

VILLAGE OF MINOA
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BOARD OF TRUSTEES

April 5, 2021

PRESENT: Mayor William Brazill
Trustee Abbott
Trustee Champagne
Trustee Christensen
Trustee Schepp
Clerk Treasurer Lisa DeVona
Attorney Courtney Hills, Esq. (*Absent*)

ALSO PRESENT: Fire Chief Matt McGarrity, DPW Superintendent Tom Petterelli, FD President Tom Czajak, Dan Engelhardt, Ryan Ammann, Sara Bollinger, Tom Schepp, Erich Schepp, Sandy Schepp

Continuation of the Annual Organizational meeting.

**PUBLIC HEARING
2021-2022 TENTATIVE
BUDGET**

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

Mayor Brazill opened the public hearing at 6:19pm for 2021-2022 Tentative Budgets and gave an overview.

Sewer Fund:

- sewer rent \$310/year – no increase
- Anticipated Revenue - \$643,438.00
- Anticipated Expenditures - \$711,295.00 (due to aging infrastructure \$100,000 appropriated for repairs)
- Fund Balance needed to balance 2021-2022 budget - \$67,857.50
- Overall budget: 7.56% increase

General Fund:

- Fiscal Stress Level: 13.3 No Designation
- Taxable Value \$182,525,187
- 1,337 parcels
- No Increase to Tax Rate - \$9.23
- Proposed tax levy - \$1,684,710.00
- Tax Cap - \$1,651,988.00
- Over tax cap approximately \$32,719
- DPW proposes to purchase replacement for 2011 Ford 550 pickup with Plow, wing, bottom box and spinner
- Continue Intermunicipal Agreement with V/Fayetteville for Code Enforcement
- Public Safety Budget +47.04 %
- Public Health Budget – 6.66%
- Debt Service: +3.77%
- Total revenue: +13.87%

- Expenditures: +7.74%
- Fund Balance -48.94%
- Overall budget: +7.74%

There were no comments from the board.

There were no comments from the public.

Trustee Christensen made a motion, seconded by Trustee Abbott to close the public hearing. All in favor; motion carried.

Mayor Brazill closed the public hearing at 6:32pm.

Mayor Brazill stated the following changes to the tentative budget need to be made prior to adoption:

\$44,000.00 increase to A5410.4 Sidewalks and A2706 Grants other Gov'ts due to the recent Community Development Grant for sidewalk renovation.

Increase A1081 Payments in Lieu of Taxes to \$2,956.00

Trustee Christensen made a motion, seconded by Trustee Abbott to approve those changes to the 2021-2022 Tentative Budget. All in favor; motion carried.

ADOPTION OF 2021-2022 BUDGET

Trustee Champagne made a motion, seconded by Trustee Christensen to adopt the 2021-2022 Tentative Budget with the changes mentioned above. All in favor; motion carried.

CLERK-TREASURER

MEETING MINUTES – MARCH 15, 2021

Tabled.

STANDARD WORK DAY AND REPORTING RESOLUTION FOR ELECTED AND APPOINTED OFFICIALS

A motion was made by Trustee Champagne and seconded by Trustee Christensen approving the NYS Retirement Standard Work Day and Reporting Resolution RS 2417-A establishing standard work days for elected and appointed officials and will report the days worked to the NYS and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by the officials the clerk of the body and will post on the Village Office bulletin board for a minimum of 30 days. All in favor. Motion carried.

DISPOSITION OF VILLAGE RECORDS

Trustee Champagne made a motion, seconded by Trustee Christensen acknowledging the list of records to be destroyed pursuant to the New York State Archives Retention and Disposition Schedule for New York Local Government (LGS-01). All in favor; motion carried.

NYSMEC BIDS FOR ELECTRIC AND NATURAL GAS SUPPLY FOR PERIOD 5/1/2021 – 4/30/2024

Trustee Abbott made a motion, seconded by Trustee Champagne acknowledging receipt of NYSMEC bids opened on March 1, 2021 and awarded for contract period May 1, 2021 through April 30, 2024. All in favor; motion carried.

OCEBA MONTHLY EXPERIENCE REPORT – JANUARY, FEBRUARY 2021

Trustee Christensen made a motion, seconded by Trustee Champagne acknowledging receipt of the January and February 2021 OCEBA Monthly Experience Report. All in favor; motion carried.

TREASURER’S REPORT FOR PERIOD ENDING FEBRUARY 28, 2021

Trustee Champagne made a motion, seconded by Trustee Christensen accepting the Treasurer’s Report for period ending February 28, 2021 for Sewer Fund. All in favor; motion carried.

OSC AUDIT OF 2021 TAX CAP LIMIT FILING

Trustee Champagne made a motion, seconded by Trustee Abbott acknowledge receipt of the “No Findings” report from OSC’s audit of 2021 Tax Cap Limit Filing for the village of Minoa. All in favor; motion carried.

OSC FISCAL / ENVIRONMENTAL STRESS DESIGNATION

FYE	Fiscal Stress		Environmental Stress	
	Score	Designation	Score	Designation
2018	1.7	No Designation	3.3	No Designation
2019	1.7	No Designation	13.3	No Designation
2020	1.7	No Designation	13.3	No Designation

Mayor Brazill stated for more detailed information about the village’s fiscal and environmental stress conditions please visit: <https://www.osc.state.ny.us/local-government/fiscal-monitoring>

RENEW HONEYWELL SERVICE AGREEMENT

Trustee Champagne made a motion, seconded by Trustee Christensen to renew Honeywell Service Contract #40121554 in the amount of \$25,803.05, June 1, 2021 through May 31, 2022. All in favor; motion carried.

