

**VILLAGE OF MINOA  
BOARD OF TRUSTEES**

**January 4, 2021**

**PRESENT:**

Mayor William F. Brazill  
Trustee John M. Abbott  
Trustee John H. Champagne  
Trustee Eric S. Christensen (*absent*)  
Trustee Gregory A. Rinaldi (*absent*)  
Clerk Treasurer Lisa DeVona  
Attorney Courtney Hills, Esq.

**ALSO PRESENT:**

Mike Macko, Bill Bryant, Matthew McGarrity, Dave Matthews, Jr., Randy Capriotti, Sr., Tony Alessendrello, Trevor VanAuken, David Giocondo, Tom Czajak, Charles Spratt, Jeremy Erard, Al Tompkins, Tom Petterelli, Edmond J. Theobald, Joe Woodworth

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

**SWEARING IN CEREMONY**

Mayor Brazill thanked the members of the Minoa Fire Department for their continued commitment to the department and community.

Fire Commissioner/Trustee Champagne swore in the following Minoa Fire Department members newly elected to office (\*):

<b>EXECUTIVE BOARD</b>	
<b>TITLE</b>	<b>NAME</b>
President	Tom Czajak
Vice President	<i>Dave Giocondo*</i>
Secretary	Scot Garland
Treasurer	Alan Tompkins
Board of Directors :	Dave Matthes, Jr.
	Randy Capriotti, Sr.
	Jeremy DiBello
	Bill Bryant
	Dave Giocondo
	Anthony Alessendrello
	Trevor VanAuken
<b>CHIEFS AND LINE OFFICERS</b>	
<b>TITLE</b>	<b>NAME</b>
Chief	Matthew McGarrity
Deputy Chief	Chuck Spratt *
1 <sup>st</sup> Assistant Chief	Randy Capriotti, Sr.
Captain Station I	Tony Alessandrello *
Captain Station II	Jeremy DiBello
Lieutenant Station I	Rebecca Schermerhorn
Lieutenant Station I	<i>vacant</i>
Lieutenant Station II	Megan Shane
Lieutenant Station II	<i>vacant</i>

**FIRE POLICE  
APPOINTMENT(S)**

***FIRE POLICE APPOINTMENTS***

Trustee Champagne made a motion, seconded by Trustee Abbott to appoint Bill Bryant, Mike Lostumbo, Nicholas Erard, Jr., as Fire Police for a term of one (1) year effective January 1, 2021. All in favor; motion carried.

**PRESENTATION**

***2021 LAKE EFFECT HALF MARATHON***

Highlights of presentation given to the board for 2021 Lake Effect Half/Quarter Marathon to be held on Saturday, March 20, 2021 in the village of Minoa:

- Half Marathon = 4 loops / Quarter Marathon = 2 loops
- Start/Finish line on Helfer Lane in front of elementary school
- Will be a corral concept start over the course of 2 hours (9am-11am) 50 runners every 10 minutes
- No road closures, lane cones as needed
- Law enforcement at busy intersections / volunteers at other intersections
- Minoa Elementary School, Gaulski Field, St. Mary's and United Methodist Church to be used for parking – overflow planned for Minoa Municipal, Trappers 2 and streets
- CDC and NYS COVID guidelines will be followed by all attending and volunteering on race day
- No post race award ceremony – to go food and hydration bags will be provided as racers leave the event.

With no questions from the board, Mayor Brazill thanked Joe Woodworth of CNY Racing for the presentation.

Trustee Champagne made a motion, seconded by Trustee Abbott to approve the request for the race sponsor to organize, plan and conduct the 10<sup>th</sup> Annual Lake Effect Half/Quarter Marathon on March 20, 2021 from approximately 8:00 a.m. through 3:00 p.m., within the jurisdictional boundary lines of the Village. All in favor; motion carried.

Mayor Brazill asked Attorney Hills to draft agreement between the village and race sponsor.

**CLERK-  
TREASURER**

***MEETING MINUTES – DECEMBER 7, 2020***

Tabled.

