

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 5, 2007

February 5, 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 5, 2007.

PRESENT: Mayor Donovan
Trustee Cronk
Trustee Brazill
Trustee Theobald
Trustee Champagne
Attorney Primo
Suzanne Snider

ALSO PRESENT: Jim Read (Post Standard) and Richard Greene

Mayor Donovan opened the meeting at 7:37 p.m. with the Pledge of Allegiance led by Suzanne Snider. Mayor Donovan welcomed Suzanne Snider to the Village Board meeting.

MINUTES OF
SPECIAL MEETING
JANUARY 17, 2007

Tabled until the next Village Board Meeting.

MINUTES OF
PUBLIC HEARING
JANUARY 17, 2007

Tabled until the next Village Board Meeting.

**MINUTES OF
VILLAGE BOARD
MEETING JANUARY
17, 2007
MINOA FIRE**

Tabled until the next Village Board Meeting.

PERMISSION TO POST SERVICE AWARD PROGRAM REPORT FOR 2006 AT STATIONS I & II

A motion was made by Trustee Brazill and seconded by Trustee Cronk to post the Service Award Program Report for 2006 at Stations I and II. All in favor. Motion carried.

RATIFY PERMISSION TO ATTEND THE NEW YORK STATE ASSOCIATIONS OF FIRE CHIEFS

A motion was made by Trustee Brazill and seconded by Trustee Theobald ratifying approval for eleven Fire Department members to attend the New York State Association of Fire Chiefs Spring 2007 Seminar Series on February 1, 2007 at the North Syracuse Jr. High School in North Syracuse for a total cost of \$195.00. All in favor. Motion carried.

Trustee Brazill reported that Fire Chief Pat Flannery's mother passed away and the funeral services will be held on February 10, 2007 at 9:15AM at Schepps Funeral Home at 9:15AM and meeting at St. Mary's Church at 10:00AM directly following the services.

A motion was made by Trustee Brazill and seconded by Trustee Champagne to authorize the Flannery family use of Station II after the funeral. All in favor. Motion carried.

Trustee Brazill presented a proposal for shelving in the Fire Department. He said that trophies and boxes are currently on the floor and requested shelves for display. Trustee Brazill said that he called Wood Etc. and they will create a framed 4 x 16 cherry wood shelving unit that would be boxed in and plaques could be hung between the shelves. He said that the original quote was for \$1,500, but they had forgotten to add a shelf for the television set. Trustee Brazill said that the items were not originally budgeted, but funds were available.

A motion was made by Trustee Champagne and seconded by Trustee Theobald to authorize the purchase of shelves from Wood Etc. for installation in the Minoa Fire Department lounge not to exceed \$1,800. All in favor. Motion carried.

**ADOPTION OF
LOCAL LAW #3 FOR**

A motion was made by Trustee Brazill and seconded by Trustee Champagne adopting Local Law #3 for 2007 relating to the amendment of Chapter 151, entitled "Water" of

2007 the Village of Minoa Municipal Code attached hereto as Schedule "A". All in favor.
Motion Carried.

**REQUEST
PERMISSION TO USE
REES FIELD 04/02/07
– 06/08/07 BY ES-M JV
BASEBALL** Trustee Brazill said that this is an annual request and will inform William McEachron that the field was reseeded, so it's just a grass field and see if he is ok with the condition of the field. Attorney Primo said that they need to complete the Priority Use Agreement and their practices cannot conflict with ESM Youth Sports and the ES-M Little League. He said that they should have the understanding that they are third in line

A motion was made by Trustee Brazill and seconded by Trustee Cronk giving permission to the East Syracuse-Minoa Central School District to use Rees Field for their interscholastic JV baseball practices from approximately April 2, 2007 through June 8, 2007, contingent on their signing the Priority Use Agreement and coordinating the use of the field with ESM Youth Sports and ES-M Little League. All in favor. Motion carried.

**WORKPLACE
VIOLENCE
PREVENTION
PROGRAM AND
POLICY - UPDATE** Mayor Donovan reported that the surveys have been received and he will review them upon Clerk/Treasurer Curulla's return from vacation. He said that he is not concerned about employee violence, but is more concerned about outside situations. Attorney Primo said that those questions were provided in the survey and were very specific.

