

**VILLAGE OF MINOA**

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**BOARD OF TRUSTEES**

**April 19, 2021**

**PRESENT:**

Mayor William F. Brazill  
Trustee John M. Abbott  
Trustee John H. Champagne  
Trustee Eric S. Christensen (*Absent*)  
Trustee J. Robert (Bobby) Schepp  
Clerk Treasurer Lisa DeVona  
Attorney Courtney Hills, Esq.

**ALSO PRESENT:**

Fire Chief Matt McGarrity, DPW Superintendent Tom Petterelli, FD President Tom Czajak, Joe Woodworth, Connie & Vic Oliver

Mayor Brazill opened the village board meeting at 6:30 pm and Trustee Abbott led those present with the Pledge of Allegiance.

**PRESENTATION**

***ORPHAN CAR CLUB***

Vic and Connie Oliver thanked the board for the opportunity to speak and requested the use of Lewis Park again this year for the 7<sup>th</sup> Gathering of Orphan vehicles, Saturday August 21, 2021, 11am – 3pm. This year there will be two shows in one, the orphan show and the Oneida Lake Region AACA show, plus a cruise-in. Net proceeds will benefit Project Healing Waters, Law Enforcement Foundation and Minoa Fire Department. Last year the event raised over \$2,000.00.

Trustee Champagne made a motion, seconded by Trustee Schepp to approve the 7<sup>th</sup> Gathering of Orphan Vehicles on Saturday, August 21, 2021, 11`am – 3pm in Lewis Park. All in favor; motion carried.

***CNY RACING***

Joe Woodworth, CNY Racing presented Minoa Fire Department, Inc with a \$500.00 check and thanked President Czajak and Fire Chief McGarrity for their participation with the race. It was a successful event and we were able to donate \$20,000 to CNY Make-A-Wish foundation and \$500.00 to ESM Youth Lacrosse Program. The organization is interested in holding next year's event in Minoa again and would like to begin conversations with board for the 2022 race. Mr. Woodworth thanked the board, fire department, EMS, and department of Public Works for helping to make this year's race such a success!

**PUBLIC HEARING  
2021 COMMUNITY  
DEVELOPMENT**

***PUBLIC HEARING – 2021 COMMUNITY DEVELOPMENT FUNDING  
REQUEST AND FIVE YEAR PLAN***

Trustee Champagne made a motion, seconded by Trustee Abbott to waive the reading of legal notice and open the public hearing. All in favor; motion carried.

Mayor Brazill opened public hearing at 6:50pm.

Community Development 2021 Funding Request is for Sidewalk Replacement of Elm Street between Willard and North Central (west side) in the amount of \$32,000 and installation of flexible porous pavement at the library rear entrance of municipal building in the amount of \$6,000. The installation of flexible porous pavement was

requested in 2020-2021 but not awarded.

The Five Year Plan for Sidewalk Replacement plan has been updated as follows:

**FUNDING REQUEST FOR 2022-2023**

Concrete Sidewalk installation – Elm Street between Willard & North Central (West side) per Environmental Paving Solutions LLC proposal TR041519C-2 dated 4/15/2019 attached **\$26,312.50**.

Flexible Porous Pavement Installation Rear Entrance of Village Hall per Environmental Paving Solutions LLC proposal TR041019B-2 dated 4/10/2019 attached **\$6,000.00** (includes 20% increase due to date of estimate)

**Year TWO**

Concrete Sidewalk installation – Elm Street between Willard & North Central (East side) per Environmental Paving Solutions LLC proposal TR041519D-2 dated 4/15/2019 attached **\$35,850.00**

**Year THREE**

Concrete Sidewalk installation – N. Central Avenue, north side from N. Main Street to Agway  
5'wide by 530' long  
(approx. 2,650 sq.)  
**\$40,000.00**

**Year FOUR**

Concrete Sidewalk installation – Elm Street between Edgerton & Willard (West Side) per Environmental Paving Solutions LLC proposal TR041519A-2 dated 4/15/2019 attached **\$35,800.00**.