***WILLIAMSON ANNUAL SOFTWARE SUPPORT CONTRACTS***

Trustee Abbott made a motion, seconded by Trustee Champagne to approve the 2021 annual software support contracts with Williamson Law Book; Capital Assets \$147.00, Municipal Accounting \$649.00 and Payroll \$574.00. All in favor; motion carried.

***SCHEDULE 2021-2022 BUDGET WORKSHOPS***

Trustee Champagne made a motion, seconded by Trustee Abbott to hold 2021 – 2022 Budget Workshops on February 4<sup>th</sup>, February 11<sup>th</sup> and February 25 at 6:00pm in the Board Room. All in favor; motion carried.

***APPLICATION FOR FINANCIAL ASSISTANCE PURSUANT TO TERMS OF VILLAGE INFRASTRUCTURE PROGRAM WITH ONONDAGA COUNTY***

Trustee Champagne made a motion, seconded by Trustee Abbott to ratify prior approval to

submit Application for Financial Assistance for 2021-2022 pursuant to terms of Resolution #084-2010 Village Infrastructure Improvement Program with Onondaga County. All in favor; motion carried.

**BUILDINGS &  
GROUNDS**

***MUNICIPAL BUILDING FIRE/SECURITY PROPOSAL***

Trustee Abbott made a motion, seconded by Trustee Champagne to accept Chimera proposal in the amount of \$1,748 to replace a non-compliant Municipal Building Fire Alarm Panel and Dialer; proposal includes parts, installation, programming and testing. All in favor; motion carried.

**COMMUNITY  
DEVELOPMENT**

Mayor Brazill announced Onondaga County Community Development approved Phase II Sidewalk Replacement Plan (Elm Street) for 2021-2022 fiscal year budget.

**TOWN OF  
MANLIUS**

***DISCUSSION – TOWN LOCAL LAW AMENDING CHAPTER 86 NOISE CONTROL***

Town Supervisor Ed Theobald stated he met with Manlius, Fayetteville and Minoa Mayors to discuss having a noise ordinance that would be the consistent throughout the town, including villages, for enforcement purposes. Mayor Brazill stated he didn't see a problem moving forward with town's noise ordinances and if the village board agrees a public hearing can be scheduled for early February.

Trustee Champagne made a motion, seconded by Trustee Abbott to schedule a public hearing on Monday, February 1, 2021 at 6:30pm for Local Law #1 for 2021 repealing Chapter 98 of Village of Minoa code entitled "Noise Control" and replace with new Chapter 98 entitled "Noise Control. All in favor; motion carried.

**FIRE  
DEPARTMENT**

***PROPOSED BY-LAW CHANGES***

Trustee Champagne made a motion, seconded by Trustee Abbott to approve the following proposed changes to the Minoa Fire Department, Inc By-Laws:

Article VIII - Discipline, Suspension, Termination of Members Section C, add #12 (page 22): "Membership shall terminate any probationary member who is serving their one (1) year probationary status as a new member or a former member returning to the Minoa Fire Department after a majority vote by the Board of Directors for failure to adhere to sections 1-11 listed above, any violation of the By-Laws and/or Policy, Procedures, or Standard Operating Guidelines of the Minoa Fire Department".

Article VI - Officers & Selection - Section 2, change H (page 17) to:

H). Vote of No Confidence – any Line/Executive Officer positions will be subject to a vote of no confidence regardless of number of candidates running that are qualified under the By-Laws and Policy and Procedures. A 2/3 vote will be required to render a vote against such candidate. If the members renders a vote against such candidate then the procedures outlined in VI section 3 shall be followed by the nominating committee.

All in favor; motion carried.

