

**DISTRIBUTION LIST**

**Ronald Cronk, Trustee  
Koagel & Vincentini  
Minoa Library**

**EMAIL DISTRIBUTION LIST**

**Richard Donovan, Mayor  
William Brazill, Trustee  
John Champagne, Trustee  
Eric Christensen, Trustee  
Thomas Petterelli, DPW Superintendent  
Janet Stanley, Justice  
Richard J. Greene, Codes Enforcement Officer  
Chief Pat Flannery  
Steven Primo, Attorney  
Keith Brandis, Paramedic Supervisor  
Town of Manlius  
Village of Fayetteville  
Donna DeSiato, Superintendent ESM School District  
Manlius Historical Society  
John Regan**

**VILLAGE OF MINOA  
BOARD OF TRUSTEES  
JUNE 20, 2011**

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 June 20, 2011.

**PRESENT:**

Mayor Donovan  
Trustee Brazill  
Trustee Champagne  
Trustee Christensen  
Trustee Cronk  
Attorney Primo  
Clerk/Treasurer DeVona  
Attendant Mike Macko

**ALSO**

Thomas Petterelli, John Sears, and Jeff Chrissley.

**PRESENT:**

Mayor Donovan opened the meeting at 7:05 p.m. with the Pledge of Allegiance led by Trustee Cronk.

Mayor Donovan asked for a moment of silence for Derek Macero who passed away on May 31, 2011.

**MINUTES OF VILLAGE  
BOARD MEETING**

**MAY 2, 2011**

Tabled

**MINUTES OF VILLAGE  
BOARD MEETING**

**MAY 16, 2011**

Tabled

**MINUTES OF VILLAGE  
BOARD MEETING**

**MAY 31, 2011**

A motion was made by Trustee Brazill and seconded by Trustee Cronk to accept the meeting minutes of May 31, 2011 Village Board Meeting as recorded. All in favor. Motion carried.

**MINUTES OF VILLAGE  
BOARD MEETING  
JUNE 6, 2011**

A motion was made by Trustee Brazill and seconded by Trustee Christensen to accept the meeting minutes of June 6, 2011 Village Board Meeting as recorded. All in favor. Motion carried.

**CLERK-TREASURER  
APPOINTMENT  
LISA L. DEVONA**

A motion was made by Trustee Brazill and seconded by Trustee Champagne to accept Mayor Donovan's appointment of Lisa L. DeVona as Clerk-Treasurer effective June 20, 2011 with a term to expire March 31, 2012. All in favor. Motion carried.

**FOR CONSIDERATION /  
ADOPTION OF LOCAL  
LAW #2 FOR 2011 –  
AMENDING CHAPTER 160  
OF THE VILLAGE OF  
MINOA CODE.**

A motion was made by Trustee Cronk and seconded by Trustee Brazill adopting Local Law # 2 for 2011 Amending Chapter 160 of the Village of Minoa Code relative to the establishment of, and the administration and enforcement of restrictions relative to the erection, maintenance and alteration of signs within the Village of Minoa. All in favor. Motion carried.

**AUDIT CLAIMS DATED  
JUNE 6, 2011**

A motion was made by Trustee Brazill and seconded by Trustee Christensen that claims on Abstract # 001 in the amounts of General Fund - \$12,380.88 (Vouchers 001-021); Sewer Fund - \$986.87 (Vouchers 001-009) for a total of \$13,367.75.

**AMBULANCE**

**REQUEST PERMISSION TO HIRE DANA OLIVER AS A PART TIME  
PARAMEDIC AT A RATE OF \$11.00 PER HOUR**

A motion was made by Trustee Champaign and seconded by Trustee Brazill to hire Dana Oliver as a provisional part time paramedic at an hourly rate of \$11.00 effective June 20, 2011. All in favor. Motion carried.

