

**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**  
**October 15, 2007**

October 15, 2007

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 October 15, 2007.

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

ALSO PRESENT: Thomas Petterelli, Richard Greene, Ryan Thompson (Ryan Homes), Attorney Daniel Shulman, Elliot Lasky (Minoa Farms) and John Sears

Mayor Donovan opened the meeting at 8:17 p.m. with the Pledge of Allegiance led by Trustee Cronk.

**MINOA FARMS**

**STREET LIGHTING**

Mayor Donovan recognized Elliot Lasky in the audience and asked for a Minoa Farms update. Mr.Lasky said he had authorized his consultant to provide a cost comparison study for the Village which would review the pros and cons of the Village owning the street lighting compared to National Grid taking over the street lighting. He said that the study was not completed yet, but the consultant has met with Mayor Donovan. Mr. Lasky said he is still waiting for direction from the Village Board and Mayor Donovan

said he could not make a decision until the study was completed and reviewed by the Board. Mayor Donovan said he has not received the final results, but had met with David Hess of National Grid and they had discussed the pros and cons of owning the street lighting. Mr. Lasky said he would find out the status of the study and inform Mayor Donovan of the expected date of completion. Thomas Petterelli said the consultant had met with him at the DPW to analyze the street lighting.

### **SIDEWALKS**

Mr. Lasky said he had not had a chance to work with Paul Joint, but has informed Mr. Joint that he wanted the sidewalks completed by late October. He said he would meet with Paul Joint and provide Mayor Donovan with an update. Mr. Lasky said the prior checklist has been reviewed and the majority of items were taken care of. He said he would review the checklist and provide Mayor Donovan with an update.

### **MINUTES OF PUBLIC HEARING - OCTOBER 1, 2007 - LOCAL LAW #8 FOR 2007 - STORMWATER**

A motion was made by Trustee Brazill and seconded by Trustee Cronk to accept the minutes of the October 1, 2007 Public Hearing on Local Law #8 as recorded. All in favor. Motion carried.

Please note that Local Law #8 for 2007 was adopted as Local Law #7 for 2007 entitled "Prohibition of Illicit Discharges, Activities and Connections to Separate Storm Sewer Systems of the Village of Minoa" relative to the establishment of regulations for non-stormwater discharges to the municipal separate storm sewer system of the Village of Minoa, but the Department of State requires that Local Laws be submitted in numerical order **which changes this law to Local Law #7 for 2007.**

### **MINUTES OF PUBLIC HEARING - OCTOBER 1, 2007 - LOCAL LAW #9 FOR 2007 - FENCES**

A motion was made by Trustee Theobald and seconded by Trustee Brazill to accept the minutes of the October 1, 2007 Public Hearing on Local Law #9 as recorded. All in favor. Motion carried.

### **MINUTES OF PUBLIC HEARING - OCTOBER 1, 2007 - LOCAL LAW #7 FOR 2007 - RENTAL PROPERTIES**

A motion was made by Trustee Brazill and seconded by Trustee Cronk to accept the minutes of the October 1, 2007 Public Hearing on Local Law #7 as recorded. All in favor. Motion carried.

### **MINUTES OF**

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

**VILLAGE BOARD MEETING - OCTOBER 1, 2007** accept the minutes of the October 1, 2007 Village Board Meeting as recorded. All in favor. Motion carried.

**CONSIDERATION FOR THE ADOPTION OF LOCAL LAW #10 FOR 2007 - ZONING** Tabled

**CONSIDERATION FOR THE ADOPTION OF LOCAL LAW #9 FOR 2007 - FENCES** Tabled

**MINOA FIRE DEPARTMENT** ***PERMISSION TO ATTEND THE NEW YORK STATE WEEKEND NATIONAL FIRE ACADEMY***  
A motion was made by Trustee Brazill and seconded by Trustee Champagne giving permission to Erich Schepp and Scot Garland to attend the New York State Weekend National Fire Academy in Emmitsburg, Maryland from February 29, 2008 – March 2, 2008 at a cost of \$175.00 per person. All in favor. Motion carried.

***PERMISSION TO ATTEND THE FIREFIGHTERS SCARED STRAIGHT SEMINAR***  
A motion was made by Trustee Brazill and seconded by Trustee Champagne for nine (9) firefighters (Dennis Erard, Jeremy Erard, Nick Erard, Jr., Patrick Flannery, Dave Matthes, Jr., Erich Schepp, James Taft, Matthew McGarrity, and Walt McGarrity) to attend the Firefighters Scared Straight Seminar at the Eastern Hills Bible School, Manlius, NY on October 17, 2007 at a cost of \$10.00 per person and a total cost of \$90.00. All in favor. Motion carried.

