

DISTRIBUTION LIST

Richard Donovan, Mayor
Edmond Theobald, Trustee
Ronald Cronk, Trustee
William Brazill, Trustee
John Champagne, 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 7, 2009

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 7, 2009.

PRESENT: Mayor Donovan
Trustee Brazill
Trustee Champagne
Trustee Cronk
Trustee Theobald
Attorney Steve Primo
Clerk/Treasurer Snider
Attendant Mike Macko

ABSENT: None

ALSO PRESENT: Assistant Chief Matt McGarrity, Dennis Erard, Walt McGarrity, Chris Beers, Thomas Petterelli, Marc MacMaster, Jeff Chrissley, Past Chief Don Grevelding, Assistant Chief Richard Sabin, Ed Cook Jr., and John Sears

Mayor Donovan opened the meeting at 7:36 p.m. with the Pledge of Allegiance led by Trustee Champagne.

MINUTES OF VILLAGE BOARD MEETING – NOVEMBER 2, 2009 A motion was made by Trustee Champagne and seconded by Trustee Cronk to accept the minutes of the November 2, 2009 Village Board Meeting as recorded. All in favor. Motion carried.

MINUTES OF VILLAGE BOARD MEETING – NOVEMBER 16, 2009 A motion was made by Trustee Theobald and seconded by Trustee Brazill to accept the minutes of the November 16, 2009 Village Board Meeting as recorded. All in favor. Motion carried.

**BID RESULTS /
LADDER TRUCK /
REJECTED**

Mayor Donovan thanked the Minoa Fire Department Truck Committee members for all of their hard work and research on the proposed ladder truck. Mayor Donovan said that after careful review of the budget, potential loss of sales tax revenue, reduced New York State Aid, and an increase in the New York State Retirement contributions, as the Chief Fiscal Officer, he did not feel that it was an appropriate time to purchase a new ladder truck. Mayor Donovan said that they would step back and reassess their needs and no decisions would be made for the next quarter.

Trustee Brazill said that he agreed with Mayor Donovan and didn't feel that it would be fiscally responsible at this time to move forward with the ladder truck. Trustee Brazill said he appreciated all the hard work the Truck Committee has put into the project, over two years, and looks forward to working with them on a solution to replacing Engine 22. Trustee Cronk agreed and said that he recognizes the need for a new truck, but it is not financially possible at this time.

A motion was made by Trustee Brazill and seconded by Trustee Champagne to reject all bids for the purchase of a 100' ladder truck for the Minoa Fire Department that were received and opened on October 2, 2009 at noon as follows:

COMPANY	AMOUNT	PREPAY AMT
Tyler Fire Equipment (low bidder)	\$738,554.00	\$706,053.00
Custom Emergency Vehicles, Inc.	\$752,807.09	-0-
E-One, Inc.	\$760,241.00	\$731,609.00

All in favor. Motion carried.

**MVP HEALTH CARE
PARTICIPATING
PROVIDER REQUEST**

Clerk/Treasurer Snider said the Village Board had received a request from MVP Health Care to become a participating provider with regard to ambulance billing. She said that by becoming a participating member the insured's payments would be made directly to MultiMed Billing Services at a drastically reduced rate and if the Village of Minoa does not participate, the payment would go directly to the insured at the current rate and they would be responsible for paying the ambulance bill to MultiMed. Clerk/Treasurer Snider said she spoke with Bill Shipman at MultiMed and he recommended that the Village of Minoa not become a participating provider based upon an excellent self-pay history.

A motion was made by Trustee Champagne and seconded by Trustee Theobald to reject MVP Health Care's request for the Village of Minoa to become a participating provider and directed Clerk/Treasurer Snider to send a rejection letter. All in favor. Motion carried.

**CLOCK
MAINTENANCE
AGREEMENT**

A motion was made by Trustee Brazill and seconded by Trustee Cronk empowering Mayor Donovan to execute the Preventative Maintenance Agreement with The Verdin Company for 2010 in the amount of \$550.00. All in favor. Motion carried.

**CLOSE COMMUNITY
CLOCK PROJECT**

A motion was made by Trustee Brazill and seconded by Trustee Cronk giving permission for Clerk/Treasurer Snider to use the remaining balance in the Community Clock Project (CM)

SAVINGS ACCOUNT account for The Verdin Company agreement payment and then to close the savings account. All in favor. Motion carried.