**ACCEPT THE RESIGNATION OF EMS SUPERVISOR KEITH BRANDIS  
EFFECTIVE JUNE 30, 2011.**

A motion was made by Trustee Christensen and seconded by Trustee Cronk to accept the letter of resignation from EMS Supervisor Keith Brandis to be effective June 30, 2011. All in favor. Motion carried.

Mayor Donovan stated he received a call from a resident who wanted to make sure that it was known they received extremely polite ambulance service from Chris Smith and Matt McGarrity that they were great guys and very happy with the service they received.

**PERMISSION TO CANVAS CIVIL SERVICE LIST FOR FT PARAMEDIC**

A motion was made by Trustee Champagne and seconded by Trustee Brazill directing Clerk/Treasurer DeVona to canvas civil service list for a F/T Paramedic. All in favor. Motion carried.

**DPW  
FIRE DEPARTMENT**

Nothing to report.

**REQUEST PERMISSION FOR THE MINOA FIRE DEPARTMENT TO  
ATTEND THE LOCAL PARADES**

Trustee Brazill made a motion seconded by Trustee Cronk granting permission for the Fire Department to attend the following parades: Pompey Hill June 18<sup>th</sup>, Manlius July 4<sup>th</sup>, East Syracuse July 23<sup>rd</sup> and Bridgeport on September 4<sup>th</sup>. All in favor. Motion carried.

**CERF**

Nothing to Report

***RATIFY PRIOR APPROVAL TO HIRE STEVEN STURICK AS WWTF/SUMMER HELP***

A motion was made by Trustee Champagne and seconded by Trustee Cronk ratifying prior approval to hire Steven Sturick as WWTF/Summer Help at an hourly rate of \$9.00, 40 hours a per week effective June 20, 2011. All in favor. Motion carried.

**MODIFICATION OF GIGP GRANT APPLICATION**

Attorney Primo stated the New York State Environmental Facilities Corporation Green Innovations Grant Program (GIGP) has awarded the village less than what was applied for which has resulted in a much smaller scope of work for the project. Amendments to the scope of the project include the elimination of work to Cell #2, reduction of one (1) portable wetland and no new construction of two (2) smaller wetland areas. Attorney Primo stated the amended project as mentioned is a Type II Action SEQR action and does not require any further review.

A motion was made by Trustee Champagne and seconded by Trustee Christensen to adopt the following resolution:

**WHEREAS**, the Village Board of Trustees of the Village of Minoa (“Village Board”) having previously, on several occasions at regular and special Village Board meetings, discussed the 2010 New York State Environmental Facilities Corporation Green Innovation Grant Program (“GIGP”) Application relative to funding for the research, development, implementation and operation of a modified constructed wetland and portable wetland technologies powered by renewable energy produced from food waste/biosolids via anaerobic co-digestion facilities at the Village of Minoa Cleanwater Educational Research Facility (“CERF”, formerly Village of Minoa Wastewater Treatment Plant) (“Project”) and the need to submit an application for same (“Grant Application”); and

**WHEREAS**, the Village Board having approved, at a duly scheduled special meeting on November 30, 2010, (i) the Village formulating a Grant Application with an intent to submit same relative to the Project to New York State Environmental Facilities Corporation, (ii) submission of project information and/or documentation to the New York State Office of Parks, Recreation and Historic Preservation as required by applicable law and the foregoing grant program, and (ii) a determination of the environmental significance of the Project as required by the New York State Environmental Quality Review Act, all as more particularly described in the copy of such certified resolution attached hereto as Exhibit “A”; and

**WHEREAS**, since such adoption, the Village Board having submitted the Grant Application and having been awarded a grant for less than that applied for and involving a reduced scope of work; and

**WHEREAS**, the Village Board having this date discussed amendment of the Project, including the plans and specifications for same, reducing the scope of the Project from that originally applied for to that now involving no cell #2 work, only two (2) rather than three (3) portable wetlands and no construction of two (2) smaller wetland areas (the “Amended Project”); and

**WHEREAS**, on this date the Village Board having discussed their desire to approve same as now proposed, and to make a determination of the environmental significance of the Amended Project as required by the New York State Environmental Quality Review Act; and