**Year FIVE**

Concrete Sidewalk installation – Osborne Street, both sides of street from N. Main Street to East Avenue, Environmental Paving Solutions LLC proposal TR210401A-2 dated 4/1/2021 attached **\$47,200.00**

**Year SIX**

Concrete Sidewalk installation – East Avenue (East side) Kalin Drive to Osborne Street  
5'wide by 820'long  
(Approx. 4,100 sq. ft.)  
**\$61,500.00**

**Year SEVEN**

Concrete Sidewalk installation – East Avenue (west side) Kalin Drive to Osborne Street  
5'wide by 820'long  
(Approx. 4,100 sq. ft.)  
**\$61,500.00**

**Year EIGHT**

Concrete Sidewalk installation – East Avenue (west side) Osborne Street to 415 East Avenue  
5'wide by 715'long  
(Approx. 3,575 sq. ft.)  
**\$53,625**

**Year NINE**

Concrete Sidewalk installation – 406 East Avenue (east side) 452 East Avenue  
5'wide by 715'long  
(Approx. 3,575 sq. ft.)  
**\$53,625**

Mayor Brazill opened the public hearing to the board and public for questions and comments.

With no comments from the board or public, Trustee Abbott made a motion, seconded by Trustee Champagne to close the public hearing. All in favor; motion carried.

Mayor Brazill closed the public hearing at 6:48pm.

Trustee Champagne made a motion, seconded Trustee Abbott to approve the 2021 Community Development funding application and updated Five Year Plan for Sidewalk Replacement as presented and discussed. All in favor; motion carried.

**CLERK-TREASURER**

***MEETING MINUTES – MARCH 15, 2021, APRIL 5, 2021***

Tabled.

***TREASURER’S REPORT FOR PERIOD ENDING MARCH 31, 2021***

Trustee Abbott made a motion, seconded by Trustee Schepp accepting the Treasurer’s Report for period ending March 31, 2021 for Sewer Fund. All in favor; motion carried.

***NYMIR BUILDING INSPECTIONS***

The village board reviewed the April 7, 2021 letter from NYMIR with regards to recent building inspections. All NYMIR recommendations have been implemented.

Trustee Schepp made a motion, seconded by Trustee Abbott acknowledging receipt of NYMIR inspection report and letter dated April 7, 2021. All in favor; motion carried.

***RESIGNATION – CROSSING GUARD, SHARON KAUFFMAN***

Trustee Abbott made a motion, seconded by Trustee Champagne to accept the resignation of Sharon Kauffman, crossing guard for 26 years of service, effective June 25, 2021. All in favor; motion carried.

***SUMMER MEETING SCHEDULE***

Trustee Champagne made a motion, seconded by Trustee Schepp to approve the following summer meeting schedule for the Board of Trustees:

June 7<sup>th</sup>

July 6<sup>th</sup>

August 2<sup>nd</sup>

September 7<sup>th</sup>

September 20<sup>th</sup>

All in favor; motion carried.

**CELEBRATION**

***MEMORIAL DAY***

Trustee Champagne made a motion, seconded by Trustee Schepp to cancel Memorial Day Parade due to restriction placed by New York State and hold a small ceremony at the veteran’s memorial in front of Municipal Building on May 31, 2021 at 9am. All in favor; motion carried.

***2021 CONCERT SCHEDULE***

Trustee Abbott made a motion, seconded by Trustee Schepp authorizing Mayor to execute Performing Artist Contract with the following bands:

May 28<sup>th</sup> Strangers

June 4<sup>th</sup> Heyday

June 11<sup>th</sup> Cosmic Giant

June 18<sup>th</sup> Tom Chick

June 25<sup>th</sup> Thunder Canyon Band

July 2<sup>nd</sup> Monterey’s

July 9<sup>th</sup> Cobblers

August 13<sup>th</sup> Bob & Brandy Lotts End

All in favor; motion carried.

***TEAL RIBBON RUN – SEPTEMBER 25, 2021***

Trustee Champagne made a motion, seconded by Trustee Schepp to approve the Teal Ribbon Run event, September 25, 2021, 7am – 3pm Lewis Park. All in favor; motion carried.

