

**VILLAGE OF MINOA**  
[WWW.VILLAGEOFMINOA.COM](http://WWW.VILLAGEOFMINOA.COM)  
**BOARD OF TRUSTEES**  
**April 18, 2022**

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

**ALSO PRESENT:** Assistant DPW Superintendent Jim Landry, Jeremiah Butchko, Mark Olson, Mayor of Fayetteville and County Legislator, Mike Macko, Chief of Fire Shawn Tompkins, DPW Superintendent Tom Petterelli, Erich Schepp, Chuck Mullane, Pat Abbott, Matthew Raterman

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

**PRESENTATION  
COUNTY  
LEGISLATOR  
MARK OLSON,  
DISTRICT 10**

Mayor Brazill introduced County Legislator, District 10 Mark Olson. Legislator Olson thanked Mayor Brazill for the opportunity to discuss Onondaga County business and events with the board and those present. He stated he would like to visit Minoa every three to four months to give an update on what's going on in the County and he shared the following information:

- County is investing state funding into projects at Oneida Shores, Rosamond Gifford Zoo, Department of Transportation, Everson Museum, county parks
- Digital software for County Clerk's office
- I81 project
- WTP improvements, dehydrated solids and digester
- Jobs Plus moving from Onondaga Community College to Civic Center
- Gas tax cap

- Pandemic expenses

Contact information for county legislators can be found at:

<http://www.ongov.net/legislature/members.html>

**SCHEDULE  
PUBLIC HEARING  
COMMUNITY  
DEVELOPMENT  
FUNDING**

Trustee Christensen made a motion, seconded by Trustee Champagne to schedule public hearing on May 2, 2022 at 6:30pm for Community Development Funding Request, 2023 and Five Year Plan. All in favor; motion carried.

**SPECIAL USE  
PERMIT –  
SUBURBAN  
PROPANE  
MONUMENT SIGN**

***Tabled***

**ADOPT 2022-2023  
BUDGET**

***SEWER FUND***

A motion was made by Trustee Christensen and seconded by Trustee Champagne to adopt 2022-2023 Sewer Fund Budget in the amount of \$1,022,327.67. All were in favor; motion carried.

***GENERAL FUND***

Mayor Brazill stated the following changes were made to the Tentative Budget after the Public Hearing: line A3410.10 has been increased to \$73,000 due to approval of paid Fire Chief position, A8160.45 increased to \$9,000 due to vendor price increase, and A2262 changed to \$1,079,377.00 to reflect tentative adopted Fire/EMS budgets.

Trustee Champagne made a motion, seconded by Trustee Christensen to adopt 2022-2023 General Fund budget in the amount of \$3,815,057.08, tax rate of \$9.23/thousand, raising \$1,769,937.00 in property taxes. All in favor; motion carried.

**CLERK-  
TREASURER**

***MEETING MINUTES – APRIL 6, 2022***

Trustee Christensen made a motion, seconded by Trustee Schepp to approve the April 6, 2022 meeting minutes. All in favor; motion carried.

### ***TREASURERS REPORT FOR PERIOD ENDING MARCH 31, 2022***

Trustee Champagne made a motion, seconded by Trustee Schepp to approve the Treasurer's Report for period ending March 31, 2022. All in favor; motion carried.

### ***SUMMER MEETING SCHEDULE***

Trustee Champagne made a motion, seconded by Trustee Schepp to approve the following meeting dates for the summer: June 6<sup>th</sup>, July 11<sup>th</sup>, August 8<sup>th</sup> and September 6<sup>th</sup> all beginning at 6:30pm. All in favor; motion carried.

### ***OCEBA EXPERIENCE REPORT***

Trustee Christensen made a motion, seconded by Trustee Champagne to acknowledge receipt of OCEBA Experience Report for period ending 1/31/2022 and 2/28/2022. All in favor; motion carried.

## **CELEBRATION**

### ***PERFORMING ARTIST CONTRACTS***

Trustee Champagne made a motion, seconded by Trustee Schepp authorizing Mayor to execute Performing Artist Contracts with Cosmic Giant, \$300.00, Mark Zane \$200.00, Derek Baichi \$200.00. All in favor; motion carried.

## **FIRE DEPARTMENT**

### ***STANDARD OPERATING GUIDELINES***

Trustee Christensen made a motion, seconded by Trustee Schepp to approve the following Standard Operating Guidelines: Response to Carbon Monoxide Emergencies, Incident Management, Utility Emergencies Natural Gas, Utility Emergencies Electric, Electronic Patient Care Reporting (ePCR's) and Response to Motor Vehicle Crashes. All in favor; motion carried.

## **WASTEWATER TREATMENT PLANT**

### ***PROPERTY OWNER REQUEST \$15.50 PENALTY BE WAIVED SEWER A/C 32470***

Trustee Champagne made a motion, seconded by Trustee Abbott to waive \$15.50 penalty on sewer account #40690.

In favor – Mayor Brazill, Trustee(s) Abbott, Champagne

Opposed – Trustee Schepp, Christensen

**AUDIT OF CLAIMS  
ABSTRACT #023**

A motion was made by Trustee Christensen and seconded by Trustee Schepp that the claims on **Abstract #023** have been reviewed and approved for payment:

General Fund, voucher(s) 874-921 in the amount of \$109,622.73

Sewer Fund, voucher(s) 330-344 in the amount of \$9,167.11

Trust & Agency, voucher(s) 270-282 in the amount of \$37,322.03

All in favor; motion carried.

**ATTORNEY  
REPORT**

Nothing new to report.

**TRUSTEES  
REPORT**

Trustee Abbott – nothing to report.

Trustee Schepp announced he will attend the Town of Manlius Comprehensive Committee meeting tomorrow and the Manlius Police Department will hold Open House, May 21, 2022, 10am-2pm at 1 Arkie Albanese Drive, Manlius. Visit <https://www.townofmanlius.org/> for more information about the police department.

Champagne – no report.

Trustee Christensen thanked everyone who helped out with the Easter Egg Hunt; weather didn't cooperate so the event was moved into the pole barn.

**MAYOR'S REPORT**

Mayor Brazill reminded everyone to check expiration dates on COVID home test kits, some will expire in May 2022. If you are in need of a test kit, please stop by the Village Office we still have some in stock.

**PUBLIC  
COMMENT**

Matthew Raterman, 502 Hulbert Street asked the village board to consider putting stop signs at the corner of Hulbert and Baird Street, traffic is heavy and the cross-walk is busy. Mayor Brazill stated he would have Trustee Champagne and DPW Superintendent look into the situation.

**ADJOURNMENT**

A motion was made by Trustee Champagne and seconded by Trustee Abbott to adjourn the village board meeting at 7:17pm. All in favor. Motion carried.

Respectfully submitted,

*Lisa L. DeVona*

Lisa L. DeVona, Clerk-Treasurer