**REQUEST
PERMISSION TO
ATTEND NYSBOC
MEETING** A motion was made by Trustee Theobald and seconded by Trustee Brazill giving permission for Richard Greene to attend the NYSBOC Annual Business & Election of Officers meeting on December 17, 2009, Liverpool, NY at no cost. All in favor. Motion carried.

**CNG TRASH TRUCK /
PRE-AWARD COST
AUTHORIZATION
NOTIFICATION** Mayor Donovan reported that the Village of Minoa had received a pre-award cost authorization notification from the Department of Energy to NYSERDA giving permission to the Village to incur costs towards the purchase of the CNG Trash Truck.

Clerk/Treasurer Snider said that there isn't a contract currently in place and that the authorization does not create an obligation of Government funds, but will make the costs eligible for reimbursement when the funding becomes available and the contracts are signed. She said the contracts are expected to be distributed and suggested that they create the bid specifications with an add alternate for the CNG conversion, which was approved for in the grant in the amount of \$60,000. Trustee Champagne said she had spoken to the Department of Energy and they will send the contracts to NYSERDA in early January and should take 30 days to complete the contracts with the municipalities. Mayor Donovan asked for Attorney Primo's opinion about moving forward with creating bid specifications.

Attorney Primo said the contract will probably have a non-appropriation clause, which is common in contracts and said that there was enough lead time to move forward with the bid package.

**CNG TRASH TRUCK /
PERMISSION TO
PREPARE BID SPECS** A motion was made by Trustee Champagne and seconded by Trustee Cronk giving permission for Thomas Petterelli and Lance Stolp to prepare bid specs for the purchase of a Diesel Trash Truck with an add alternate for the Compressed Natural Gas (CNG) conversion. All in favor. Motion carried.

**SALES TAX
RESOLUTION 2000-2010** Mayor Donovan provided a copy of the current 2000-2010 Onondaga County Sales Tax Resolution for the Board to review. He said the County is reviewing the next contract and that County Executive Joanie Mahoney is proposing large cuts to local municipalities. Mayor Donovan said the negotiations could go into the summer before it's resolved and is the first item on the Onondaga County Legislators agenda. Mayor Donovan said that he does not foresee them eliminating the Sales Tax payments to municipalities, but he does expect it to be decreased dramatically.

**IMA - 2010
SUBSTANCE ABUSE
TESTING
AGREEMENT** Mayor Donovan presented the 2010 Substance Abuse Testing Agreement between the Village of Minoa and IMA for the Board's approval. The annual agreement for the routine testing of commercial driving licensed employees is at the rate of \$63.00 per employee and the Village is in a consortium with the Town of Manlius.

A motion was made by Trustee Theobald and seconded by Trustee Champagne empowering Mayor Donovan to execute the Substance Abuse Testing Agreement

IMA Consortium with IMA for 2010 in the amount of \$63.00 per employee. All in favor. Motion carried.

**PROCLAMATION /
BEVERLY A.
PETTERELLI**

A motion was made by Trustee Brazill and seconded by Trustee Champagne ratifying prior approval creating a proclamation for Beverly A. Petterelli for volunteering for the Minoa Annual Tree Lighting Ceremony and as an active contributor to the Minoa Chronicles and presented it to her on December 6, 2009. All in favor. Motion carried.

**SCHEDULE PUBLIC
HEARING / LOCAL
LAW #1 FOR 2010 /
AMENDING CHAPTER
143 / SENIOR
EXEMPTION**

Clerk/Treasurer Snider said the Village had received the updated income guidelines currently in effect for the Town of Manlius and Onondaga County for Senior Exemptions for property taxes and that a Public Hearing for a new Local Law would be necessary to increase the income guidelines. Attorney Primo said that the Village did not need to adjust the income level, but traditionally the Village remains consistent with the Town of Manlius for assessment purposes.

Discussion ensued regarding the Cold War Veterans Exemption that the Village of Minoa does not currently participate in and Clerk/Treasurer Snider said that she would request the certification requirements for the Board to review.

A motion was made by Trustee Brazill and seconded by Trustee Cronk to schedule a Public Hearing for Local Law #1 for 2010 amending the Village of Minoa Municipal Code relating to the amendment of Chapter 143 and Senior Exemption income levels for seniors over 65 and income less than \$37,400.00. All in favor. Motion carried.

AMBULANCE

RATIFY PRIOR APPROVAL / DALE BECHTEL / ACCRUED VACATION DAYS

A motion was made by Trustee Brazill and seconded by Trustee Champagne ratifying prior approval authorizing Dale Bechtel to use forty-two (42) hours of accrued vacation in 2009 for 2010 per employee's written request. All in favor. Motion carried.

