

Village of Minoa
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Board of Trustees

April 3, 2023

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

ALSO Town of Manlius Councilors Sara Bollinger and William Nicholson, Mike
PRESENT: Macko, Jason Klaiber (Eagle Bulletin), DPW Superintendent Tom
Petterelli

Mayor Brazill opened the village board meeting at 6:00 pm and Trustee Schepp led those present with the Pledge of Allegiance.

Mayor Brazill made the following appointments:

	<u>Appointment</u>	<u>Expiration</u>	<u>Term</u>
<u>DEPUTY MAYOR</u> John H. Champagne	April 2023	April 2024	1 year term
<u>DEPUTY CLERK-TREASURER</u> Barbara Sturick Donna Miller	April 2023 April 2023	April 2024 April 2024	1 year term 1 year term
<u>RECORDS ACCESS OFFICER</u> Lisa DeVona	April 2023	April 2024	1 year term
<u>PROPERTY CONTROL MANAGER</u> Lisa DeVona	April 2023	April 2024	1 year term
<u>ACTING VILLAGE JUSTICE</u> Jeanette Zacharias	April 2023	April 2024	1 year term
<u>SUPERINTENDENT OF PUBLIC WORKS</u> Thomas Petterelli	April 2023	April 2024	1 year term
<u>SAFETY OFFICER/COORDINATOR</u> VACANT			<i>1 year term</i>
<u>ENVIROMENTAL OFFICER</u> Thomas Petterelli	April 2023	April 2024	1 year term
<u>CODE ENFORCEMENT OFFICER</u> Michael Jones (Intermunicipal Agreement with Village of Fayetteville)	April 2023	April 2024	1 year term
<u>VILLAGE HISTORIAN</u> VACANT			<i>1 year term</i>
<u>INFECTIOUS CONTROL OFFICER</u> VACANT			<i>1 year term</i>

VILLAGE ENGINEER

Alex Wisniewski April 2023 April 2024 1 year term
LJR Engineering

ATTORNEY

Courtney M. Hills April 2023 April 2024 1 year term
Courtney M. Hills Law Firm

STORMWATER MANAGEMENT OFFICER

Michael Jones April 2023 April 2024 1 year term

DIRECTOR OF EMERGENCY MANAGEMENT

Don Grevelding April 2023 April 2024 1 year term

DEPUTY CHIEF – C2

Tim Visser April 2023 April 2024 1 year term

DEPUTY CHIEF – C3

Trevor Van Auken April 2023 April 2024 1 year term

FIRE CAPTAIN – FS1

Becky Schermerhorn April 2023 April 2024 1 year term

FIRE LIEUTENANT – FS1

Dave Hess April 2023 April 2024 1 year term

Dominic Erard April 2023 April 2024 1 year term

FIRE LIEUTENANT – FS2

Nick Carulli April 2023 April 2024 1 year term

ZONING BOARD OF APPEALS

Adrienne Turbeville April 2019 April 2024 5 year term

Scott Parish (Co-Chairperson) April 2020 April 2025 5 year term

Jeremiah Butchko April 2022 April 2027 5 year term

Gary Stoddard April 2023 April 2028 5 year term

Chris Beers (Chairperson) April 2021 April 2026 5 year term

Barbara Sturick, Secretary April 2023 April 2024 1 year term

PLANNING BOARD

Dan Engelhardt April 2022 April 2024 5 year term

Sarah Coleman April 2023 April 2028 5 year term

Alan Archer April 2020 April 2025 5 year term

John Jarmacz (Co-Chairman) April 2021 April 2026 5 year term

Dan DeLucia, (Chairman) April 2022 April 2027 5 year term

Barbara Sturick, Secretary April 2023 April 2024 1 year term

OFFICIAL NEWSPAPER

Syracuse Post Standard April 2023 April 2024 1 year term

Eagle Bulletin April 2023 April 2024 1 year term

OFFICIAL DEPOSITORIES

JP Morgan Chase April 2023 April 2024

Solvay Bank April 2023 April 2024

MBIA CLASS April 2023 April 2024

MOTION MADE BY: Trustee Champagne to approve the appointments read aloud by Mayor

SECONDED BY: Trustee Schepp

All in favor; motion carried.

