

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
NOVEMBER 17, 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 November 17, 2008.

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

ALSO Chris Beers and John Sears

PRESENT:

ABSENT: None

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

MINUTES OF
VILLAGE BOARD
MEETING -
NOVEMBER 3, 2008

A motion was made by Trustee Theobald and seconded by Trustee Champagne to accept the minutes of the November 3, 2008 Village Board Meeting as recorded. All in favor. Motion carried.

MINOA FARMS -
(AMENDED)
PRELIMINARY PLAT

Attorney Primo provided the final amended resolution that was adopted at the November 3, 2008, to be included in the approved set of November 3, 2008 minutes, and read in full as follows:

**SUBDIVISION
APPROVAL -
AMENDED
RESOLUTION**

(w) Default-Violation. A failure to timely satisfy (or obtain a written waiver or extension from the Village) any condition(s) required hereunder or in the event of any violation of the requirements of this Resolution, the Village shall be entitled to declare the approval herein null and void and/or to exercise any remedies provided for hereunder and under the Security Agreement(s). Such rights and remedies shall include, but not by way of limitation, that the Village may suspend, cancel or refuse to issue Building Permits and/or Certificates of Occupancy (excepting however Building Permits issued prior to a default/violation by the Developer, and Certificates of Occupancy issued prior to any such default/violation for completed dwellings) relative to the construction of improvements within the Development until such condition has been satisfied or waived by the Village.

Attorney Primo said that Dan Shulman, Attorney for Elliot Lasky, is aware of the change and that the item will be incorporated in the prior resolution.

**WAIVER OF STATE
AID ELIGIBILITY
2009 / RECREATION
AND YOUTH
SERVICE**

A motion was made by Trustee Theobald and seconded by Trustee Champagne authorizing Mayor Donovan to sign the Waiver of State Aid Eligibility for Recreation in the amount of \$1,024.00 and Youth Service in the amount of \$914.00 to the Town of Manlius Police. All in favor. Motion carried.

**COMMUNITY
DEVELOPMENT
GRANT APPROVAL**

For information only, Mayor Donovan reported that the Village of Minoa had been approved for a Community Development Grant in the amount of \$60,000 for Rees Field site improvements based on the 2008 Grant Application.

AMBULANCE

***POSITION DUTIES STATEMENT / PT EMERGENCY MEDICAL
TECHNICIANS***

A motion was made by Trustee Brazill and seconded by Trustee Champagne to submit the Position Duties Statement to Civil Service for two (2) additional part-time Emergency Medical Technician positions. All in favor. Motion carried.

Trustee Brazill said the additional positions were being added to increase the availability of part-time employees to cover open shifts, thus avoiding the use of full-time employees which would result in extra overtime.

***REQUEST PERMISSION TO ATTEND CRITICAL INCIDENT STRESS
MANAGEMENT TRAINING CLASS***

A motion was made by Trustee Theobald and seconded by Trustee Cronk giving

permission to Sharon Romer and Patrick Herrick to attend the three day seminar Critical Incident Stress Management Training Class offered by NAVAC Ambulance, Syracuse, NY, December 5-7, 2008, and at a cost of \$100.00 per person.

FIRE DEPARTMENT ***RATIFY PRIOR APPROVAL REQUESTING PERMISSION TO ATTEND THE NYS WEEKEND AT THE NATIONAL FIRE ACADEMY***

A motion was made by Trustee Brazill and seconded by Trustee Theobald ratifying prior approval giving permission to Todd Durantini, Don Grevelding, Jr., and Scott Garland to attend the New York State Weekend at the National Fire Academy in Emmitsburg, MD, March 6-8, 2009, and at a cost of \$200.00 per person. All in favor. Motion carried.

RATIFY PRIOR APPROVAL REQUESTING PERMISSION TO ATTEND THE FASNY SEMINAR FIRE SERVICE LEADERSHIP CONFERENCE

A motion was made by Trustee Cronk and seconded by Trustee Champagne ratifying prior approval giving permission to David Mathes, Jr. to attend the FASNY Fire Service Leadership Conference, North Syracuse, NY, November 15, 2008, and at a cost of \$40.00 per person. All in favor. Motion carried.

REQUEST PERMISSION TO ATTEND THE FDIC 2009 CONFERENCE

A motion was made by Trustee Champagne and seconded by Trustee Theobald giving permission to Jeremy Erard and Matthew McGarrity to attend the FDIC 2009 Conference, Indianapolis, IN, April 20-25, 2009, and at a cost of \$855.00 per person, plus gasoline expenses, and the use of a Minoa Fire Department vehicle. Food and housing to be paid for by the Minoa Fire Inc. All in favor. Motion carried.