RESIGNATION OF PT PARAMEDIC / ERIC BOSCO

A motion was made by Trustee Theobald and seconded by Trustee Brazill accepting the resignation of PT Paramedic Eric Bosco effective December 2, 2009. All in favor. Motion carried.

RESCHEDULED PALS CLASS

The PALS Class originally approved for John Barattini and Joseph Paul to attend on November 30, 2009 & December 2, 2009 was cancelled and rescheduled for January 12 & 14, 2009.

FIRE DEPARTMENT

RATIFY PRIOR APPROVAL GIVING PERMISSION TO USE STATION II FOR A FUNERAL RECEPTION

A motion was made by Trustee Champagne and seconded by Trustee Brazill ratifying prior approval giving permission for the Kraft Family to host a funeral reception for Barbara Jean Kraft, wife of former Fire Chief Clark Kraft, at Station II on December 4, 2009. All in favor. Motion carried.

FOR INFORMATION ONLY / ONONDAGA COUNTY FIRE & EMERGENCY SERVICES LEGISLATIVE BREAKFAST

The Onondaga County Fire & Emergency Services Legislative Breakfast is scheduled for February 6, 2010, Comfort Inn, Liverpool, NY with invitations to follow.

MEMBERSHIP IN THE MINOA FIRE DEPARTMENT

A motion was made by Trustee Brazill and seconded by Trustee Champagne accepting for membership in the Minoa Fire Department the following individual: James Gallagher, 327 Fay Lane, Minoa, New York. All in favor. Motion carried.

MEMBERSHIP IN THE MINOA FIRE DEPARTMENT

A motion was made by Trustee Champagne and seconded by Trustee Brazill accepting for membership in the Minoa Fire Department the following individual: Shane Todd, 140 Kendall Drive West, East Syracuse, New York. All in favor. Motion carried.

DPW

HOLIDAY DPW HELP

A motion was made by Trustee Brazill and seconded by Trustee Cronk to authorize DPW Superintendent Petterelli to return summer DPW employee Bradley Hyde to work on Tuesdays and Wednesdays to help with trash pick-up during the holiday season at his same summer hourly rate of \$9.50 per hour effective December 14, 2009. All in favor. Motion carried.

WWTF

Nothing to report.

TRUSTEES' REPORT

Trustee Champagne reported that the Bylin Heat Trace System was installed on the Municipal Building and Thomas Petterelli can provide demonstrations for the Board. He said that he was still waiting for a few items to finish the lighting job at the Waste Water Treatment Facility through National Grid and Rise Engineering. Trustee Champagne said he changed the sign at Lewis Park to announce that the Minoa Fire Department will hold their Santa Detail on December 20, 2009 from 10:00 a.m. to 2:00 p.m.

Trustee Theobald said the Tree Lighting Ceremony had an excellent turnout and it was a beautiful night. He thanked the Village Office, Minoa Fire Department, the DPW, Eastern Star volunteers, and the ES-M cosmetology students.

Trustee Theobald said he spoke to the Town of Manlius Police Chief Fran Marlowe about the signal request for Fremont Road and North Central Avenue.

Trustee Cronk said that the leaf detail is completed and the DPW is waiting for the new sidewalk plow to arrive. He said the DPW is prepared for the upcoming snow removal.

Trustee Brazill said the Critical Response Committee Drill was scheduled for December 15, 2009 and the Village Board was invited to attend. Trustee Brazill invited the Village Board to attend the Minoa Fire Department's Christmas Party on December 21, 2009 after the Board Meeting. Trustee Brazill asked the Board for their newsletter articles. Trustee Brazill congratulated Trustee Theobald on his win for Town Supervisor and said that he looks forward to working with him.

MAYOR'S REPORT

Mayor Donovan agreed that the Tree Lighting Ceremony was successful.

Mayor Donovan reported that he, Trustee Champagne and Steve Giarrusso, WWTF Supervisor, visited SUNY Morrisville to look at a digester that converts cow manure into energy. He said they are reviewing the possibility of becoming energy self-sufficient by utilizing the technology and saving on electricity costs. Mayor Donovan said they hope to apply for grants and possibly use human waste and recyclable garbage as fuel. Mayor Donovan said the idea is to create a facility that is relatively inexpensive to build and create fuel from the digester. Mayor Donovan said that Mr. Giarrusso is working with algae to possibly create fuel to run the vehicles and would offset fuel costs.