**CODES
ENFORCEMENT** Richard Greene reported that he met with Mayor Donovan and David Tessier of the Town of Manlius to discuss the Action Top Soil and properties outside of the Village that are not being properly maintained. He said that he was informed that the Town of Manlius has a current file on the properties and Mr. Greene has previously asked the Town of Manlius to address the problem. Mr. Greene requested approval from the Board to write a letter to the Town of Manlius in a form of complaint asking them to enforce the Uniform Code. Attorney Primo said that filing a complaint should be filed by a resident of the Town of Manlius and is concerned that the Village is making the complaint. Mr. Greene stated that Mr. Tessier informed him that the Village of Minoa should file the complaint, as the property is quickly deteriorating and he is concerned about large waste materials. Mayor Donovan said that the main entrance to the Village of Minoa needs to be cleaned up and action taken. Attorney Primo said that there shouldn't be a problem if Mr. Greene filed a complaint on behalf of the Village. Discussion ensued regarding the potential improper disposal of waste material. Mayor Donovan said that the opinion should be voiced as a formal complaint from the Village.

A motion was made by Trustee Brazill and seconded by Trustee Theobald to authorize Mr. Green to compose a written complaint to the Town of Manlius on behalf of the Village of Minoa regarding property violations located in the Town of Manlius. All in favor. Motion carried.

Mr. Greene asked Attorney Primo if the Village had the authority to tow vehicles that were violating overnight parking on streets and sidewalks under Municipal Code. Attorney Primo said that the Village does not have authority, but legislation can be made. Mr. Greene said that letters have been sent stating that violators will be ticketed or towed. Attorney Primo said that a nearby municipality was given the provision that an outside contractor could tow and was possible. Mr. Greene said that signs have been posted and that language should be amended and added to the existing code. Mayor Donovan said that it would take one trip to the vehicle impound to stop habitual offenders. Mayor Donovan said that the DPW hasn't complained this past week, but agreed that there wasn't a snow problem within that period. Mr. Greene said that you have to give the offenders due process and keep the pressure on the Town of Manlius Police. He said that it should be enforced continuously and not just on snowy evenings. Mr. Greene clarified that vehicles should not be on the road between 1:00 a.m. and 7:00 a.m.

Trustee Theobald said that his study should be done shortly and allocated areas would be allowed. He said that if that doesn't work, then they should be towed and will alleviate future problems. Trustee Cronk said that he has contacted the Town of Manlius Police and has written a complaint letter to the Police Chief without a response. Attorney Primo said that someone should be appointed by the Village to monitor the activity and advised the Board that the process could be expensive to the Village. Mr. Greene said that the autos can be disposed of if not retrieved within 30 days and the Village would keep the salvage value and/or auction the vehicle. Mr. Greene said that the DPW should make the decision when the problem arises and when the message gets across to the residents they will stop.

Trustee Cronk said that the vehicles are on the streets at all times and this creates a problem when emergency vehicles cannot get through. Trustee Champagne agreed that he has seen it happen on numerous occasions. Trustee Cronk said that they are parked in front of fire hydrants and it poses a safety risk.

Mr. Greene said that the Board should keep it under consideration and give the DPW, Fire and Ambulance the authority to tow parking violators. Mayor Donovan said that he will send a letter to Town Supervisor Hank Chapman putting him on notice that he has spoken to Police Chief Fran Marlowe about the parking problems. Mayor Donovan said that the vehicles should be ticketed and towed. He said that Thomas Petterelli has been taking notes on offenders and reporting back to him.

Trustee Cronk said that earlier in the season he called the police and they placed warning tickets. He said that many of the long-term residents are aware of the rules, but the problem still exists. Discussion ensued about contacting the appropriate Town of Manlius

personnel to handle the situation.

Mayor Donovan said that Thomas Petterelli could handle the towing, but is concerned about the potential liabilities and creating an impound area. Trustee Brazill suggested that Mayor Donovan contact Mr. Chapman in writing about the problems.