**DPW** ***PERMISSION TO ATTEND THE ROAD KILL COMPOSTING DEMONSTRATION WORKSHOP***  
A motion was made by Trustee Cronk and seconded by Trustee Champagne giving permission to Thomas Petterelli to attend the Road Kill Composting Demonstration Workshop offered by Cornell Waste management Institute at the NYSDOT, Syracuse on November 13, 2007 at no cost. All in favor. Motion carried.

**QUOTE FROM WE  
CARE, LLC./  
REMOVAL OF  
LIQUID BIOSOLIDS**

Mayor Donovan reported that Steve Giarrusso requested quotes from We Care, LLC. (\$.125 per gallon) and Eggen Excavating (\$.135 per gallon) for the purpose of removing liquid biosolids for the Waste Water Treatment Facility. Quotes were requested, as opposed to bids in prior years, based upon the Village's Purchase Policy.

A motion was made by Trustee Cronk and seconded by Trustee Champagne to accept the proposal from We Care, LLC., dated October 9, 2007 for the June 1, 2007 – May 31, 2008 Fiscal Year at \$.125 per gallon for the purpose of removing liquid biosolids. All in favor. Motion carried.

**QUOTE FROM  
DAVIS-ULMER/  
SPRINKLER SYSTEM  
INSPECTION**

A motion was made by Trustee Brazill and seconded by Trustee Cronk to accept the proposal from Davis-Ulmer, dated September 12, 2007 for the purpose of inspecting the sprinkler system they installed at the Municipal Building on a quarterly basis at a cost of \$300.00 per inspection for a total cost of \$1,200.00 annually. All in favor. Motion carried.

**TRUSTEES' REPORT**

Trustee Champagne had nothing to report.

Trustee Theobald reported that Eastern Star was unable to work the popcorn machine at the Halloween Party and he would reach out to Ron Pollard to see if the Minoa Fire Department had any volunteers. He said a representative from Eastern Star would demonstrate the cleaning and maintenance of the machine. Trustee Theobald said they elected to do the Tree Lighting Ceremony, but they could not get enough volunteers for the Halloween Party.

Trustee Cronk said the popcorn was new last year and it was their idea. Trustee Theobald said they couldn't get enough interest in Halloween. Trustee Theobald said he would work with Clerk/Treasurer Snider to learn about the popcorn machine and will try to get a team together for the Halloween Party. Trustee Brazill said he should ask Ron Pollard, but forgo it if they cannot provide volunteers. Mayor Donovan suggested they forgo the popcorn and utilize it at the Christmas Party and it was agreed by all that they would forgo the popcorn.

Trustee Theobald said he had spoken with reporters from the Eagle Bulletin and the Post-Standard and said there was a possibility that a reporter would be at the Halloween Party. Mayor Donovan said that Trustee Theobald should compose a short article and photos for the reporters if they are unable to attend.

Trustee Cronk provided the Board with Critical Response Committee brochures for their review. He said the brochure is a result of the years prior Labor Day Storm and

provides guidelines for residents to be able to care for themselves for at least 72 hours. Trustee Cronk said the previous storm lasted for almost six days before the power was turned on and the new brochures will be handed out to senior citizens throughout Onondaga County. .

Trustee Brazill reminded the Board that he needs newsletter information by October 31, 2007 for the November & December issue.

Trustee Brazill said there will be upcoming changes in the NIMS training and the training completed by elected officials would be reviewed. He said he would update the Board when he receives more information.

Trustee Theobald said they had received a letter from Meals on Wheels thanking Mayor Donovan for his involvement in the program and they are looking for more volunteers. Mayor Donovan said the Mayors were asked to participate and it was a great experience.

## **MAYOR'S REPORT**

Mayor Donovan reported that the Fire Advisory Board, which consists of the Mayors and Fire Chiefs of the Village of Minoa, Village of Manlius and Village of Fayetteville, met the prior week. He said they opened up their first bid for pricing on fire gear and should be receiving information shortly.

Mayor Donovan reminded the Board that the Onondaga County Mayors' Association meeting was scheduled for October 24, 2007 and advised them to RSVP with the Clerk's Office if they were interested in attending.