***FESTIVAL IN THE PARK***

Trustee Champagne made a motion, seconded by Trustee Schepp to approve the Festival in Park, September 11, 2021 time to be announce. All in favor; motion carried.

Mayor Brazill stated that because we have had to cancel the Memorial Day Parade we will schedule a parade as part of our festival this year.

**BUILDINGS & GROUNDS**

***ESM ATHLETICS DEPARTMENT REQUEST USE OF REES FIELD***

Trustee Champagne made a motion, seconded by Trustee Schepp to approve ESM Athletics Department request to use Rees Field for MOD Baseball and softball practice/games, April 26, 2021 through June 12, 2021 contingent upon the games/practices are finished by ESM Youth Sports games/practices. All in favor; motion carried.

**WTP**

***PROPERTY OWNER REQUEST PENALTY BE WAIVED SEWER A/C 12520***

Trustee Abbott made a motion, seconded by Trustee Champagne to waive, one-time only, \$15.50 penalty on sewer account #12520. All in favor; motion carried.

***SUMMER HOURS***

Trustee Champagne made a motion, seconded by Trustee Abbott to approve summer hours, June 1 through September 4, 2021, Monday through Thursday, 6AM – 3:30PM, Fridays 6AM – 10AM for Wastewater Treatment employees. All in favor; motion carried.

***SUMMER HELP***

Trustee Schepp made a motion, seconded by Trustee Abbott to approve the request to bring Cyrus Shammy, effective May 24, 2021 for summer months, 40hrs per week, \$14/hr. All in favor; motion carried.

**AMBULANCE**

***MARCH CALL & RESPONSE DATA***

126 calls report for March 2021

**FIRE DEPARTMENT**

***NEW POSITION DUTY STATEMENT – FIREHOUSE CARETAKER***

Trustee Champagne made a motion, seconded by Trustee Abbott to approve the new position duty statement for Firehouse Caretaker to be filled in 2021-2022 fiscal year. All in favor; motion carried.

**AUDIT OF CLAIMS**

**ABSTRACT 22**

A motion was made by Trustee Champagne and seconded by Trustee Schepp that the claims on Abstract #022 in the amount of General Fund \$91,899.35 (Vouchers 886 - 921), Sewer Fund \$4,490.73 (Vouchers 353 - 362), for a total of \$96,390.08 audited and paid. All in favor; motion carried.

**ATTORNEY'S REPORT**

Nothing new to report.

**TRUSTEES' REPORT**

Trustees Abbott, Champagne, Schepp – nothing new to report.

**MAYOR'S REPORT**

Mayor Brazill report that on March 31, 2021 Governor Cuomo signed into law Chapter 92 of the Law of 2021 known as “marihuana regulation and taxation act (MRTA). The legislation legalizes the possession and use of cannabis immediately, the actual sale of adult-use cannabis in not expected to begin until late 2022 or early 2023. Cities, villages, and towns may opt out of allowing retail dispensaries and/or on-site consumption establishments from locating and operating within their boundaries. In order for municipality to opt-out must adopt a local law subject to a permissive referendum on or before December 31, 2021. A brief discussion ensued regarding the procedure and timeframe for adoption of local law; once more information is known an update will be brought before the board.

**PUBLIC COMMENT**

No comments from the public.

**EXECUTIVE SESSION**

Trustee Champagne made a motion, seconded by Trustee Abbott to enter into Executive Session for 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.

The village board entered into Executive Session at 7:33pm.

Trustee Abbott made a motion, seconded by Trustee Champagne to enter into regular session. All in favor; motion carried.

Board entered Regular Session at 7:58pm.

**ADJOURNMENT**

A motion was made by Trustee Champagne and seconded by Trustee Schepp to adjourn the village board meeting at 7:59pm. All in favor. Motion carried.

Respectfully submitted,

*Lisa L. DeVona*

Lisa L. DeVona  
Clerk-Treasurer