**NOW THEREFORE, be it**

**RESOLVED, RATIFIED AND CONFIRMED**, that the Village Board of Trustees approves the Amended Project, including the plans and specifications for same; and it is further

**RESOLVED, RATIFIED AND CONFIRMED**, that the Village Board of Trustees has determined the Amended Project, which consists of the construction, installation and operation of upgrades to the WWTP facilities, related infrastructure strictly within the existing locations and subgrade areas, and the financing of a portion of the expense of same through the Green Innovation Grant Program grant issued through New York State Environmental Facilities Corporation, involves the replacement and renovation of existing wastewater treatment facilities with minimal excavation and strictly within areas involving the existing infrastructure; as such is a Type II Action pursuant to the New York State Environmental Quality Review Act, and as such no further review need be conducted; and it is further

**RESOLVED, RATIFIED AND CONFIRMED**, that the Village Board of Trustees authorizes the Village Mayor to execute and deliver any and all agreements, instruments and documents as necessary to effect the foregoing, and the issuance of grant proceeds, including without limitation any amended application documentation and grant contract as requested by New York State Environmental Facilities Corporation to reflect the Amended Project.

The question of adoption of the foregoing Resolution was put to a roll call, which resulted as follows:

Richard Donovan, Mayor	Aye
William Brazill, Trustee	Aye
John Champagne, Trustee	Aye
Eric Christensen, Trustee	Aye
Ronald Cronk, Trustee	Aye

All in favor. Motion carried; resolution adopted.

#### **TRUSTEES' REPORT**

Trustee Cronk reminded the board and those present of Minoa Days and church activities planned for July 9<sup>th</sup> event. Trustee Cronk extended congratulations to Trustee Brazill and his family on the birth of their first grandchild.

Trustee Brazill thanked everyone who helped out for the Minoa Field Days and parade.

Trustee Christensen had nothing to report.

Trustee Champagne had nothing to report.

#### **MAYOR'S REPORT**

Mayor Donovan announced Peter Alberti's retirement party on July 14, 2011 from 6:00pm – 10:00pm and if anyone wishes to attend to please let him know.

#### **ATTORNEY'S REPORT**

Nothing to report.

#### **AUDIT CLAIMS**

A motion was made by Trustee Christensen and seconded by Trustee Champagne that claims on Abstract #002 in the amounts of General Fund - \$51,964.45 (Vouchers 22-48) and Sewer Fund – \$22,162.67 (Vouchers 10-20) for a total of \$74,127.12 be audited and paid. All in favor. Motion carried.

#### **PUBLIC COMMENTS**

Jeff Chrissley asked for an update regarding the uncut grass at his neighbor's property on Whiskwood Lane. Mr. Chrissley stated he has left messages for Mr. Greene and he has not returned his telephone calls. Mr. Chrissley asked if there was any movement with the Fire/EMS Study. Mayor Donovan stated a financial committee has been established. Trustee Brazill stated he had minutes of the last meeting and could forward a copy to Mr. Chrissley.

#### **EXECUTIVE SESSION IN**

A motion was made by Trustee Champagne and seconded by Trustee Christensen to enter into Executive Session at 7:39pm the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. All in favor. Motion carried.

#### **EXECUTIVE SESSION OUT**

A motion was made by Trustee Champagne and seconded by Trustee Christensen to come out of Executive Session at 8:40pm. All in favor. Motion carried.

#### **AUGUST MEETING SCHEDULE**

Trustee Champagne made a motion seconded by Trustee Brazill to change the meeting schedule for August to Monday, August 15, 2011 at 7:00pm and August 30, 2011 at noon. Motion carried, 3-2; Mayor Donovan and Trustee Christensen voting nay.

#### **ADJOURNMENT**

A motion was made by Trustee Christensen and seconded by Trustee Cronk that the Village

Board Meeting be adjourned at 8:30 p.m. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona  
Village Clerk/Treasurer

DRAFT