

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 7, 2008

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 7, 2008.

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

ABSENT: Trustee Brazill
Attorney Primo

ALSO None

PRESENT:

Mayor Donovan opened the meeting at 7:31 p.m. with the Pledge of Allegiance led by Trustee Champagne.

MINUTES OF
VILLAGE BOARD
MEETING -
DECEMBER 17, 2007

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

CONSIDERATION Tabled
FOR THE
ADOPTION OF

**LOCAL LAW #1 FOR
2008 - ZONING
(MINOA FARMS)**

**MINOA FARMS -
STREET LIGHTING
ALTERNATIVES**

Mayor Donovan said he received a letter from Dick Kobor regarding Street Lighting Alternatives for Minoa Farms and had provided the letter to the Village Board for their review. Mayor Donovan said that Mr. Kobor analyzed advantages and disadvantages of the Village retaining ownership of the street lighting in Minoa Farms as listed below:

Advantages to Village of Minoa retaining ownership

- Low or no cost for initial installation
- Savings of approximately \$160 per light per year (note: \$245 per light per year if utility owned including \$85 per light per year for energy)

Advantages for National Grid retaining ownership

- No cost for initial installation
- Much more favorable utility rates for billing items than was originally higher priced and calculated six years ago at the development's inception
- Utility company installation removes the safety risks from a contractor and municipality for digging in a mature subdivision, as all other underground facilities have been installed, including high voltage systems
- Future maintenance of the system will be the responsibility of the utility company, i.e. lamps, luminaries, poles, vandalism repairs, motor vehicle damage, storm damage, etc.

Mayor Donovan said he received an email from David Hess, National Grid, on January 7, 2008 stating that National Grid is capable of installing 70w HPS Aspen Grove fixtures (RSL350) mounted on fiberglass poles within Minoa Farms upon request if National Grid takes ownership of the street lighting. Mayor Donovan said these are the fixtures that the Village and Elliot Lasky had planned on installing in Minoa Farms.

A motion was made by Trustee Champagne and seconded by Trustee Cronk declining the option for ownership of the Street Lighting in Minoa Farms due to safety reasons and potential financial liabilities; thus agreeing to move forward with National Grid retaining ownership of said Street Lighting. All in favor. Motion carried.

**POLE BARN
ELECTRICAL
QUOTES / TCG OF
SYRACUSE**

Clerk/Treasurer Snider said that on June 18, 2007 the Minoa Fire Department was at a regularly scheduled Board meeting requesting help from the Village of Minoa to refurbish the Pole Barn located at Lewis Park. Throughout the summer the items to be corrected were discussed and the Village agreed that the Minoa Fire Department could request quotes for the electrical repairs needed at the Pole Barn and it was agreed that

the Village of Minoa would split the cost of the project 50/50 with the Minoa Fire Department up to \$8,000.00 total for electrical repairs, with the Village's portion not to exceed \$4,000.00. The Minoa Fire Department provided quotes on November 19, 2007 and TCG's quote was accepted based on their initial assessment that Phase I would cost \$3,300.00 and they would quote Phase II, which was expected at the time not to exceed \$3,300.00. After completion and the need for additional work done, TCG came back with the following quotes:

- Phase II – material, labor & equipment to remove approximately 525' of 3/0 aluminum wire in the 2" conduit and install new 525' of 3/0 copper wire with (1) 175' #6 thln green copper wire, provide terminations on the load side of the 200 amp disconnect and on the line side of the existing panel and provide the electrical permit – Phase II \$2,600
- Phase III – additional work needed – material labor, & equipment to install new 200 amp Main Cutler Hammer Panel 40 circuit for Panel #1, transfer circuits from old GE panel to new panel, re-feed existing Square D Panel from the new Cutler Hammer Load Center, remove any aluminum branch circuits and replace with copper wire – Phase III \$3,500

Clerk/Treasurer Snider said the Minoa Fire Department has respectfully requested that the Village of Minoa pay 50% up to \$8,000.00 total cost (\$4,000.00 Village and \$4,000.00 Minoa Fire Department, Inc.) per original discussions and the Minoa Fire Department, Inc. will pay the remaining balance beyond any costs exceeding the original \$8,000.00.