NYSTRETCH ENERGY CODE 2020

Mayor Brazill presented the board with information pertaining to NY Stretch Energy Code – 2020 which call for higher efficiency standards in new and renovated building construction projects. He stated Code Enforcement officer Mike Jones attended a virtual webinar on the topic and provided the following comments:

- Cost of building new or renovating would be much higher, approximately \$20,000 additional cost to comply
- NYS is already one of the most stringent codes in USA
- Because Minoa is located in Zone 5 there are many areas of the Stretch Code that already apply.

Unanimously the board agreed they were not in favor of passing on the increased expense for complying with Stretch Code to homeowners.

PUBLIC HEALTH EMERGENCY OPERATIONS PLAN

Trustee Champagne made a motion, seconded by Trustee Christensen to adopt the Public Health Emergency Operations Plan in accordance with the amended New York State Labor Law section 27-c and New York State Education Law paragraphs k and l of subdivision 2 of section 2801-a and passing of legislations S8617B/A10832 signed

by Governor of New York State on September 7, 2020. All in favor; motion carried.

SCHEDULE PUBLIC HEARING – COMMUNITY DEVELOPMENT FUNDING APPLICATION AND FIVE YEAR PLAN

Trustee Champagne made a motion seconded by Trustee Christensen to hold a public hearing on April 19, 2021 at 6:30pm for the 2021 Community Development funding request and the village's Five Year Plan for sidewalk replacement. All in favor; motion carried.

CELEBRATIONS

MEMORIAL DAY PARADE

Tabled.

DPW

ESM INTERN – MECHANIC

Trustee Champagne made a motion, seconded by Trustee Christensen to approve ESM intern, Matt Krusse, Monday through Thursday, 10:30am – 12noon, effective April 6, 2021. All in favor; motion carried.

FIRE DEPARTMENT

RATIFY PRIOR FIRE TRAINING APPROVAL

Trustee Champagne made a motion, seconded by Trustee Christensen to ratify prior approval for Mayor to execute Fire Training Program Authorization and Mutual Release and Indemnification Agreement with Fayetteville Farms, LLC. All in favor; motion carried.

AMBULANCE

Trustee Champagne made a motion, seconded by Trustee Abbott to approve the request for village to accept patient payment of \$1,980.00 as full payment of their \$2,200 ambulance bill. All in favor; motion carried.

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the request for village to waive \$1,662.50 ambulance bill due to hardship of unemployment. All in favor; motion carried.

WTP

RATIFY PRIOR APPROVAL – MILLER ENGINEERS AGREEMENT

Trustee Christensen made a motion, seconded by Trustee Champagne to ratify prior approval for Mayor to execute \$5,000.00 Agreement with Miller Engineers for inspection and capital plan for Wastewater Treatment Plant. All in favor; motion carried.

PROPERTY OWNER REQUEST PENALTY BE WAIVED SEWER A/C 32350

Trustee Champagne made a motion, seconded by Trustee Christensen to waive, one-time only, \$15.50 penalty on sewer account #32350. All in favor; motion carried.

PROPERTY OWNER REQUEST PENALTY BE WAIVED SEWER A/C 10240

Trustee Champagne made a motion, seconded by Trustee Christensen to waive, one-time only, \$15.50 penalty on sewer account #10240. All in favor; motion carried.

AUDIT OF CLAIMS

ABSTRACT 21

A motion was made by Trustee Christensen and seconded by Trustee Abbott that the claims on Abstract #021 in the amount of General Fund \$108,320.96 (Vouchers 835 - 885), Sewer Fund \$11,890.98 (Vouchers 333 - 352), for a total of \$120,211.94 audited and paid. All in favor; motion carried.

ATTORNEY'S REPORT

Absent.

TRUSTEES' REPORT

Trustee Schepp thanked Mayor Brazill for the opportunity to work for the village, with the board and department heads; looking forward to it.

Trustees Abbott and Champagne welcomed Trustee Schepp and look forward to working with him.

Trustee Christensen reported CNY Racing announced 551 runners participated in the Lake Effect Race; 184 participants on ¼ mile race; 367 participants on ½ mile race, 15 runners were from Minoa and 1st place finished in 1hour7mins with 2nd place finish in 1hour 9mins. The event raised \$20,000 to be donated to CNY Make-A-Wish foundation.

Trustee Champagne announced the virtual CRC Meeting on Tuesday April 6th at 6pm

MAYOR'S REPORT

Mayor Brazill thanked the board and all department heads for the participation in preparing 2021-2022 budget; still waiting for firm information regarding the relief money from the state, as I understand it will be based on population and will have specific guidelines for use. Mayor Brazill welcomed Bobby Schepp to the board and looks forward to working with you.

PUBLIC COMMENT

No comments from the public.

ADJOURNMENT

A motion was made by Trustee Abbott and seconded by Trustee Schepp to adjourn the village board meeting at 7:07pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

Lisa L. DeVona
Clerk-Treasurer