

DISTRIBUTION LIST
Ronald Cronk, Trustee
Koagel & Vincentini

VILLAGE OF MINOA
BOARD OF TRUSTEES
September 19, 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 September 19, 2011.

PRESENT: Mayor Richard Donovan
Deputy Mayor Brazill
Trustee Champagne
Trustee Christensen
Trustee Cronk
Attorney Steve Primo
Clerk-Treasurer DeVona
Attendant Michael Macko

ALSO

PRESENT: Al Kalfass, Dennis Erard, Marlene Christensen, John Sears, Tom Petterelli, Matt McGarrity, Maureen Douglas, Thomas Douglas

Mayor Donovan opened the meeting at 7:24 p.m. with the Pledge of Allegiance led by Attorney Primo.

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

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

**PRESENTATION –
THOMAS DOUGLAS –
TIMBER CREEK**

Mr. Thomas Douglas, President of Thomas Allen Homes, Inc gave a presentation to the board regarding the proposed Timber Creek Adult Community Living for Seniors. Local residential custom homes in Hartsfield Place in Manlius, Patio homes in Shaker Heights in Camillus.

Mr. Douglas stated the proposed planned development will fit into the PPD zoning classification. Selected this area because of the acreage and there is no affordable elderly living in the area. Ninety-six, 1,200 sq ft condominium units with two bedrooms, fireplace, washer and dryer are planned for phase I. There will be a club house on the property open to local community for public meetings and banquets, walking trails and tennis courts.

Attorney Primo stated the project will require a zone change to PPD. If the board is accepting of the project the developer can move forward with a duplicate application to the Town of Manlius for annexation. A joint public hearing with the Town of Manlius for annexation will be scheduled. Mr. Douglas stated the Town of Manlius has knowledge of the proposal and seemed interested in the project.

Trustee Brazill stated he thought the design was beautiful and the community needs this type of

development.

Marlene Christensen, 61 Windebank Lane, asked the developer if financing for the project was in place. She reminded the board of the Moracco Annexations that fell through.

Attorney Primo stated the developer needs to deliver a letter to the board asking to consider an application for PPD; zone change for proposed development for site plan approval.

John Sears, 103 South Main Street asked if this property being discussed was on the mound across from Minoa Farms; and what plans for drainage and stormwater run-off. Mayor Donovan answered yes. Attorney Primo stated a full engineering study will be prepared for the development.

**ADOPTION –
LOCAL LAW # 3 FOR
2011**

Trustee Brazill made a motion, seconded by Trustee Cronk to adopt Local Law #3 for 2011 Amending Chapter 160 Relative to Zoning – Commercial. All in favor. Motion carried.

**RESULTS OF \$84,000
BAN RENEWAL**

For informational purposes, Mayor Donovan reported that Clerk-Treasurer DeVona received the following BAN rates for an \$84,000 BAN Renewal: Solvay Bank 1.45% (successful bidder) and JP Morgan Chase 1.89%.

**POMCO – 2012
HEALTH
INSURANCE PLAN M**

A motion was made by Trustee Brazill and seconded by Trustee Cronk to accept POMCO Plan M as the Health Insurance Plan for the village effective January 2, 2012. All in favor. Motion carried.

**BLOCK PARTY
REQUEST –
COLCHESTER ROAD**

A motion was made by Trustee Champagne and seconded by Trustee Brazill to approve the block party request on Colchester Road, October 1, 2011 from 5:00pm to 10:00pm with the following conditions: reflective barrels and traffic cones will be dropped off by the DPW, written notifications to all neighbors at least three days prior to the event, no through traffic (including residents) will be allowed during the event, no structures allowed in the street during the hours of 5pm and 10pm. Motion carried.

**SCHEDULE PUBLIC
HEARING – COLD
WAR VETERAN
EXEMPTION**

Trustee Brazill made a motion to hold a public hearing on October 3, 2011 beginning at 6:55pm for Local Law # 4 for 2011 for a real property tax exemption from the Village of Minoa taxes for Cold War Veterans. Motion carried.

**BOARD COMMENTS –
CODE OF ETHICS**

Mayor Donovan asked the board members to forward any comments and suggestions regarding the proposed resolution for the Code of Ethics policy to Attorney Primo as soon as possible.