LIAISON APPOINTMENTS

<i>Mayor Brazill</i>	Court T/ Manlius Chamber of Commerce Clerk's Office Public Relations
<i>Trustee Abbott</i>	Wastewater Treatment Plant / CERF Golden Age/Library Business Community Town of Manlius Historical Society
<i>Trustee Champagne</i>	Mechanic Department of Public Works (parks, buildings, grounds) Critical Response Committee NIMS Compliance Officer Code Enforcement Security System – Camera Employee Handbook
<i>Trustee Christensen</i>	Wastewater Treatment Plant / CERF Minoa Historical Association Celebrations (all events)
<i>Trustee Schepp</i>	Minoa Farms ESM Youth Sports Fire/EMS Commissioner Police Committee

Each Trustee is the Emergency Disaster Preparedness Planner for his department and each Trustee is responsible to see that the Right-To-Know, OSHA, and any other environmental laws that might pertain to their assigned departments are met. The DPW Superintendent will interact with Trustee Champagne as Emergency Disaster Preparedness Coordinator.

MOTION MADE BY: Trustee Schepp

SECONDED BY: Trustee Christensen

All in favor; motion carried.

- **Policy Against Discrimination and Harassment Policy** as amended November 5, 2018 remain in effect with the following: Clerk/Treasurer and Mayor as the Compliance Officers; **BE IT FURTHER RESOLVED:** that this Policy shall be distributed at the beginning of each year and copies of the Policy and Complaint Form shall be maintained in each department of the village as well as the Employee Handbook.

MOTION MADE BY: Trustee Christensen

SECONDED BY: Trustee Schepp

All in favor; motion carried.

- **Workplace Violence Prevention Policy** adopted 3/21/2011 remain in effect with the following: Clerk/Treasurer, Mayor, and one Trustee (namely, Trustee Champagne) as the Review Board for the Workplace Violence Prevention Policy and Thomas Petterelli as the Investigative Officer; **BE IT FURTHER RESOLVED:** that a posting be made at each Village location listing the names of the individuals sitting on the Review Board and that of the Investigative Officer

MOTION MADE BY: Trustee Champagne

SECONDED BY: Trustee Christensen

All in favor; motion carried.

1. The Village Board Meeting shall be held on the first and third Monday of every month at 6:30 p.m. and will be held at the Municipal Building in the Village Board Room.
2. The Planning Board and Zoning Board of Appeals Meeting shall be held on the second Thursday of every month, as needed, at 6:30 p.m. and will be held at the Municipal Building in the Village Board Room as needed.
3. That the Surety Bond on the Village Clerk-Treasurer, Deputy Clerks-Treasurers, Village Justices, and all other Village employees be obtained in the amount of \$50,000 each.
4. That if a state of emergency is declared by Mayor Brazill, all Trustees and personnel would be directed to take action as laid out in the Emergency Disaster Preparedness Plan already in place. In the event of any other emergency, we would use communication facilities such as the reverse 911 System as applicable, the Village of Minoa website, Spectrum, local radio and television stations to notify Village of Minoa residents.
5. That the Village Board will, whenever necessary, authorize transfer of funds from one budgetary account to another.
6. That the District Attorney's authorization dated 6/11/2012 for village attorney, to appear in Minoa Justice Court on behalf of District Attorney for limited purpose of prosecuting matters involving municipal code violations (Van Sickle letter).
7. That the Sergeant-of-Arms be Michael Macko, Kenneth Caskinett, Michael McGraw and/or Town of Manlius Police Officer who is on duty at the time of the Village Board Meetings.
8. That mileage allowance for Village officials while on Village business shall be the same as the IRS allowance at the time.
9. The procedure for calling Special Meetings shall be: the Mayor will notify the Village Clerk-Treasurer who will then notify the Trustees, the newspapers, and post a notice of such meeting in a public place; namely, the Minoa Post Office, 115 N. Main Street, Spill the Tea, 208 N. Main Street, Sunshine Mart, 91 Hulbert Street, Room to Improve, 359 S. Main Street, Parkway Pizza, 332 Costello Parkway, Trappers II 101 N. Main Street, Scotty's Automotive, 520 N. Central Avenue.
10. That Mayor Brazill shall be the Purchasing Officer and that the Village Treasurer is authorized to sign all purchase orders on behalf of the Mayor, and the Mayor, at his discretion, shall authorize all purchases over \$100.00.
11. That the following signatures be on the bank signature cards on file at the bank: William F. Brazill, Mayor; John H. Champagne, Deputy-Mayor; Lisa L. DeVona, Treasurer. The Mayor and Treasurer will sign all checks. In the absence of one, either remaining two will sign.
12. That Onondaga County prints the Village Tax Bills.
13. Use of Community Rooms and Use of Community Sign in Lewis Park Policy per Village Board resolution 10/17/2005 remain in place.
14. That the Village Clerk-Treasurer be designated by the Mayor as the Licensing Officer for the Village of Minoa per written designation dated April 5, 2004.
15. That the **Procurement Policy** for the Village of Minoa as adopted on January 7, 1992 and amended on April 7, 2008 and March 21, 2011 remains in effect.
16. That the **Investment Policy** for the Village of Minoa as adopted on April 5, 1994 and amended on September 19, 1995 remains in effect.
17. That the Fee Schedule dated April 1, 2002 and last amended 4/7/09 be revised as of April 6, 2015 and new fee schedule be effective January 9, 2017.
20. That the term of licensing for private haulers doing business within the Village of Minoa be from June 1 – May 31.

