

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 Manlius
Village of Fayetteville
Donna DeSiato, Superintendent ESM School District
Manlius Historical Society
Minoa Library
John Regan

VILLAGE OF MINOA
BOARD OF TRUSTEES
February 21, 2007

February 21, 2007

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 February 21, 2007.

PRESENT: Mayor Donovan
Trustee Cronk
Trustee Brazill
Trustee Theobald
Trustee Champagne
Clerk Snider

ABSENT: Attorney Primo

ALSO PRESENT: Thomas Petterelli, Pat Flannery (MFD), Ron Pollard (MFD), Rich Sabin (MFD), Eric Christensen, and John Risley

Mayor Donovan opened the meeting at 7:30 p.m. with the Pledge of Allegiance led by Trustee Theobald.

**MINUTES OF
SPECIAL MEETING**

A motion was made by Trustee Theobald and seconded by Trustee Cronk to accept the minutes of the January 17, 2007 Special Meeting as recorded. All in favor. Motion carried.

**MINUTES OF
PUBLIC HEARING**

A motion was made by Trustee Brazill and seconded by Trustee Theobald to accept the minutes of the January 17, 2007 Public Hearing on Local Law #2 for 2007 as recorded. All in favor. Motion carried.

**MINUTES OF
VILLAGE BOARD
MEETING**

A motion was made by Trustee Cronk and seconded by Trustee Brazill to accept the minutes of the January 17, 2007 Village Board Meeting as recorded. All in favor. Motion carried.

**MINUTES OF
CONDEMNATION
PROCEEDING**

A motion was made by Trustee Theobald and seconded by Trustee Brazill to accept the minutes of the February 5, 2007 Public Hearing on Condemnation Proceeding as recorded. All in favor. Motion carried.

**MINUTES OF
PUBLIC HEARING**

A motion was made by Trustee Brazill and seconded by Trustee Champagne to accept the minutes of the February 5, 2007 Public Hearing for Local Law #3 for 2007 as recorded. All in favor. Motion carried.

**MINUTES OF
VILLAGE BOARD
MEETING**

A motion was made by Trustee Cronk and seconded by Trustee Brazill to accept the minutes of the February 5, 2007 Village Board Meeting as recorded. All in favor. Motion carried.

**2007 FUNDING
REQUEST -
COMMUNITY
DEVELOPMENT
APPLICATION**

A motion was made by Trustee Brazill and seconded by Trustee Theobald in connection with SEQR – Rees Field Site Improvements – Phase 3, the Village names itself as lead agency, determines that the project is an unlisted action and will have no significant impact on the environment and authorizes Mayor Donovan to sign the SEQR form. All in favor. Motion carried.

A motion was made by Trustee Brazill and seconded by Trustee Cronk that the Village Board approves the submittal to Community Development of the 2007 Funding Request for the project entitled “Rees Field Site Improvements – Phase 3”. All in favor. Motion carried.

**MINOA FIRE
DEPARTMENT**

***RATIFY PRIOR PERMISSION TO ATTEND THE NYS ASSOCIATION OF FIRE
CHIEFS MINI SEMINAR***

A motion was made by Trustee Brazill and seconded by Trustee Cronk to ratify the prior permission for five (5) firefighters to attend the NYS Association of Fire Chiefs Mini Seminar on February 17, 2007 in Geneva, NY at \$15.00 each for a total cost of \$75.00. All in favor. Motion carried

***PERMISSION REQUESTED FROM TOWN OF MANLIUS POLICE TO UTILIZE
STATION II***

A motion was made by Trustee Brazill and seconded by Trustee Theobald giving the Town of Manlius permission to use Station II for training purposes on March 7, March 19, and March 22, 2007 from 8:00AM to 4:00PM. The approval is contingent upon Fire Department approval at their February 26, 2007 meeting. All in favor. Motion carried.

Mayor Donovan asked Chief Pat Flannery what was involved in the training and Chief Flannery said that it was defensive training and there wouldn't be any scaling of the walls, as they would only be using floor mats in the bays.

