

**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  
July 31, 2007**

July 31, 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 July 31, 2007.

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

**ABSENT:** Trustee Brazill  
Attorney Primo

**ALSO PRESENT:** Thomas Petterelli

Mayor Donovan opened the meeting at 12:00 p.m. with the Pledge of Allegiance led by Trustee Champagne.

**MINUTES OF  
CONDEMNATION  
PROCEEDINGS  
CLOSED JULY 16, 2007**

A motion was made by Trustee Theobald and seconded by Trustee Champagne to accept the minutes of the July 16, 2007 Public Hearing on Condemnation Proceedings as recorded. All in favor. Motion carried.

**MINUTES OF**

A motion was made by Trustee Cronk and seconded by Trustee Theobald to accept the minutes of the July 16, 2007 Village Board Meeting as recorded. All in

VILLAGE BOARD  
MEETING - JULY 16,  
2007

favor. Motion carried.

MINOA  
AMBULANCE

***RESIGNATION / LEONARD MODELEWSKI***

A motion was made by Trustee Theobald and seconded by Trustee Cronk accepting the resignation of Leonard Modelewski as a full-time Emergency Medical Technician effective August 11, 2007. All in favor. Motion carried.

***CANVASS CIVIL SERVICE LISTING***

A motion was made by Trustee Theobald and seconded by Trustee Champagne directing Clerk Snider to secure the canvass list from Civil Service for a full-time Emergency Medical Technician and begin the canvassing process. All in favor. Motion carried.

***RATIFY PRIOR APPROVAL TO ATTEND ACLS REFRESHER COURSE***

A motion was made by Trustee Cronk and seconded by Trustee Champagne ratifying prior approval for Keith Brandis to attend the ACLS Refresher Course offered by the Village of Manlius on July 25, 2007 at no cost. All in favor. Motion carried.

Mayor Donovan stated for the record that Mr. Modelewski requested to be retained part-time as an Emergency Medical Technician.

MINOA FIRE  
DEPARTMENT

***REQUEST PERMISSION FOR FRANCIS BEARUP TO PARTICIPATE IN  
MUTUAL AID AGREEMENT***

A motion was made by Trustee Theobald and seconded by Trustee Cronk granting permission for Francis Bearup of the Clayton Volunteer Fire Department to respond with the Minoa Fire Department under the New York State Mutual Aid Agreement. All in favor. Motion carried.

***QUOTE FROM PATRICIA ELECTRIC***

A motion was made by Trustee Theobald and seconded by Trustee Cronk to accept the quote from Patricia Electric dated July 17, 2007 in the amount of \$1,800 to install underground PVC conduit and electrical wiring for the new lighted sign to be installed at Station II. All in favor. Motion carried.

Trustee Champagne asked when it was sent out for bid and it was clarified that it did not need to go out for bid or proposal, but required only quotes per the Purchase Policy of the Village. Mayor Donovan described the work to be completed at Station II and Trustee Champagne requested that he be made aware

of quotes and/or proposals needed. Trustee Cronk said that quotes are typically requested from various vendors that the Village had worked successfully with in the past and quotes are not advertised.