21. That the Time Capsule located by the monument in the southeast corner at Lewis Park shall be opened in 2044.
22. That the Time Capsule buried October 2019 located in front of the Municipal Building (side of Main Entrance) shall be opened in 2044.
23. That the 2024 Annual Organizational Meeting be held on **Monday, April 1, 2024** beginning at **6:00pm.**

MOTION MADE BY: Trustee Christensen
SECONDED BY: Trustee Champagne
All in favor; motion carried.

**PUBLIC HEARING
LOCAL LAW #4
FOR 2023**

LOCAL LAW 4 OF THE YEAR 2023

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

Mayor Brazill opened the public hearing at 6:14pm.

Attorney Hills reviewed the local law as follows:

Law to override the tax levy limit established in General Municipal Law §3-c.

Section One (1). Legislative Intent

General Municipal Law §3-c (“GML §3-c”) places a limit upon the amount of real property taxes that may be levied by various governmental bodies, including incorporated Villages. Although it is the stated and clear intent of the Village Board of Trustees to not exceed such limit during the upcoming fiscal year commencing June 1, 2023, due to the potential for (i) unforeseeable events causing an increase or decrease in revenues and/or expenses of Village operations; (ii) unknown or unforeseen effect(s) of interpretations, application or enforcement of GML §3-c relative to the required computation or accounting treatment of Village expenses and revenues; and (iii) the potential for such computation errors failing to accurately project fiscal year 2023-2024 Village expenses and revenues, the Village Board of Trustees as prudent stewards of the public trust desires to insulate the Village from possible sanctions, penalties or similar adverse consequences resulting from an unintentional failure to comply with GML §3-c, by providing for the override of the property tax cap imposed thereby. Accordingly, it is the intent of this local law to override such statutory limit, as may be required, on the amount of real property taxes that may be levied by the Village of Minoa, County of Onondaga pursuant to GML § 3-c, and to allow the Village of Minoa, Onondaga County to adopt a Village budget for (a) village purposes (b) any other special or improvement district governed by the Village Board for the fiscal year 2023-2024 that requires a real property tax levy in excess of the “tax levy limit” as defined by GML § 3-c.

Section Two (2). Authority This local law is adopted pursuant to subdivision 5 of General Municipal Law §3-c, which expressly authorizes a local government’s governing body to override the property tax cap for the coming fiscal year by the adoption of a local law approved by a vote of sixty percent (60%) of said governing body. **Section Three (3). Tax Levy Limit Override** The Board of Trustees of the Village of Minoa, County of Onondaga, is hereby authorized to adopt a budget for the fiscal year commencing June 1, 2023 that requires a real property tax levy in excess of the amount otherwise prescribed in General Municipal Law §3-c.

Mayor Brazill opened the public hearing for public comment.

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

Mayor Brazill closed the public hearing at 6:15pm.