PERMISSION TO BID FOR PROTECTIVE GEAR

Trustee Brazill said that the Fire Department needed ten (10) sets of protective gear for new members and to update current members. Chief Flannery said that there are new standards and the bid would meet the new requirements.

A motion was made by Trustee Brazill and seconded by Trustee Theobald giving the Minoa Fire Department permission to go out for bid for ten (10) sets of bloodborne pathogen resistant protective gear for structural firefighting. All in favor. Motion carried.

Pat Flannery thanked the Board and Thomas Petterelli, DPW Supervisor, for the lovely plant sent on his mother's behalf and all of the people that attended her funeral.

**MINOA
AMBULANCE**

RESIGNATION / PATRICK LYNCH

A motion was made by Trustee Brazill and seconded by Trustee Theobald accepting the resignation of Patrick Lynch as a full time Emergency Medical Technician effective February 28, 2007. All in favor. Motion carried.

For information only, Mayor Donovan reported that he had received a resignation letter from Dale Bechtel as Paramedic Supervisor to Paramedic effective upon the replacement and transition of the Paramedic Supervisor position. Mayor Donovan said that Mr. Bechtel was stepping down from his managerial post, but was not leaving the Village of Minoa. He said that the employment ad was placed with the Post Standard on February 18, 2007 and would be on Syracuse.com for one week.

PERMANENT APPOINTMENT OF FT EMERGENCY MEDICAL TECHNICIAN

A motion was made by Trustee Brazill and seconded by Trustee Champagne permanently appointing Tracey Juda from Civil Service Canvass List #81 for full time Emergency Medical Technician at the hourly rate of \$9.50, with a \$.50 per hour increase after a six month favorable review, effective date March 1, 2007. All in favor. Motion carried.

Trustee Brazill said that Tracey Juda is currently working part time for the Village of Minoa and was interested in filling the full time position previously held by Patrick Lynch.

**CONCERTS AND
MOVIES IN THE
PARK / 2007
SCHEDULE**

A motion was made by Trustee Brazill and seconded by Trustee Champagne approving the schedule for movies and concerts in Lewis Park per a letter from the Town of Manlius Parks & Recreation as follows: Concerts on July 23 and August 6 and Movies on July 18 and August 15. All in favor. Motion carried.

**APPROVE 2007
SUMMER CONCERT
SPONSORSHIP**

A motion was made by Trustee Theobald and seconded by Trustee Champagne agreeing to sponsor the 2007 Summer Concerts in the amount of \$900.00. All in favor. Motion carried.

Mayor Donovan said that the schedule will be posted on the Village of Minoa website and in the newsletter.

**T.K. EZZO'S
LANDSCAPING
PROPOSAL**

A motion was made by Trustee Theobald and seconded by Trustee Brazill approving T.K. Ezzo's proposal dated December 11, 2006 for landscaping at the five (5) welcome signs, three (3) flower boxes located throughout the Village and the monument in front of the Village Offices in the amount of \$2,975.00 payable monthly in the amount of \$425.00 from May 1, 2007 through November 1, 2007. All in favor. Motion carried.

Mayor Donovan said that Mr. Ezzo has done a great job with the flowers in the past. He said that maintenance includes the weeding, watering, fertilizing, pest control, deadheading of flowers and the removal and cleanup at sites at the end of the season. Trustee Theobald asked how many years Mr. Ezzo has worked on the landscaping and Mr. Petterelli confirmed that this would be the 3rd year.

**QUOTE FROM
WOOD ETC.**

A motion was made by Trustee Brazill and seconded by Trustee Cronk to authorize the purchase and installation of a 5' cabinet in the Trustee's Office located in the Village Office not to exceed \$1,100.00 per the quote dated February 20, 2007. All in favor. Motion carried.

APPOINTMENTS

VILLAGE CLERK – SUZANNE M. SNIDER

A motion was made by Trustee Champagne and seconded by Trustee Cronk to appoint Suzanne M. Snider as Village Clerk effective February 24, 2007. All in favor. Motion carried.

VILLAGE TREASURER – KAREN A. CURULLA

A motion was made by Trustee Brazill and seconded by Trustee Theobald to appoint Karen A. Curulla as part time Village Treasurer effective February 24, 2007 at her current hourly rate. All in favor. Motion carried.