***CHIEF VEHICLE POLICY***

Trustee Champagne made a motion, seconded by Trustee Abbott to change the Chief's

Vehicle Policy and remove:

- **Fuel usage will be limited to 210 gallons per quarter and exceptions can only be granted by the Fire Commissioner or Mayor for extenuating circumstances.** Monthly and/or quarterly gas usage reports will be analyzed by the Mayor, Fire Commissioner and Fire Chief on a monthly and/or quarterly basis and compared to the appropriate fire response sheets.

add:

- **Fuel usage will be limited to 840 gallons per year with NO EXCEPTIONS AT ALL.**
- Monthly gas usage reports will be emailed to Mayor, Fire Commissioner and each chief providing balances on each chief vehicle allowance on a descending balance. When the remaining balance reaches 0 the fuel key fob will be turned off and it will be the responsibility of the chief to fuel their vehicle.

All in favor; motion carried.

***TRAINING REQUEST – EMT CLASS***

Trustee Abbott made a motion, seconded by Trustee Champagne to approve EMT Original Class for T. Alessandrello; \$150.00. All in favor; motion carried.

***TRAINING REQUEST – ANNUAL FIRE POLICE TRAINING***

Trustee Abbott made a motion, seconded by Trustee Champagne to approve Annual Fire Police Training for Nicholas Erard, March 20, 2021, Deerfield Volunteer Fire Company \$20.00. All in favor; motion carried.

***CHANGE OF STATUS – PATRICK FLANNERY – LIFE TO ACTIVE LIFE***

Trustee Champagne made a motion, seconded by Trustee Abbott to approve Patrick Flannery request to change status from Life to Active Life contingent upon Fire Department Board of Directors and membership approval. All in favor; motion carried.

***MEMORANDUM OF UNDERSTANDING***

Trustee Abbott made a motion, seconded by Trustee Christensen authorizing Mayor to execute Memorandum of Understanding between Village of Fayetteville, Manlius and Minoa Fire Departments and Kirkville Fire Company for the submission of 2020 Regional Assistance to Firefighters Grant with a 10% cash match of requested line items: 11 mobiles, 41 portable radios and two base stations. All in favor; motion carried.

**DPW**

***ASSISTANT DPW SUPERINTENDENT***

Tabled.

**AUDIT OF CLAIMS  
ABSTRACT #014**

A motion was made by Trustee Champagne and seconded by Trustee Abbott that the claims on Abstract #014 in the amount of General Fund \$88,435.80 (Vouchers 569 - 609), Sewer Fund \$63,814.43 (Vouchers 224 - 242) for a total of \$152,250.23 audited and paid. All in favor; motion carried.

**AUDIT OF CLAIMS  
ABSTRACT #015**

A motion was made by Trustee Champagne and seconded by Trustee Abbott that the claims on Abstract #015 in the amount of General Fund \$40,346.56 (Vouchers 610 - 641), Sewer Fund \$4,890.91 (Vouchers 243 - 260) for a total of \$45,237.47 audited and paid. All in

favor; motion carried.

**ATTORNEY'S  
REPORT**

Nothing to report.

**TRUSTEES'  
REPORT**

Nothing to report.

**MAYOR'S REPORT**

Mayor Brazill wished everyone a happy, healthy New Year in 2021.

**PUBLIC COMMENT**

No public comment.

**EXECUTIVE  
SESSION – IN  
8:04PM**

Trustee Abbott made a motion, seconded by Trustee Champagne 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 8:04pm.

**EXECUTIVE  
SESSION – OUT  
AT 8:39PM**

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

Board entered Regular Session at 8:39pm.

**FOR  
CONSIDERATION**

***HIRE ASSISTANT SUPERINTENDENT DPW***

Trustee Abbott made a motion, seconded by Trustee Champagne to hire James Landry for non-union vacant roster position #063 Assistant Superintendent DPW effective Monday, January 11, 2020, at a salary of \$56,118.04 and no salary increase until June 2022. All in favor; motion carried

**ADJOURNMENT**

A motion was made by Trustee Champagne and seconded by Trustee Abbott to adjourn the village board meeting at 8:42 pm. All in favor. Motion carried.

Respectfully submitted,

*Lisa L. DeVona*

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Clerk-Treasurer