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 - \$105,507.57 (Vouchers 506-558); Sewer Fund - \$13,608.04 (Vouchers 214-234); Community Clock - \$547.87 (Voucher 304); and Capital Fund (HE) - \$37,900.00 (Voucher 008) for a total of \$157,563.48 be audited and paid. All in favor. Motion carried.

PUBLIC COMMENTS

Ed Cook Jr. said that not many people in the Fire District knew about the ladder truck and wanted to know how information could get to the people that live in the Town of Manlius. Mayor Donovan said the information was in the newsletter and on the Village website. Trustee Brazill said that the newsletter was distributed to local businesses throughout the Town of Manlius. Mr. Cook suggested that an ad or article be placed in the Eagle Bulletin or Post-Standard.

Jeff Chrissley said that County Legislator Billy Meyer is waiting for a letter from the Village of Minoa regarding the turn signal request for Fremont Road. Mr. Chrissley asked Mayor Donovan what the Village plans to do about repairing or replacing Engine 22. Mayor Donovan said they are going to review other options that include repairing Engine 22, selling Engine 22 and/or possibly replacing it at a later date when it's financially possible. Mayor Donovan said that it's estimated at \$30,000 to repair and over \$100,000 to refurbish. Mayor Donovan said that Engine 22 is still non-functioning and there are other trucks that are up for replacement; the engines all need to be reviewed carefully. Assistant Chief Rich Sabin said the Minoa Fire Department will sit down and review their options and give a recommendation to Mayor Donovan that they hope is best for the community, cost-effective and safe for the Minoa Fire Department members.

Chris Beers asked what the process was for the open Trustee position and said that the WWTF could use the manure pile from Minoa Farms for fuel. Mayor Donovan said that the pile in Minoa Farms was not actually a manure pile, but was organic in nature. Mayor Donovan said that the developer will continue to test the area.

Mayor Donovan said that Trustee Theobald resigned from his position effective December 31, 2009 and the remaining 2 year position would be on the ballot.

John Sears said that Station II has a lit sign and there is a Lewis Park sign that could have been used to announce the presentation. He said that Neighbors East puts small items in the paper and they would have printed an article. Mr. Sears said that a portable sign could also have been used to advertise the ladder truck and it wouldn't take anything fancy. Mr. Sears said that previously there were signs about the prior Mayor's retirement and there are a number of ways the village could advertise. Mr. Sears said there seems to be an ongoing problem with notifying residents about meetings and poor communication. Attorney Primo said the Village complies with all notification rules and has no control over what articles are printed in the newspaper. Mayor Donovan said the fiscal responsibility of bonding is solely on the Village of Minoa and we have a responsibility to provide fire protection services.

EXECUTIVE SESSION – IN A motion was made by Trustee Theobald and seconded by Trustee Champagne to go into Executive Session at 8:27 p.m. to discuss the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demolition, discipline, suspension, dismissal or removal of a particular person or corporation and the proposed sale of real property owned by the Village. All in favor. Motion carried.

Clerk/Treasurer Snider was excused from the Executive Session at 8:45 p.m.

EXECUTIVE SESSION - OUT A motion was made by Trustee Champagne and seconded by Trustee Cronk to come out of Executive Session at 9:47 p.m. All in favor. Motion carried.

TRUSTEES' REPORT – CONTINUED Trustee Cronk added for the record that the Family Video Store, located on Costello Parkway, donated 20 turkeys to the United Methodist Church and 20 hams to Heaven's Food Pantry to help the needy during the holiday season. Trustee Cronk said that he was impressed with their efforts to become active in the Minoa community.

AMBULANCE – CONTINUED ***CANVASS CIVIL SERVICE LIST***
A motion was made by Trustee Champagne and seconded by Trustee Theobald directing Clerk/Treasurer Snider to secure the canvass list from Civil Service for a part time Paramedic and begin the canvassing/interviewing process. All in favor. Motion carried.

CANVASS CIVIL SERVICE LIST
A motion was made by Trustee Champagne and seconded by Trustee Theobald directing Clerk/Treasurer Snider to secure the canvass list from Civil Service for a part time Emergency Medical Technician and begin the canvassing/interviewing process. All in favor. Motion carried.

ADJOURNMENT A motion was made by Trustee Theobald and seconded by Trustee Cronk that the Village Board Meeting be adjourned at 9:50 p.m. All in favor. Motion carried.

Respectfully submitted,

Suzanne M. Snider

Suzanne M. Snider
Village Clerk/Treasurer

