the meeting. He said the drill will be held at Pine Grove Middle School.

MAYOR'S REPORT Nothing to report.

ATTORNEY'S REPORT Attorney Primo presented two rough draft proposed Local Laws for the Board to review and discuss. He said he would provide the drafts, along with a memo, to

Richard Greene, Codes Enforcement Officer, to review as well. Attorney Primo said the first Local Law pertaining to signage was a combination of local municipality codes that would apply to the Village of Minoa. He said the Zoning and Planning Boards traditionally have approval authority, but the new law would provide the Village Board with jurisdiction for signage design and planning.

Attorney Primo said the second proposed Local Law pertains to Professional Services Reimbursement, which applies to situations where the Village Engineer or Attorney responds to property issues and where the Village has traditionally incurred the cost to review legal documents, plans, designs, applications and make recommendations to the Codes Enforcement Officer, Village Board, Planning Board or Zoning Board of Appeals for smaller projects. Traditionally, only larger subdivision projects required deposits for legal and engineering fees. He said the proposed Local Law would allow the Village of Minoa to allow legal and engineering fees be managed under a general fee for service or hourly charge with funds deposited and invoice payments disbursed through the Village Office for smaller projects that are not covered by the current application fees. Attorney Primo said that in enforcement and applications the new law would prevent the Village from incurring costs and discussed similar problems that other local municipalities have experienced. Mayor Donovan encouraged the Board to review the proposed Local Laws and discuss any concerns with Richard Greene and Attorney Primo.

MINOA FARMS

Attorney Primo said that he has been reviewing other Village Codes that pertain to heavy vehicles at construction sites that are not included in the Village of Minoa Code and would prepare something for the Board to review.

AUDIT CLAIMS

A motion was made by Trustee Theobald and seconded by Trustee Champagne that claims on Abstract #13 in the amounts of General Fund - \$84,040.21 (Vouchers 483-512); and Sewer Fund - \$12,151.50 (Vouchers 170-180) for a total of \$45,285.81 be audited and paid. All in favor. Motion carried.

PUBLIC COMMENTS

Trustee Brazill was excused from the meeting at 7:55 p.m.

John Sears asked what "NYSBOC" and "NYS AFC" meant and Clerk/Treasurer Snider said it stood for New York State Building Officials Conference and New York State Association of Fire Chiefs.

Mr. Sears asked for clarification of the Community Development Contract for 2008 and Mayor Donovan said that the Onondaga County Community Development approved \$60,000 for the Rees Field Improvements project. Mr. Sears asked if he could review the application and contract and Mayor Donovan said he could review

the documents at the Village Office.

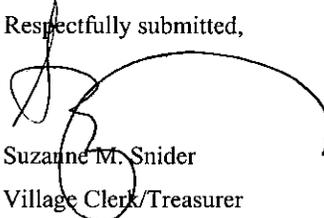
Chris Beers said he forwarded the GETS information <http://gets.ncs.gov/> to Clerk/Treasurer Snider and suggested that the Board look at the website and possibly forward the information to other municipalities when they attend the scheduled Critical Response drill. Mayor Donovan thanked him for the information.

Mr. Sears asked how often the drill was held and if the public was invited. Mayor Donovan said the drill was created by Critical Response Committee that includes officials from the Town of Manlius, villages of Minoa, Manlius and Fayetteville, and emergency services providers. Mayor Donovan said they create an emergency scenario and present it to the individual municipalities to handle in a tabletop setting and work together to solve the emergency situation for disaster preparedness. Mr. Sears asked for more information about NIMS and Mayor Donovan directed him to their website.

ADJOURNMENT

A motion was made by Trustee Champagne and seconded by Trustee Cronk that the Village Board Meeting be adjourned at 8:02 p.m. All in favor. Motion carried.

Respectfully submitted,



Suzanne M. Snider
Village Clerk/Treasurer