

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
JANUARY 5, 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 January 5, 2009.

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

ALSO PRESENT: Dan DeLucia, Chris Beers, John Sears, Thomas Petterelli, Dennis Erard, Wendy Czajak, Tom Czajak, Robert Becker, Walt McGarrity, Sean Burgess, Scot Garland, Carolyn Henn, Jim Schuyler, Dave VanMarter, Ernie Green, Al Tompkins, Peter Cipriano, David Matthes, Sr., Fire Chief Patrick Flannery, Rich Sabin, Jeremy Erard, Erich Schepp, and Brad Cretaro

ABSENT: None

Mayor Donovan opened the meeting at 7:32 p.m. with the Pledge of Allegiance led by Trustee Theobald.

MINOA FIRE
DEPARTMENT
SWEARING IN

Trustee Brazill swore in the following Minoa Fire Department members for the Annual Swearing in Ceremony:

CEREMONY

EXECUTIVE BOARD	
TITLE	NAME
President	Dave Matthes, Sr.
Treasurer	Pete Cipriano
Secretary	Al Tompkins
Board of Directors Member	Wendy Czajek
Board of Directors Member	Brad Cretaro
Board of Directors Member	Ernie Green
Board of Directors Member	Ray Matthes
Board of Directors Member	Denny Erard

CHIEFS AND LINE OFFICERS	
TITLE	NAME
Chief	Patrick Flannery
2nd Asst Chief	Rich Sabin
Capt Station I	Jeremy Erard
Lt Station I	David Hess
Lt Station I	Erich Schepp

Mayor Donovan thanked the Minoa Fire Department members for their dedication and hard work throughout the year.

FIRE DEPARTMENT *REQUEST PERMISSION TO ATTEND THE OPENWATER DIVER PROGRAM AT AQUATIC WORLD*

A motion was made by Trustee Brazill and seconded by Trustee Theobald giving permission for Peter Ferstler, Firefighter, and Mike Ferstler, Junior Firefighter, to attend the Openwater Diver Program at Aquatic World, North Syracuse, NY, at a cost of \$535.00 per person. All in favor. Motion carried.

Chief Patrick Flannery said that the Ferstler's were longstanding members of the community and they see a strong commitment to the Minoa Fire Department. He said that Mike Ferstler is a Junior Firefighter who is heavily involved in water sports and an excellent candidate for the diver program and based upon the approval of the parents, Junior Firefighters can attend firefighter courses.

Chief Patrick Flannery discussed the horrific house fire that happened in Richland, NY and said it was important that everyone have working smoke detectors in their homes. He said the Minoa Fire Department has fire detectors available for residents upon request.

**MINUTES OF
VILLAGE BOARD
MEETING -
DECEMBER 15, 2008**

A motion was made by Trustee Theobald and seconded by Trustee Champagne to accept the minutes of the December 15, 2008 Village Board Meeting as recorded. All in favor. Motion carried.

AMENDED MOTION Clerk/Treasurer Snider reported that each year an updated Local Highway Inventory

**/ APRIL 17, 2006 /
MINOA FARMS /
ACCEPTANCE OF
SANITARY SEWERS,
ROADS AND
WATER SYSTEMS**

is submitted to the New York State Department of Transportation for CHIPS funding detailing the additional pavement of roads within the Village of Minoa and specifically, Minoa Farms, with a copy of the minutes from April 17, 2006 which included the following motion:

April 17, 2006

“A motion was made by Trustee Cronk and seconded by Trustee Champagne adopting the resolution attached hereto as Schedule “B” in connection with the dedication of the streets and utility infrastructure relative to Part 2 Phases IA and IB of the Minoa Farms Subdivision and certain Village sanitary sewer constructed by the Developer. All in favor. Motion carried.”

Clerk/Treasurer Snider stated that the motion did not contain a detailed list of street names; therefore, the New York State Department of Transportation requested an updated motion including all of the street names that were originally submitted and accepted in April 2006.