A motion was made by Trustee Theobald and seconded by Trustee Cronk to amend the November 19, 2007 motion accepting the lowest quote from TCG of Syracuse Corp. for electrical repairs to the Pole Barn as follows, the Village of Minoa agrees to pay 50%, not to exceed \$4,000.00, and the remaining balance will be paid by the Minoa Fire Department, Inc. per the following quotes from TCG of Syracuse Corp. All in favor. Motion carried.

| | Date | Quote | Minoa Fire Dept. | Village of Minoa |
|--------------|-------------|-------------------|-------------------------|-------------------------|
| Phase I | 11/15/2007 | \$3,300.00 | \$1,650.00 | \$1,650.00 |
| Phase II | 12/7/2007 | \$2,600.00 | \$1,300.00 | \$1,300.00 |
| Phase III | 12/10/2007 | \$3,500.00 | \$2,450.00 | \$1,050.00 |
| TOTAL | | \$9,400.00 | \$5,400.00 | \$4,000.00 |

AMBULANCE

SIX MONTH INCREASE FOR KEITH BRANDIS

A motion was made by Trustee Cronk and seconded by Trustee Champagne that based upon the recommendation of Trustee Brazill and a favorable six month review, Keith Brandis, Paramedic, be given an increase of \$.50 per hour from

\$13.00/hr to \$13.50/hr as was stated during the hiring process and that it be effective December 24, 2007. All in favor. Motion carried.

DPW

RETURN TO DPW DUTIES / MARK NICHOLSON

A motion was made by Trustee Cronk and seconded by Trustee Champagne to return Mark Nicholson to DPW duties per written notification of Syracuse Orthopedic Specialists dated December 27, 2007 and effective December 31, 2007. All in favor. Motion carried.

SIX MONTH INCREASE FOR MARK NICHOLSON

A motion was made by Trustee Cronk and seconded by Trustee Theobald that based upon the recommendation of Trustee Cronk, Thomas Petterelli and a favorable six month review, that Mark Nicholson, Laborer, be given an increase of \$.50 per hour from \$11.71/hr to \$12.21/hr as was stated during the hiring process and that it be effective December 1, 2007. All in favor. Motion carried.

TERMINATION OF PT LABORER SCOTT BENOIT

A motion was made by Trustee Cronk and seconded by Trustee Theobald ratifying prior approval to terminate PT Laborer Scott Benoit effective January 2, 2008. All in favor. Motion carried.

**DONATION OF
SICK TIME**

A motion was made by Trustee Theobald and seconded by Trustee Champagne ratifying prior approval giving permission for Thomas Petterelli to donate three (3) sick days to a fellow employee. All in favor. Motion carried.

**REQUEST
PERMISSION TO
ATTEND 3RD
ANNUAL NYSBOC
CENTRAL CHAPTER
CONFERENCE**

A motion was made by Trustee Theobald and seconded by Trustee Cronk authorizing Richard Greene to attend the 3rd Annual NYSBOC Central Chapter Conference in Liverpool, NY on April 14, 2008 thru April 17, 2008 at a cost of \$350.00 per person and the cost of the conference to be split 50/50 with the Village of Fayetteville. All in favor. Motion carried.

**REQUEST
PERMISSION TO
ATTEND THE
JANUARY 2208
MUNICIPAL
TRAINING
PROGRAM**

A motion was made by Trustee Cronk and seconded by Trustee Champagne authorizing Robert Wolf and Richard Greene to attend the January 2008 Municipal Training Program offered by the Onondaga County Planning Federation in Syracuse, NY on January 29, 2008 at a cost of \$65.00 per person. The cost of the conference for Richard Greene to be split 50/50 with the Village of Fayetteville. All in favor. Motion carried.

APPOINTMENT -

A motion was made by Trustee Champagne and seconded by Trustee Theobald agreeing

ELECTION INSPECTORS to appoint the following as Election Inspectors for the Village Elections to be held on Tuesday, March 18, 2008: Beatrice Gallup, Chairperson, Zelma Elko, Anne McCarthy, and Philip Hullar at \$9.00/hr. All in favor. Motion carried.

RESOLUTION STATING TIME AND PLACE OF ELECTION A motion was made by Trustee Theobald and seconded by Trustee Champagne do hereby agree that the place for the General Village Election to be conducted on March 18, 2008 between the hours of 12 Noon and 9:00 p.m. will be at the Municipal Building in the Golden Age Room, 240 N. Main Street, Minoa, NY 13116. All in favor. Motion carried.

