

**DISTRIBUTION LIST**

**Richard Donovan, Mayor**  
**William Brazill, Trustee**  
**Ronald Cronk, Trustee**  
**John Champagne, Trustee**  
**Eric Christensen, Trustee**  
**Thomas Petterelli, DPW Superintendent**  
**Janet Stanley, Justice**  
**Richard J. Greene, Codes Enforcement Officer**  
**Chief Pat Flannery**  
**Koagel & Vincentini**  
**Minoa Library**

**EMAIL DISTRIBUTION LIST**

**Steven Primo, Attorney**  
**Keith Brandis, Paramedic Supervisor**  
**Town of Manlius**  
**Village of Fayetteville**  
**Donna DeSiato, Superintendent ESM School District**  
**Manlius Historical Society**  
**John Regan**

**VILLAGE OF MINOA  
BOARD OF TRUSTEES  
DECEMBER 6, 2010**

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 6, 2010.

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

ABSENT: None

ALSO John Sears and Michele Maciejewski, SUNY ESF

PRESENT:

Mayor Donovan opened the meeting at 7:10 p.m. with the Pledge of Allegiance led by Trustee Cronk.

**MINUTES OF PUBLIC  
HEARING / LOCAL  
LAW # 5 FOR 2010 /  
NOVEMBER 15, 2010**

A motion was made by Trustee Christensen and seconded by Trustee Brazill to accept the minutes of the November 1, 2010 Public Hearing on Local Law # 5 for 2010 as recorded All in favor. Motion carried.

**MINUTES OF VILLAGE  
BOARD MEETING –  
NOVEMBER 15, 2010**

Tabled

**MINUTES OF SPECIAL**

Tabled

**MEETING –  
NOVEMBER 30, 2010**

**CERF WEBSITE &  
SURVEY  
PRESENTATION /  
MICHELE**

Mayor Donovan introduced Michele Maciejewski, SUNY ESF student, who is preparing a website dedicated to the Cleanwater Educational Research Facility that will eventually be linked to the Village of Minoa website.

**MACIEJEWSKI / SUNY-  
ESF**

Ms. Maciejewski said she is taking a Carbon Biomass System class with Dr. David Johnson. She said that Dr. Johnson has been working with Steven Giarrusso on the digester project. Ms. Maciejewski said the website would include basic facility information, a Facebook page, and details of CERF operations. She said students had provided research papers and photos of CERF for the website. Ms. Maciejewski said the website would include details on the researchers involved w/ CERF, provide educational outreach options, and news articles previously printed. She said the website will eventually be available at <http://www.esf.edu> and would provide Clerk/Treasurer Snider with the website address when completed. Mayor Donovan said that he would like to review the photos before they are published due to protected intellectual properties.

Ms. Maciejewski had provided Mayor Donovan with a short survey for Village employees to complete and he supplied her with the completed surveys. She said she hoped to utilize the surveys for her next class and to provide another presentation to the Village Board after the completion of her next class. Discussion ensued regarding the survey questions and Mayor Donovan said he would work with her on the questionnaire.

Mayor Donovan said he would be at SUNY ESF to see the students' presentation on December 23, 2010. Mayor Donovan thanked her for her presentation and wished her well in her classes.

**IMA - 2011  
SUBSTANCE ABUSE  
TESTING  
AGREEMENT**

A motion was made by Trustee Brazill and seconded by Trustee Cronk empowering Mayor Donovan to execute the Substance Abuse Testing Agreement IMA Consortium with IMA for 2011 in the amount of \$65.00 per employee. All in favor. Motion carried.

**RATIFY PRIOR  
APPROVAL TO  
ATTEND NYS DEC  
EROSION AND  
SEDIMENT CONTROL  
TRAINING**

A motion was made by Trustee Brazill and seconded by Trustee Champagne ratifying prior approval giving permission for Richard Greene to attend the NYS DEC Erosion and Sediment Control Training on December 3, 2010, Canandaigua, NY at a cost of \$85.00 per person. All in favor. Motion carried.

**PERMISSION TO  
ATTEND NYCOM TASK  
FORCE COMMITTEE  
PRESS CONFERENCES**

A motion was made by Trustee Champagne and seconded by Trustee Christensen giving permission for Mayor Donovan to the NYCOM Task Force Committee press conferences in Albany, Binghamton, Syracuse and Buffalo, December 14-15, 2010. All in favor. Motion carried.

**OCWA / WATER MAIN  
REPLACEMENT /**

A motion was made by Trustee Champagne and seconded by Trustee Cronk authorizing Mayor Donovan to sign the permission request from OCWA to replace an 8" water main on

**NORTH CENTRAL AVE & FERNDALE LANE** North Central Avenue and Ferndale Lane as Project No. 4100050. All in favor. Motion carried.