PRIVACY OFFICER – SUZANNE M. SNIDER

A motion was made by Trustee Brazill and seconded by Trustee Champagne to appoint

Suzanne M. Snider as Privacy Officer effective February 24, 2007. All in favor. Motion carried.

TRUSTEES' REPORT

Trustee Champagne reported that the Easter Egg Hunt is scheduled for March 31, 2007 from 10:30AM to Noon. He said that the hunt will be held rain or shine for children 12 and under. Trustee Champagne said that he will work with Trustee Theobald to finalize the project.

Trustee Champagne said that he cannot update the sign at Lewis Park due to the recent heavy snowfall in the park, but will make adjustments as soon as the weather allows.

Trustee Theobald reported that he will have the finalized Overnight Parking Report for the March 6, 2007 Village Board Meeting and will give a small presentation.

Trustee Cronk said that he is currently working on budgets and all is going well.

Trustee Brazill said that the next newsletter is scheduled for the end of March and asked the Board members to think about items they would like listed. Trustee Theobald asked if he could submit Minoa Days information and Trustee Brazill said that he could and he would appreciate the information by the third week in March.

Trustee Brazill reported that the Critical Response Team is considering holding a drill at Fayetteville-Manlius High School in the fall and will update the Board when he receives further information.

Trustee Champagne thanked the DPW for all of their hard work with the snow removal and Trustee Cronk said that he had received numerous great comments regarding the snow removal process.

Mayor Donovan said that it has been a trying couple of weeks and the DPW has done a great job with the snow removal. He said that the Village was in pretty good shape, but there was a problem with leaks in the Fire Department. Mayor Donovan said that he met with Murnane Construction and the DPW reviewed the building and took photos. He said that the representative from Murnane informed him that the roof was subcontracted out during installation and he would report back with a game plan to correct the roofing problem. Mayor Donovan said that they have been drying out the Fire Chief's computer equipment, which will be inspected and set-up again within a day or two.

MAYOR'S REPORT

Mayor Donovan provided a brochure for an Asset Building Workshop on March 2, 2007 and hosted by Healthy Communities to the Board for their review. He recommended that the Board members attend the workshop if their schedule allows it.

Mayor Donovan said that the NYCOM lobbying session is scheduled for February 25 through February 27, 2007. He said that Governor Elliot Spitzer is scheduled to be there and hopefully the Board would get an opportunity to speak with him as well.

COMMUNITY DEVELOPMENT STEERING COMMITTEE APPOINTMENT

Mayor Donovan reported that he was appointed to the Onondaga County Community Development Steering Committee effective February 12, 2007. Mayor Donovan said that he looks forward to working on the committee and hopes to find available funding for the Village of Minoa. Mayor Donovan said that he recognizes that there is limited funding and the requests usually outweigh the funding available.

**TREASURER'S
REPORT**

A motion was made by Trustee Brazill and seconded by Trustee Theobald to accept the Treasurer's Report for January 2007 as recorded. All in favor. Motion carried.

**TRANSFERS IN
APPROPRIATIONS**

A motion was made by Trustee Brazill and seconded by Trustee Theobald to approve the requested transfer of appropriations in the General Fund and the Capital (HL) Fund attached hereto as Schedule "A". All in favor. Motion carried.

AUDIT CLAIMS

A motion was made by Trustee Brazill and seconded by Trustee Cronk that claims on Abstract #17 in the amounts of General Fund - \$66,664.43 (Vouchers 761-811); CM Fund - \$712.50 (Voucher 277); Water Fund - \$267.22 (Vouchers 102-105); Sewer Fund - \$16,709.59 (Vouchers 277-289); and Capital Fund (HL) - \$2,104.21 (Vouchers 021-026) for a total of \$ 86,457.95 be audited and paid. All in favor. Motion carried.

ADJOURNMENT

A motion was made by Trustee Theobald and seconded by Trustee Brazill that the Village Board Meeting be adjourned at 7:55 p.m. All in favor. Motion carried.

Respectfully submitted,

Suzanne M. Snider
Village Clerk