Mayor Donovan said the general consensus of the Minoa Fire Department drill held on October 14, 2007 was that it was a successful drill, but not perfect and found it to be very informative.

Mayor Donovan thanked the Board for participating in the Firemen's Golf Tournament.

## **DEVELOPMENT OF NYCOM'S 2008 LEGISLATIVE PRIORITIES MEETING**

A motion was made by Trustee Brazill and seconded by Trustee Cronk giving permission to any Village Board members to attend the Development of NYCOM's 2008 Legislative Priorities meeting to be held in Albany, NY on November 19, 2007 at no cost for the meeting. All in favor. Motion carried.

Mayor Donovan said the meeting sets legislative agenda to take to the legislative session in February 2008 and gives the Board a chance to put forward what is important to the village. Trustee Theobald said it was quite informative and allows the

Board members to be prepared for what they plan on submitting.

**CAMERA  
PURCHASE -  
MINOA FIRE  
DEPARTMENT**

Mayor Donovan said that he was approached by John Jarmacz of the Minoa Fire Department and he asked if the Board would consider buying a camera for the Fire Department to use on the scene and the drills. Mayor Donovan said he is currently using his personal camera and should be using tools provided by the Village. Mayor Donovan said he provided him with the quote for a 35mm digital camera from Ra-lin, Inc. in the amount of \$428.96. Mayor Donovan said the camera would be charged against the Fire Department's budget, but could be shared by other Village departments.

A motion was made by Trustee Brazill and seconded by Trustee Theobald giving the Minoa Fire Department permission to purchase a 35mm digital camera from Ra-lin, Inc. in the amount of \$428.96 for departmental use and to share with village departments. All in favor. Motion carried.

**ATTORNEY'S  
REPORT**

Attorney Primo had nothing to report.

**TREASURER'S  
REPORT**

A motion was made by Trustee Brazill and seconded by Trustee Theobald to accept the Treasurer's Report for the month of September 2007 as recorded. All in favor. Motion carried.

**AUDIT CLAIMS**

A motion was made by Trustee Cronk and seconded by Trustee Brazill that claims on Abstract #10 in the amounts of General Fund - \$103,133.30 (Vouchers 366-420); CM Fund - \$24.00 (Voucher 176); and Sewer Fund - \$16,843.24 (Vouchers 124-144) for a total of \$120,000.54 be audited and paid. All in favor. Motion carried.

**PUBLIC COMMENTS**

John Sears, 103 S. Main Street, asked if there was a way to get the requirements for the website and Mayor Donovan advised him to file a FOIL Request with the Clerk's Office.

Mr. Sears asked why the month of October was not included in the newsletter and Trustee Brazill explained that the Village tries to create it quarterly, but often there is not enough information and it can be sporadic.

Mr. Sears asked if the Village will pay for the camera and will it come out of the approved budget. Mayor Donovan replied yes and said that the camera will be paid for from the Fire Department's budget and shared by other departments.

Mr. Sears questioned the description for the executive session and Attorney Primo

explained that there are grounds for the Board to go into executive session and personnel issues should be worded on the agenda as created by the State of New York.

Mr. Sears asked if he could get the details of the executive session and Attorney Primo replied that executive sessions are not permitted under FOIL. Attorney Primo said that should a resolution be made when back into regular session, then those sessions are available under the FOIL request.

Mr. Sears said that Mr. Lasky had mentioned the street lights and asked what portion the Village is paying for. Mayor Donovan replied that the street lights in Minoa Farms will be installed and paid for by Mr. Lasky.

Mr. Sears asked the Board why Mr. Lasky had brought up pavements and sidewalks during the meeting. Attorney Primo said that Mr. Lasky is responsible for installing pavements and was discussing the installation dates.

**EXECUTIVE  
SESSION - IN**

A motion was made by Trustee Brazill and seconded by Trustee Champagne to enter into Executive Session at 8:56 p.m. to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. All in favor. Motion carried.

**EXECUTIVE  
SESSION - OUT**

A motion was made by Trustee Brazill and seconded by Trustee Champagne come out of Executive Session at 9:56 p.m. All in favor. Motion carried.

**ADJOURNMENT**

A motion was made by Trustee Champagne and seconded by Trustee Cronk that the Village Board Meeting be adjourned at 9:57 p.m. All in favor. Motion carried.

Respectfully submitted,

Suzanne M. Snider  
Village Clerk/Treasurer