**BOARD COMMENTS –
DRAFT LOCAL LAW –
RELATIVE TO FIRE
DEPARTMENT
OPERATIONS**

Mayor Donovan asked that the board forward any comments and suggestions regarding the draft local law relative to the Fire Department Operations to Attorney Primo as soon as possible.

**2011-2012 ESM YOUTH
SPORTS AGREEMENT
AMBULANCE**

Tabled until the next meeting.

FOR CONSIDERATION – RESULTS OF BID OPENING

Mayor Donovan read the following bid received and opened on September 12, 2011 at 12:00pm for a new Emergency Medical Vehicle (Ambulance):

Federal Safety Equipment - \$83,000.00 for a new 2011 Ford E350 Ambulance, \$12,629.00 for a new Stryker Power Pro-XT Stretcher and \$2,758.00 for a new Stryker Pro Chair Model 6252.

The following vendors picked up bid specifications but did not submit bid proposals:

Tyler Fire Equipment, LLC and North Eastern Rescue Vehicles

CODE ENFORCEMENT REQUEST PERMISSION TO ATTEND OVERVIEW OF NYS & FEDERAL ACCESSIBILITY CLASS

Trustee Christensen made a motion seconded by Trustee Champagne approving request for Richard Greene to attend Overview of NYS & Federal Accessibility Class on September 27, 2011, 9am to 1pm in Binghamton, NY. Motion carried.

WWTF – CERF REQUEST PERMISSION TO ATTEND PROCESS CONTROL FOR ACTIVATED SLUDGE WITH MATH

Trustee Champagne made a motion, seconded by Trustee Christensen to approve request for Steve Giarrusso to attend Process Control for Activated Sludge with Math, October 5-6, 2011 at Syracuse Metro WWTP, 8:30am – 3:30pm at a cost of \$200.00. Motion carried.

CERTIFICATE OF INCORPORATION OF TRINITY SUSTAINABLE WATER SYSTEMS CORPORATION / PHASE III – OSWEGO / QUENCH & NOURISH GREENHOUSE PROJECT

Attorney Primo stated under Section 402 of the Not for Profit Corporation Law the corporation Trinity Sustainable Water systems Corp is a Type B corporation, organized and operated exclusively for scientific, educational, and charitable purposes. The entities of the corporation are Research Foundation of the State University of new York with offices at State University of New York, College of Environmental Science and Forestry, SKD Environmental Systems, LLC, and the Village of Minoa.

Attorney Primo stated that Phase III with the City of Oswego will be an agreement with the Village of Minoa, as it was with Phase II, and than the village will contract with SKD and SUNY ESF as it did with Phase II.

The newest proposed project is Quench & Nourish Greenhouse which will utilize CERF through renewable energy to grow crops in a greenhouse setting throughout the year and crops will be donated to shelters or local food pantries.

Attorney Primo summarized and stated that the resolution outlines the relationship with Trinity and members; intermunicipal agreement with the City of Oswego for Phase III and a Memorandum of Understanding with Quench and Nourish Greenhouse Project.

Trustee Champagne made a motion, seconded by Trustee Christensen to adopt the resolution as stated and outlined above. Trustees Brazill, Champaign, Christensen, voting aye; Trustee Cronk voting nay. Motion carried.

FIRE DEPARTMENT**CHANGE IN MEMBERSHIP STATUS FROM RESTRICTED TO ACTIVE**

Trustee Brazill made a motion, seconded by Trustee Champagne to approve the change in membership from restricted to active for Trevor Van Auken. Motion carried.

MEMBERSHIP APPLICATION / JENNIFER WEAVER

Trustee Christensen made a motion, seconded by Trustee Brazill to approve membership application for Jennifer Weaver, 7055 Collamer Road, E. Syracuse. Motion carried.

MEMBERSHIP APPLICATION / ANDREW MOON

Trustee Brazill made a motion, seconded by Trustee Cronk to approve membership application for Andrew Moon, 7295 Richmond Road, E. Syracuse. Motion carried.

REQUEST PERMISSION FOR ROBERT BECKER TO ATTEND TRAIN THE TRAINER

Trustee Christensen made a motion, seconded by Trustee Brazill to approve Robert Becker to attend Train the Trainer at a cost of \$250.00.

REQUEST PERMISSION FOR AL TOMPKINS TO ATTEND 28TH ANNUAL NY STATE EMS SYMPOSIUM

Trustee Champagne made a motion, seconded by Trustee Christensen to approve Al, Tompkins to attend the 28th Annual NY State EMS Symposium, October 13-16, 2011, at a cost of \$170.00. Motion carried.