Trustee Champagne made a motion, seconded by Trustee Abbott to adopt Local Law #4 for 2023 pursuant to subdivision 5 of General Municipal Law §3-c, which expressly authorizes a local government's governing body to override the property tax cap for the coming fiscal year, 2023-2024 by the adoption of a local law approved by a vote of sixty percent (60%) of said governing body. The Board of Trustees of the Village of Minoa, County of Onondaga, is hereby authorized to adopt a budget for the fiscal year commencing June 1, 2023 that requires a real property tax levy in excess of the amount otherwise prescribed in General Municipal Law §3-c. All in favor; motion carried.

**PUBLIC HEARING
2023-2024
TENTATIVE
BUDGET**

2023-2024 TENTATIVE BUDGET

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

Mayor Brazill opened the public hearing at 6:15pm.

Mayor Brazill reviewed the 2023-2024 Tentative Budget:

SEWER:

- sewer rent \$330/year – \$165.00/billing
- ESM Sewer Agreement – \$150,885.60
- 2.5% salary increase
- Sewer Administration – 7.32% increase – salary / Insurance / Legal
- Sewer Treatment & Disposal – 2.64 increase
- Anticipated Revenue - \$725,125.60 (14.10% decrease)
- Anticipated Expenditures - \$1,023,505.00 (.85% decrease)
- Fund Balance needed to balance 2023-2024 budget - \$298,379.40

GENERAL:

- Taxable Value \$215,137,503.00 (increase \$23,378,322)
- 1,349 parcels – 13 new parcels
- No Increase to Tax Rate - \$9.23
- Proposed tax levy - \$1,985,719.15 (increase \$215,781.91)
- Tax Cap - \$1,813,159.00
- Over tax cap approximately \$172,561
- Continue Intermunicipal Agreement with V/Fayetteville for Code Enforcement
- 2.5% salary increase
- General Government Support - \$1,054,011.49 +46.81 %
- Central Garage Equipment: 2023 International, Loader, Scanner
- Public Safety Budget \$822,903.00 +13.80% Training, Legal, Caretaker, Vehicle lease
- Public Health Budget \$1,080,550.00 +5.94%
- Transportation \$634,719.24 +2.78%

- Home & Community \$355,640.00 +7.21% increase ZBA & PB members compensation
- Total revenue: +4.33% increase
- Expenditures: \$4,830,518.73 no change
- Appropriated Fund Balance - \$350,948.81

PUBLIC COMMENTS:

With no comments or questions from those present Trustee Christensen made a motion, seconded by Trustee Christensen to close the public hearing.

Mayor Brazill closed the public hearing at 6:22pm.

Mayor Brazill announced the village board will consider adopting Tentative Budget for 2023-24 at their next meeting on April 17, 2023.

**PUBLIC HEARING
2023 COMMUNITY
DEVELOPMENT
FUNDING
APPLICATION AND
5YR PLAN**

COMMUNITY DEVELOPMENT APPLICATION AND 5YR PLAN

Trustee Champagne made a motion, seconded by Trustee Schepp to waive the reading of legal notice and open public hearing for Community Development Funding Request 2024 and Five Year Plan. All in favor; motion carried.

Mayor Brazill opened the public hearing at 6:22pm.

Mayor Brazill presented the Five-Year Plan as of April 2023 along with the 2024-2025 funding request:

FUNDING REQUEST FOR 2024-2025

Year FOUR – G on Map

Concrete Sidewalk installation – North Side Only Osborne Street, from N. Main Street to East Avenue, Environmental Paving Solutions LLC proposal TR230403A-2 dated 4/3/2023 attached in the amount of **\$58,145.72**

Year FIVE – G on Map

Concrete Sidewalk installation – 100 Block Osborne Street (South Side) per Environmental Paving Solutions LLC proposal TR230403B-2 dated 4/3/2023 attached in the amount of **\$51,287.50**

Year SIX – H on Map

Concrete Sidewalk installation – East Avenue (East side) Kalin Drive to Osborne Street
5'wide by 820'long (approx. 4,100 sq. ft.)

Year SEVEN – I on Map

Concrete Sidewalk installation – East Avenue (west side) Kalin Drive to Osborne Street
5'wide by 820'long (approx. 4,100 sq. ft.)