Trustee Brazill said that he and Mayor Donovan planned to meet with the Minoa Fire Chiefs to discuss the upcoming conference and to iron out travel details (which have been included in the above motion). Mayor Donovan said the training was an intense, hands-on opportunity for the firefighters and the long drive would be worth the extensive training.

DPW ***RATIFY PRIOR APPROVAL FOR PERMANENT HOURLY INCREASE FOR JAMES LANDRY***

A motion was made by Trustee Cronk and seconded by Trustee Champagne ratifying prior approval giving James Landry an additional \$1.00 per hour increase for his duties as Assistant Superintendent from \$20.09 to \$21.09 per hour, Civil Service title of Laborer, effective November 17, 2008. All in favor. Motion carried.

RATIFY PRIOR APPROVAL FOR PERMANENT HOURLY RATE FOR GEORGE WOOD

A motion was made by Trustee Champagne and seconded by Trustee Cronk ratifying

prior approval of setting George Wood's permanent hourly rate as \$21.24 per hour for his duties as Foreman, Civil Service title of Laborer, effective November 17, 2008. All in favor. Motion carried.

WWTF Nothing to report.

TRUSTEES' REPORT Trustee Champagne had nothing to report.

Trustee Theobald reported that he is working closely with the Village Office in preparing for the Christmas Tree Lighting Ceremony scheduled for December 7, 2008 beginning at 5:00 p.m. at the Minoa Fire Department located in the Municipal Building. He said there would be hot chocolate, popcorn, face painting, singing and a visit by Santa Claus.

Trustee Cronk reported that the United Methodist Church served a Thanksgiving dinner on Thursday, November 13, 2008 that served 149 people at no charge.

Trustee Brazill said the Board was invited to the Minoa Fire Department's Christmas Party on December 22, 2008 at 7:00 p.m. at the Wa-noa Golf Club.

Trustee Brazill said the Critical Response Drill is scheduled for December 9, 2008 at 6:00 p.m. and will update the Board with the final meeting place. Trustee Brazill said that because he was organizing the drill, he would not be able to participate and said the Board members would have to take his spot throughout the drill, which would be a continuation of the prior year's drill. He said it would be great practice for the Board and representatives from CSX, Hazmat, Onondaga County Emergency Management and local municipalities will be in attendance.

Chris Beers asked the Board if they had Federally issued cards that would enable the Mayor and Board to interrupt phone lines during a state of emergency. Mayor Donovan said that he is the designated priority phone user during an emergency and Mr. Beers said he would forward the information to Clerk/Treasurer Snider. Discussion ensued regarding communication and evacuation techniques following 9/11.

MAYOR'S REPORT Nothing to report.

ATTORNEY'S REPORT Attorney Primo said that Richard Greene had requested that the signage portion of the General Code be reviewed and updated and Mayor Donovan suggested that Attorney Primo contact Mr. Greene to discuss his concerns.

Attorney Primo said that the Village Office had received a request from a personal

injury attorney firm looking for an opportunity to speak with Ambulance Department personnel regarding a call that took place in 2006. The FOIL response was responded with a copy of the PCR and a letter stating that with respect to all employees, no voluntary conversations can take place with counsel, any investigator or any other agent without a court order requiring same.

Attorney Primo suggested that the Board update the Employee Handbook to include verbiage mandating that employees cannot voluntarily meet with attorneys or law firms without a court order.

CHANGE TO EMPLOYEE HANDBOOK / REQUEST FOR INFORMATION

A motion was made by Trustee Champagne and seconded by Trustee Brazill to mandate that language be inserted in the employee handbook that no village employee shall speak to an attorney, investigator or representative of a party in relation to an action or contemplated action against the Village of Minoa or any other party without a court order requiring the same. All in favor. Motion carried.

**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 October 2008 as recorded. All in favor. Motion carried.

AUDIT CLAIMS

A motion was made by Trustee Champagne and seconded by Trustee Cronk that claims on Abstract #12 in the amounts of General Fund - \$40,131.28 (Vouchers 437-482): and Sewer Fund - \$5,154.53 (Vouchers 154-169) for a total of \$45,285.81 be audited and paid. All in favor. Motion carried.

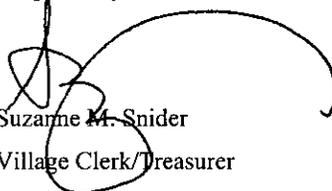
PUBLIC COMMENTS

There were no comments from the public.

ADJOURNMENT

A motion was made by Trustee Champagne and seconded by Trustee Cronk that the Village Board Meeting be adjourned at 8:08 p.m. All in favor. Motion carried.

Respectfully submitted,



Suzanne M. Snider
Village Clerk/Treasurer