PERMISSION FOR MAYOR TO SIGN TECHNICAL SERVICE CONTRACT WITH PHYSIO CONTROL

Trustee Brazill made a motion, seconded by Trustee Cronk authorizing the Mayor to sign Technical Service Contract with Physio Control for eleven (11) AED's in the amount of \$4,780.00. Motion carried.

TRUSTEES' REPORT

Trustee Champagne reported on the following:

1. Should know sometime this week on the status of the GIGP Grant.
2. Wetland pump went down and the cost to repair is estimated at \$4,000.00 instead of purchasing a new one.
3. Signage for the Wastewater Treatment Plant building is complete.
4. Wetlands are off-line for cleaning
5. Continuing with ESM Education – approximately twenty-one students this year for research and the students have been asked to bring in food to feed the reactors.
6. Anaerobic Digester is on-line
7. Currently Brad Hyde need 1,800 hours of training before he can take exam for operator's license.

Trustee Christensen – Nothing to report.

Trustee Cronk – Nothing to report.

Trustee Brazill – Nothing to report.

MAYOR'S REPORT

Mayor Donovan reported that new DEC regulations regarding stormwater include tremendous amount of changes. The Central New York Stormwater Coalition has come together and will determine what the final cost of participation will be for the municipalities. They are hopeful to secure a grant for the funding.

Mayor Donovan stated he had a meeting with County Purchasing which has offered the village an opportunity to purchase through the County department. Mayor Donovan stated he has invited County Purchasing to the next Mayor's Association meeting to make a presentation to the other villages.

Mayor Donovan stated the village has been asked to give a presentation about CERF at NYCOM Public Works School in October.

Mayor Donovan congratulated Pine Grove Middle School Library and Susan Kowalski for being the American Association of School Librarians' (AASL) 2011 National School Library Program of the Year (NSLPY) Award recipient. Each recipient receives \$10,000 toward its school library program.

Mayor Donovan announced the next Mayor's Association will be held on the third Wednesday of every month at 6:00pm at the Café 407 in Liverpool.

ATTORNEY'S REPORT

Attorney Primo asked that the board review draft Local Law for Code of Ethics and draft Local Law Relative to Fire Department Operations and forward any comments to him before the end of next week.

Trustee Cronk stated he would like to see a Board of Ethics Committee established.

AUDIT CLAIMS

A motion was made by Trustee Champagne and seconded by Trustee Christensen that claims on Abstract #008 in the amounts of General Fund - \$50,253.74 (Vouchers 280 - 319) and Sewer Fund – \$5,887.39 (Vouchers 113 - 124) for a total of \$31,155.85 be audited and paid. All in favor. Motion carried.

PUBLIC COMMENTS

Marlene Christensen, 61 Windebank Lane, stated the Yield to Pedestrian's Crossing is a great idea and asked how long it will remain in the street. She informed the board that the buses have had trouble getting through that section of the street when there is a fire call and vehicles are parked on the side of the street.

John Sears, 103 South Main Street, asked when the public hearing will be held for agenda items #8 and #9; and can draft local laws and resolutions be foiled. Mr. Sears asked if the board will get paid for presentation given at NYCOM and if he could get a copy of the presentation and how long was the presentation?

EXECUTIVE SESSION IN

A motion was made by Trustee Christensen and seconded by Trustee Champagne to enter into Executive Session at 9:01pm 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 and the Ambulance Department. All in favor. Motion

carried. Mayor Donovan invited Al Kalfass, Executive Director of WAVES into Executive Session.

**EXECUTIVE
SESSION
OUT**

A motion was made by Trustee Cronk and seconded by Trustee Champagne to come out of Executive Session at 9:47pm. All in favor. Motion carried.

AMBULANCE

Trustee Champagne made a motion, seconded by Trustee Christensen to accept the bid from Federal Safety Equipment in the amount of \$98,387.00 for 2011 Ford E350 Ambulance, Stryker Power Pro-XT Stretcher and Pro Chair Model 6252. All in favor. Motion carried.

ADJOURNMENT

A motion was made by Trustee Brazill and seconded by Trustee Champagne that the Village Board Meeting be adjourned at 9:48pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

Clerk-Treasurer