A motion was made by Trustee Champagne and seconded by Trustee Cronk amending the adopted resolution of April 17, 2006 to include the accepted street names as originally submitted for the purpose of submission to the New York State Department of Transportation as follows with the street map attached hereto as Schedule “A”:

- Beresford Lane
- Forest View Drive
- Kensington High Street
- Minoa Lakes Road
- Norbert Place
- Taverly Drive

All in favor. Motion carried.

**GRANT WRITING
AGREEMENT / KL
CONSULTING
SERVICES**

A motion was made by Trustee Brazill and seconded by Trustee Champagne authorizing Mayor Donovan to execute a grant writing agreement with KL Consulting Services, owned by Kristy A. LaManche, at a cost of \$3,000.00 quarterly, \$12,000.00 annually, and provide twenty (20) hours per month/sixty (60) hours per quarter of service, with a provision to terminate the agreement with five (5) days prior written notice at the end of each quarter. All in favor. Motion carried.

**2009 NYCOM
WINTER
LEGISLATIVE
MEETING /
FEBRUARY 22-24,
2009**

A motion was made by Trustee Champagne and seconded by Trustee Theobald giving permission to all Village Board members to attend the 2009 NYCOM Winter Legislative Meeting to be held in Albany, NY from February 22-24, 2009 at a cost of \$195.00 registration fee and \$209.00 per evening room and board charge. All in favor. Motion carried.

**LJR ENGINEERING /
RATE INCREASE** A motion was made by Trustee Brazill and seconded by Trustee Cronk agreeing to adjust the hourly rate for LJR Engineering effective January 1, 2009 as per their written request dated December 30, 2008 and attached 2009 Rate Schedule as follows: Owner - \$120.00/hr., Senior Project Manager - \$115.00/hr, Project Manager - \$95.00/hr, Engineer - \$85.00/hr, Designer - \$80.00/hr, and Inspector \$75.00/hr. All in favor. Motion carried.

**NOTICE OF AWARD
OF GRANT /
JUSTICE COURT** Clerk/Treasurer Snider reported that Judge Janet Stanley received a grant from the State of New York Justice Court Assistance Program 2008-2009 State aid grant in the amount of \$195.00 and the Unified Court System will order and pay for a handheld metal detector and a commercial quality calculator, which will be shipped directly to the Village Justice Court.

**INTERMUNICIPAL
AGREEMENT /
CODES
ENFORCEMENT /
VILLAGE OF
FAYETTEVILLE** A motion was made by Trustee Champagne and seconded by Trustee Theobald authorizing Mayor Donovan to enter into an Intermunicipal Agreement for Codes Enforcement Services with the Village of Fayetteville in the amount of \$39,000.00 annually and paid at the end of each quarter in the amount of \$9,750.00 directly to the Village of Minoa. All in favor. Motion carried.

Mayor Donovan said the amount was increased to \$39,000.00 based upon a 60/40 split with the Village of Fayetteville consuming 60% of Richard Greene's weekly schedule.

AMBULANCE ***REQUEST PERMISSION TO ATTEND EXCELLING AS A FIRST TIME
MANAGER OR SUPERVISOR CLASS***

A motion was made by Trustee Brazill and seconded by Trustee Champagne giving permission for Keith Brandis and Patrick Herrick to attend the Excelling as a First Time Manager or Supervisor class, Syracuse, NY, March 3, 2009, at a cost of \$149.00 per person. All in favor. Motion carried.

DPW Nothing to report.

WWTF Nothing to report.

TRUSTEES' REPORT Trustee Champagne reported that the annual Easter Egg Hunt is scheduled for April 11, 2009 at Lewis Park from 10:30 a.m. to Noon for children ages ten and under.

Trustee Theobald had nothing to report.

Trustee Cronk reported that a pump had failed at the Waste Water Treatment Facility with minimal damage and the pump is currently under repair.

Trustee Brazill requested that Trustees submit their newsletter information by January 9, 2009 and he would talk to Chief Patrick Flannery about the wording for the newsletter for the smoke detector information.

MAYOR'S REPORT

Mayor Donovan said he is looking forward to the NYCOM Winter Legislative meeting and hopes to have a meeting with our local Senator and Assemblyman.