**PERMISSION FOR CLERK/TREASURER SNIDER TO ATTEND NYS GFOA CONFERENCE** A motion was made by Trustee Brazill and seconded by Trustee Christensen giving permission to Clerk/Treasurer Snider to attend the NYS GFOA Conference, April 6-8, 2010, Albany, NY at a cost of \$807.00 plus travel expenses. All in favor. Motion carried.

**AMBULANCE** ***RATIFY PRIOR APPROVAL / SALARY TO HOURLY RATE / KEITH BRANDIS***  
A motion was made by Trustee Champagne and seconded by Trustee Brazill ratifying prior approval to reclassify Keith Brandis, Paramedic Supervisor, from a salaried employee to an hourly employee at the rate of \$19.48 per hour and be effective November 22, 2010 and that holiday pay will be paid for hours worked only. All in favor. Motion carried.

***PERMISSION FOR TOM GIFFUNE TO BE A STUDENT RIDER***  
A motion was made by Trustee Cronk and seconded by Trustee Brazill giving permission for Tom Giffune, 4847 Spring Road, Verona, NY 13478 to be a student rider through Vernon-Verona-Sherrill High School for educational purposes and contingent upon receipt of an Acknowledgment and Release Form to be signed by Tom Giffune and his parents. All in favor. Motion carried.

**FIRE DEPARTMENT** ***PERMISSION FOR FOURTEEN FIREFIGHTERS TO ATTEND EFFECTIVE FIRE DEPARTMENT LEADER CLASS***  
A motion was made by Trustee Christensen and seconded by Trustee Cronk giving permission for fourteen (14) firefighters to attend the Effective Fire Department Leader class offered by FASNY, December 9, 2010, Solvay, NY at a cost of \$20.00 per person. All in favor. Motion carried.

***CHANGE IN MINOA FIRE DEPARTMENT MEMBERSHIP STATUS***  
A motion was made by Trustee Christensen and seconded by Trustee Brazill approving the change in status for Al Tompkins from Active to Life. All in favor. Motion carried.

A motion was made by Trustee Brazill and seconded by Trustee Christensen approving the change in status for Ken D'Angelo from Active to Life. All in favor. Motion carried.

**DPW** Nothing to report.

**CLEANWATER EDUCATIONAL RESEARCH FACILITY** ***PERMISSION TO ATTEND SEVENTH ANNUAL SYMPOSIUM ON ENERGY IN THE 21<sup>ST</sup> CENTURY***  
A motion was made by Trustee Champagne and seconded by Trustee Christensen giving permission for Steven Giarrusso and Mayor Donovan to attend the Seventh Annual Symposium on Energy in the 21<sup>st</sup> Century, April 8, 2011, Syracuse, NY at a cost of \$40.00 per person. All in favor. Motion carried.

**TRUSTEES' REPORT** Trustee Champagne and Trustee Christensen had nothing to report.

Trustee Cronk said the snow plows have been busy and are in good working condition. He said the Town of Manlius Police Committee meeting that was scheduled for November 25, 2010 was cancelled and would be rescheduled.

Trustee Brazill reminded the Board that the Critical Response Committee drill was scheduled for December 7, 2010 at 5:30 p.m. and said everyone should bring their Disaster Plan and Village I.D. Trustee Brazill thanked everyone for their help and attending the Tree Lighting Ceremony.

#### **MAYOR'S REPORT**

Mayor Donovan said Section 3B of Minoa Farms was paved on December 6, 2010 and they had difficulty getting the tarvia up to temperature to get the basecoat completed. He said they did not complete a turnaround, but would complete it in gravel form.

Mayor Donovan said he met with Senator Valesky at his office and he asked him for a Letter of Support for the GIGP application. He said Senator Valesky would mail the Village a copy of the letter. Mayor Donovan said he spoke with Matt Driscoll and advised him that the application had been submitted. Discussion ensued regarding the application amount and available funding.

Mayor Donovan said he has a meeting scheduled with a new member of the Onondaga County Executive staff who will be the liaison to Towns and Villages within Onondaga County and Mayor Donovan will provide him a tour of the Village.

#### **ATTORNEY'S REPORT**

Nothing to report.

#### **AUDIT CLAIMS**

A motion was made by Trustee Champagne and seconded by Trustee Brazill that claims on Abstract # 13 in the amounts of General Fund - \$273,326.40 (Vouchers 515-575); Sewer Fund – \$23,908.92 (Vouchers 182-200); and Capital Fund HQ - \$26,689.19 (Voucher 001) for a total of \$323,924.51 be audited and paid. All in favor. Motion carried.

#### **PUBLIC COMMENTS**

John Sears asked why the minutes were tabled and Mayor Donovan said they were not completed due to time constraints.

#### **ADJOURNMENT**

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

Respectfully submitted,

*Suzanne Snider*

Suzanne M. Snider

Village Clerk/Treasurer