Year EIGHT – J on Map

Concrete Sidewalk installation – East Avenue (west side) Osborne Street to 415 East Avenue
5'wide by 715'long (approx. 3,575 sq. ft.)

Year NINE – K on Map

Concrete Sidewalk installation – 406 East Avenue (east side) 452 East Avenue
5'wide by 715'long (approx. 3,575 sq. ft.)

Year TEN – C on Map (2023 Application for 2024 construction)

Concrete Sidewalk installation – Elm Street between Edgerton & Willard (West Side) per Environmental Paving Solutions LLC proposal TR041519A-2 dated 4/15/2019 attached **\$50,000.00**.

Mayor Brazill stated again this year Community Development is offering the option to submit a second application for funding up to \$150,000 and would

like the board to consider the following project:

\$150,000 Funding Request 2024-2025
Commercial District Main Street Park

Proposed parcel is located within eligible area of 2023 Community Development Block Grant. The proposed park would benefit both elderly and handicapped groups because of its location in a residential/commercial area near Eastview senior living apartments on Adams Street, a nursing home and Thekchen Choling Temple on East Avenue, and Minoa Free Library on Main Street. Events such as Farmer's Market, annual holiday tree lighting, Halloween Night free donuts and cider (sponsored by Minoa Fire Department and village), and Memorial Day chicken barbeque at Minoa Station I are held at this location. Municipal parking lot exists next to the proposed park and used daily as a meeting place for area cycling groups, yoga classes, library events, fire department drills and over flow parking for local businesses along Main Street. The park will be handicap accessible with two entrances; one from the parking lot and the other from N. Main Street.

Our Vision: black iron fencing mixed with landscape to border the park, install safe walkway from Main Street to parking lot using flexi-pave type hardscape, and add benches for seating and lighting for safety.

Pocket parks are great open spaces on a small-scale and we feel this parcel is the perfect spot to provide a safe and inviting environment for the community. Please consider this \$150,000 project for 2023 Community Development Funding.

Mayor Brazill asked if the board or those present had any questions regarding the Five Year Plan or the funding requests.

With no further questions or comments, Trustee Schepp made a motion, seconded by Trustee Christensen to close the public hearing.

Mayor Brazill closed the public hearing at 6:26pm.

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the Five Year Plan and authorized the Mayor to submit 2024 funding request to Community Development for Concrete Sidewalk installation, **Concrete Sidewalk installation – North Side Only Osborne Street, from N. Main Street to East Avenue, in the amount of \$50,000.00 and second application for Commercial District Main Street Park, \$150,000.00.** All were in favor; motion carried.

A motion was made by Trustee John Champagne, and seconded by Trustee Eric Christensen to adopt the following resolution:

WHEREAS, the Village of Minoa, is a recipient of grant funds pursuant to a certain agreement with New York State Community Development Block Grant ("NYSCDBG") for the Village of Minoa's sidewalk replacement project identified as **Sidewalk Improvement, Osborne Street between N. Main Street to East Avenue, (north side only)** ("Project"); and

WHEREAS, in this regard the Village Clerk having prepared, and presented same to the Village Board, the Short Form SEQRA EAF ("EAF") Part I;

WHEREAS, the Village Board also on this date caused the review of such EAF Part I, assumed Lead Agency status for purposes of SEQRA review, determined the action to be either a Type II or Unlisted Action, elected, in the event of the latter, to conduct an uncoordinated review, and determined that same will have no significant environmental impact and thus issued a Negative Declaration pursuant to the New York State Environmental Quality Review Act;

NOW THEREFORE, be it

RESOLVED, that the Village of Minoa hereby supports the CDBG program based on the principals that the proposed project: (a) is consistent with the

Village's local revitalization plan, (b) the proposed grant is appropriate for the specific project; and (c) it facilitates effective and efficient use of existing and future public resources as to promote both economic development and preservation of community resources; and accordingly; be it

FURTHER RESOLVED, that the Mayor of the Village of Minoa and/or Clerk is duly authorized to complete, execute and deliver Part I of the EAF and to submit the application for grant funding.

Board unanimously voted in favor of the motion; resolution was adopted.