**ATTORNEY'S
REPORT**

Attorney Primo provided the Board with an outline of the 485-b Basic Exemption vs. Accelerated Strategic Exemption, which would allow the Village of Minoa to adopt a partial real property tax exemption for certain commercial, business and industrial improvements in the Village. Attorney Primo provided two different draft Local Laws for the Board to review entitled 1) "Business Investment Exemption" and 2) "Village of Minoa Industrial and Commercial Incentive Board" and "Business Investment Exemption". He said the required minimum cost of construction for the Basic Exemption is \$10,000.00 and the Accelerated Strategic Exemption construction minimum is \$50,000.00.

Attorney Primo said that if the Board should move forward with the Accelerated Strategic Exemption, they would need to create an Industrial and Commercial Incentive Board of five (5) members which would consist of one member of the Village Board of Trustees, one Planning Board member, and three (3) village residents. The Board would review the exemption requests and forward their opinions to the Village Board for approval.

Attorney Primo said that businesses could apply for the exemption within the year the Certificate of Occupancy is issued. The Board would have to choose a date to make the law effective and the date of the exemption could possibly go back retroactively upon their approval. Attorney Primo said the exemption is not allowable for homes, apartment dwellings, and only applies to restaurants, manufacturing, hotels, motels and commercial properties. Trustee Theobald asked if the exemption would apply to commercial properties that have rental units and Attorney Primo said he would research his question.

AUDIT CLAIMS

A motion was made by Trustee Champagne and seconded by Trustee Theobald that claims on Abstract #15 in the amounts of General Fund - \$48,009.98 (Vouchers 561-605); Sewer Fund - \$17,860.56 (Vouchers 198-215); and Capital Fund (HP) - \$30,609.37 (Voucher 013) for a total of \$96,479.91 be audited and paid. All in favor. Motion carried.

PUBLIC COMMENTS

John Sears asked why the newsletter was issued three months ago and they have not yet received the most recent newsletter. Mayor Donovan said they try to put the newsletter out on a quarterly basis and there isn't a publication deadline. Trustee

Brazill said they typically put out a newsletter when they have enough information to provide for the residents.

Attorney Primo said that publishing a newsletter is not a requirement for municipalities and Trustee Brazill creates the newsletter on his own time; therefore, there are no time requirements.

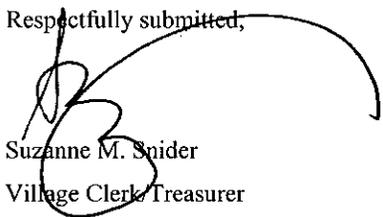
Chris Beers said he had concerns about the signage and lighting that Ryan Homes recently placed on the model home in Minoa Farms. He said that Ryan Homes said they would take down the lights by January 9, 2009 and asked the Board if they had any plans to address signage and lighting. Mayor Donovan said the Board is currently reviewing the Signage Code and it would be addressed in the upcoming law. Mr. Beers said the current code does not allow for signage in residential areas and should be addressed. Discussion ensued regarding the bright lights that were installed at the model home and general rules for lighting within the village limits.

Mr. Sears asked how the residents would know about the restrictions and Mayor Donovan said the residents would be notified by legal notices posted around the village, the Post-Standard, and the village website <http://www.villageofminoa.com> Mr. Sears asked if the residents could advertise in the newsletter, as local church events are often mentioned in the newsletter. Mayor Donovan said the newsletter is not a commercial venture and only non-profit organizations community events are posted. Mayor Donovan said the purpose of the newsletter is to alert the residents to activities being done by the Village of Minoa and occasional community events. Mr. Sears said the newsletter is being paid for by the residents and if only the Village of Minoa decides what goes in the paper it is a dictatorship.

ADJOURNMENT

A motion was made by Trustee Champagne and seconded by Trustee Cronk that the Village Board Meeting be adjourned at 8:23 p.m. All in favor. Motion carried.

Respectfully submitted,


Suzanne M. Snider
Village Clerk/Treasurer