VILLAGE REGISTRATION DAY A motion was made by Trustee Champagne and seconded by Trustee Cronk agreeing that the Village of Minoa would discontinue holding a Village Registration Day. All in favor. Motion carried.

TRUSTEES' REPORT Trustee Champagne reported that the Easter Egg Hunt will be held earlier this year and the date needs to be discussed due to the weather and is currently scheduled for March 22, 2008. Trustee Champagne said that he and Trustee Theobald will work together in planning the event.

Trustee Champagne said he had updated the sign at Lewis Park to remind people about no parking on Village streets from November 1, 2007 through April 1, 2008 for snow removal purposes.

Trustee Theobald said that there were vehicles ticketed in front of the Municipal Building, but the Town of Manlius Police are not addressing the side streets. Mayor Donovan said they should contact the Town of Manlius Police and alert Captain Bill Bleyle of the problem. Trustee Cronk said he had spoken with Captain Bleyle and there are still an excessive amount of cars parked in the road that create a hazardous condition.

Trustee Theobald reminded the Board that the retirement open house for Marty Lynch was scheduled for Friday, January 11, 2008 at the Fayetteville Senior Centre. The Board agreed that they all planned to attend.

Trustee Cronk said things are going well with the WWTF and DPW. He said they are in the process of changing out pumps at the WWTF and things are running smoothly. Trustee Cronk said there were some wastewater issues with the ESM School District, but they are being addressed and Mayor Donovan confirmed that he had a meeting scheduled with the ESM School District to discuss stormwater management.

MAYOR'S REPORT Nothing to report.

**ATTORNEY'S
REPORT**

Absent

**TREASURER'S
REPORT**

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

**TRANSFERS IN
APPROPRIATIONS**

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

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 - \$29,100.82 (Vouchers 613-663); CM Fund - \$520.00 (Voucher - 275); and Sewer Fund - \$3,993.43 (Vouchers 209-226) for a total of \$33,614.25 be audited and paid. All in favor. Motion carried.

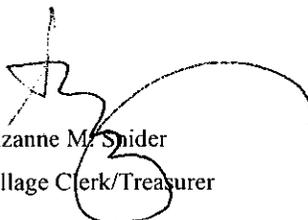
PUBLIC COMMENTS

Let the record show that there was no one in attendance for comments.

ADJOURNMENT

A motion was made by Trustee Theobald and seconded by Trustee Cronk that the Village Board Meeting be adjourned at 7:47 p.m. All in favor. Motion carried.

Respectfully submitted,


Suzanne M. Snider
Village Clerk/Treasurer

PER BOARD RESOLUTION:
AS OF:

1/7/2008
11/30/2007

AGENDA ITEM

| TRANSFER IN APPROPRIATIONS GENERAL FUND | | | | | |
|--|--|-------------|-----------|---|-------------|
| FROM | | | TO | | |
| ACCOUNT | TITLE | AMOUNT | ACCOUNT | TITLE | AMOUNT |
| A1325.10 | Treasurer - Personal Services | \$ 2,650.00 | A7110.4 | Parks - Contractual Expense | \$ 2,650.00 |
| A1325.10 | Treasurer - Personal Services | \$ 70.00 | A7410.41 | Library - Newchannels Security | \$ 70.00 |
| A1325.10 | Treasurer - Personal Services | \$ 70.00 | A7520.40 | Historical Property - Contractual | \$ 70.00 |
| A2770 | Other Unclassified Revenue Reimbursement for Pole Barn Damage | \$ 1,350.00 | A7110.4 | Parks - Contractual Expense Reimbursement for Pole Barn Damage | \$ 1,350.00 |
| A1325.10 | Treasurer - Personal Services | \$ 2,500.00 | A1325.401 | Clerk/Treasurer - Website | \$ 2,500.00 |
| A4540.48 | Ambulance - Ambulance Supplies | \$ 2,400.00 | A4540.20 | Ambulance - Equipment | \$ 2,400.00 |
| A1640.40 | Central Garage - Misc Contractual | \$ 50.00 | A1640.2 | Central Garage - Equipment | \$ 50.00 |
| A3410.49 | Fire Department - Bldg & Util # 2 | \$ 1,500.00 | A3410.14 | Fire Department - MEO/Mechanic OT | \$ 1,500.00 |
| A1325.10 | Treasurer - Personal Services | \$ 1,200.00 | A7550.4 | Celebrations - Contractual Expense | \$ 1,200.00 |

SCHEDULE "A"