- PARADE REQUEST /  
ESM YOUTH SPORTS** A motion was made by Trustee Theobald and seconded by Trustee Champagne giving permission to the ESM Youth Sports 5-7 year old soccer players to hold a parade on North Main Street in the Village of Minoa on August 11, 2007 at 10:30 a.m. All in favor. Motion carried.
- Trustee Theobald said the ESM Youth Sports is using the St. Mary's Festival as an opportunity to kick off their upcoming soccer season and they have been in contact with the Town of Manlius Police.
- FIREWORKS  
REQUEST / ST.  
MARY'S CHURCH** A motion was made by Trustee Theobald and seconded by Trustee Champagne approving the Fireworks Permit Application submitted by St. Mary's Church and giving permission for the fireworks display to be held on August 11, 2007 at Rees Field. All in favor. Motion carried.
- PROCLAMATION /  
MADISON GERRY** A motion was made by Trustee Champagne and seconded by Trustee Cronk ratifying prior approval proclaiming July 28, 2007 as Madison Gerry Day in the Village of Minoa. All in favor. Motion carried.
- MANLIUS  
HISTORICAL  
SOCIETY RELEASE  
FORM** A motion was made by Trustee Theobald and seconded by Trustee Champagne authorizing Mayor Donovan to sign the Manlius Historical Society release form for the postcard CD donated by the Minoa Historical Society and courtesy of Norma Jenner's personal collection of Minoa postcards. All in favor. Motion carried.
- PERMISSION TO  
ATTEND THE  
ADVANCED  
ACCOUNTING  
SCHOOL** A motion as made by Trustee Theobald and seconded by Trustee Cronk giving permission to Clerk Snider to attend the Advanced Accounting School offered by the NYS Comptrollers Office in Fulton, NY from October 16 – 18, 2007 at a cost of \$80.00 plus traveling expenses. All in favor. Motion carried.
- NYCOM FALL  
TRAINING SCHOOL** A motion was made by Trustee Theobald and seconded by Trustee Champagne giving permission to any member of the Village Board, including Clerk Snider to attend the 2007 NYCOM Fall Training School in Saratoga Springs, NY from September 17 – 21, 2007. All in favor. Motion carried.
- PROPOSED LOCAL  
LAW -  
REGISTRATION** Mayor Donovan said he had discussed the proposed local law with area landlords and they were interested in the law. Mayor Donovan requested that the Board review the proposed law carefully. Mayor Donovan said the Village has had problems chasing

**AND INSPECTION  
RENTAL  
PROPERTIES LAW**

down absentee landlords and the proposed law is similar to a law recently passed by East Syracuse, which has been successful in maintaining difficult properties. Mayor Donovan said the law addresses multiple dwellings where the landlord does not reside at the property located in the village. Mayor Donovan said if someone owns and rents out a portion of their home, it would not require an inspection, however, if the landlord does not reside in the home and there are two or more rentals, it would require an inspection.

Mayor Donovan said the proposed law would provide protection to residents who rent from absentee landlords by giving the Village the ability to document problem through Codes Enforcement and would also allow property values to increase or remain consistent. Mayor Donovan said inspections would be required as each renter moves out. Trustee Champagne asked if the law would apply to two family homes and Mayor Donovan said it would only apply if the owner did not reside in the home. Trustee Champagne said there are numerous single family homes that are rental properties and the proposed law should apply to those as well. Mayor Donovan said the majority of problems are mainly in multiple family dwellings and this particular law does not address single family home rentals.

Mayor Donovan said the law was a result of rental complaints and the inability of municipalities being able to locate the landlords to address codes violations. He said the Village needs to have something enforced before more problems arise. Mayor Donovan said he would like to schedule a special work session to discuss the proposed law, schedule a public information meeting, and then schedule a public hearing. Mayor Donovan said he wants to make sure that the information is provided to the public in a timely manner so they have the opportunity to participate in the decision.

**AUDIT CLAIMS**

A motion was made by Trustee Theobald and seconded by Trustee Champagne that claims on Abstract #4 in the amounts of General Fund - \$17,202.38 (Vouchers 141 - 173); Sewer Fund - \$14,141.22 (Vouchers 050 - 062); and Capital Fund (HE) - \$473.50 (Voucher 001) for a total of \$31,817.10 be audited and paid. All in favor. Motion carried.

**EXECUTIVE SESSION  
- IN**

A motion was made by Trustee Champagne and seconded by Trustee Theobald to go into Executive Session at 12:31 p.m. for the purpose of discussing proposed, pending or current litigation. All in favor. Motion carried.

**EXECUTIVE SESSION  
- OUT**

A motion was made by Trustee Champagne and seconded by Trustee Theobald to come out of Executive Session at 1:20 p.m. All in favor. Motion carried.

**ADJOURNMENT**

A motion was made by Trustee Cronk and seconded by Trustee Champagne that the Village Board Meeting be adjourned at 1:21 p.m. All in favor. Motion

carried.

Respectfully submitted,

Suzanne M. Snider  
Village Clerk