TRUSTEES' REPORT

Trustee Champagne requested permission to hold the Annual Easter Egg Hunt on March 31, 2007 at Lewis Park. He said that he will report back to the Board with the specific time of the event and it would probably be between 10:00 a.m. and Noon. He said that the event would be held rain or shine. Trustee Champagne said that he will work with Trustee Theobald to order the appropriate items needed for the hunt.

A motion was made by Trustee Brazill and seconded by Trustee Theobald approving the Annual Easter Egg Hunt be scheduled for March 31, 2007. All in favor. Motion carried.

Trustee Champagne said that he set the Trustees' voicemail up and they are password protected; they do not have the ability to retrieve messages while away from the office. Discussion ensued regarding the process of setting up the voicemail systems and the training needed for the Village Office.

Trustee Champagne then thanked the DPW for fixing the Lewis Park sign brackets and making the sign easier to change.

Trustee Theobald provided the December 19, 2006 Police Committee minutes for the Board's review along with a summary of salary increases. He said that they are waiting for the full budget to be sent from the Town of Manlius. Trustee Theobald said that Officer Peckins provided the results of the 2006 Annual Traffic Analysis Report and that accidents in the Town of Manlius were reduced in 2006. He said that Officer Peckins would be available to give a presentation at the Board's request. Discussion ensued regarding the report and speed limits throughout the Town of Manlius that resulted in speeding tickets. Trustee Theobald said that they did a great job on the presentation.

Trustee Theobald said that he attended the Onondaga County Planning Federation on January 30, 2007 and said that classes pertained to the misconception that the DEC oversees the SEQR process. He said that the DEC is not the SEQR policeman and that it's the responsibility of the municipality to monitor the procedure. Trustee Theobald said that the goal of the class was to make sure that permit approvals were done correctly and that the class was involved and informative.

Trustee Cronk said that he has been working on the budgets for the February 13, 2007 meeting with Clerk/Treasurer Curulla and Mayor Donovan. He said that there won't be

any big surprises in his budget and budget items were kept consistent.

Trustee Cronk said that he attended County Triad Meeting and the Town of Manlius Triad meeting was cancelled due to weather. He said that Onondaga County now has a bracelet for Alzheimer patients that can track them immediately by GPS. He said that they were shown a demonstration and they are available at \$300 each and a \$10 per month fee. He said that it was a great tool for finding people who have wandered off.

Trustee Brazill said that the newsletter was mailed out and would email Jim Read a copy.

MAYOR'S REPORT

Mayor Donovan said that he provided the Board with the NYCOM Winter Legislative agenda and that Senator David Valesky, Assemblywoman Joan Christensen, and Assemblyman Al Stirpe will be available for appointments. Mayor Donovan said that they should be back by Tuesday evening.

Mayor Donovan thanked Trustee Brazill and Trustee Theobald for joining him at the wake for former Mayor Eisenberg of Marcellus. He said that it was a nice turnout and the family was appreciative of their respectful effort.

Mayor Donovan reminded the Board that budget meetings were scheduled for 2/13/07 and 2/14/07 to work through the process with the Department Heads. Mayor Donovan then requested that Trustee Champagne and Trustee Theobald sit through the budget process with Trustee Cronk.

ATTORNEY'S REPORT

Nothing to report.

AUDIT CLAIMS

A motion was made by Trustee Cronk and seconded by Trustee Brazill that claims on Abstract #16 in the amounts of General Fund - \$23,251.82 (Vouchers 712-760); Water Fund - \$59.99 (Vouchers 099-101); Sewer Fund - \$5,082.97 (Vouchers 271-276); and Capital Fund (HL) - \$248.00 (Voucher 020) for a total of \$28,642.78 be audited and paid. All in favor. Motion carried.

ADJOURNMENT

A motion was made by Trustee Brazill and seconded by Trustee Champagne that the Village Board Meeting be adjourned at 8:32 p.m. All in favor. Motion carried.

Respectfully submitted,

Suzanne M. Snider