**CLERK-
TREASURER**

MEETING MINUTES – MARCH 6, 2023

Trustee Christensen made a motion, seconded by Trustee Schepp to approve the meeting minutes of March 6, 2023 as submitted. All in favor; motion carried.

TREASURERS REPORT FOR PERIOD ENDING FEBRUARY 28, 2023

Trustee Christensen made a motion, seconded by Trustee Abbott to approve Treasurers Report for period ending February 28, 2023. All in favor; motion carried.

UMR 2023 FLEXIBLE SPENDING PLAN

Trustee Abbott made a motion, seconded by Trustee Christensen to ratify prior approval authorizing Clerk Treasurer to accept and acknowledge UMR 2023 Flexible Spending Plan. All in favor; motion carried.

2023 NYMIR AND MCNEIL INSURANCE RENEWALS

Trustee Christensen made a motion, seconded by Trustee Schepp to approve \$72,552.23 (+8.6%) renewal for NYMIR and \$39,419.43 (+8%) for McNeil Co. All in favor; motion carried.

SUMMER HOURS

Trustee Champagne made a motion, seconded by Trustee Schepp to approve summer office hours, Friday's, 8AM – 12:30PM beginning the week of May 1st through September 4, 2023. All in favor; motion carried.

HONEYWELL RENEWAL 6/1/2023 – 5/31/2024

Trustee Christensen made a motion, seconded by Trustee Schepp to approve \$31,275.91 renewal for Honeywell 6/1/2023-5/31/2024, which is a \$2,850 increase from last year. All in favor; motion carried.

DPW

SUMMER HOURS

Trustee Champagne made a motion, seconded by Trustee Christensen to approve summer hours for DPW employees, May 1 – September 4, 2023, Monday through Thursday 6:00AM-3:30PM, Friday 6AM-10AM. All in favor; motion carried.

**FIRE
DEPARTMENT**

CHANGE OF MEMBERSHIP STATUS – MATTHEW MCGARRITY

Trustee Schepp made a motion, seconded by Trustee Abbott to accept change of status for Matthew McGarrity from Active Life to Life effective immediately. All in favor; motion carried.

CHANGE OF MEMBERSHIP STATUS – WALTER MCGARRITY

Trustee Schepp made a motion, seconded by Trustee Abbott to accept change of status for Walter McGarrity from Active Life to Life effective immediately. All in favor; motion carried.

Mayor Brazill thanked Matt and Walt for their years of service and contributions to the department and village.

**BUILDING &
GROUNDS**

THINK PAWSITIVE REQUEST TO USE LEWIS PARK

Trustee Christensen made a motion, seconded by Trustee Champagne to ratify prior approval to allow Think Pawsitive use of Lewis Park on 3/25, 4/1, 4/8, 4/15, 4/22. All in favor, motion carried.

**WASTEWATER
TREATMENT
PLANT**

***PROPERTY OWNER REQUEST \$16.50 PENALTY BE WAIVED SEWER
A/C 13560***

Trustee Schepp made a motion, seconded by Trustee Christensen to deny property owners request to waive \$16.50 penalty on sewer account #13560. Those in favor – Trustee(s) Christensen, Schepp
Those opposed – Mayor Brazill, Trustee(s) Champagne and Abbott.
The request was approved.

***PROPERTY OWNER REQUEST \$16.50 PENALTY BE WAIVED SEWER
A/C 30080***

Trustee Champagne made a motion to approve the request, one-time only, Trustee Abbott seconded to waive \$16.50 penalty on sewer account #30080. Those in favor – Mayor Brazill, Trustee(s) Champagne and Abbott.
Those opposed – Trustee(s) Christensen, Schepp
The request was approved.

***PROPERTY OWNER REQUEST \$16.50 PENALTY BE WAIVED SEWER
A/C 33090***

Trustee Champagne made a motion, seconded by Trustee Abbott to ratify prior approval to approve the request to waive \$16.50 penalty, one-time only, on sewer account #33090. Those in favor – Mayor Brazill, Trustee(s) Champagne and Abbott.
Those opposed – Trustee(s) Christensen, Schepp
The request was approved.

PROPERTY OWNER REQUEST \$16.50 PENALTY BE WAIVED SEWER A/C 30270

Trustee Champagne made a motion to approve the request, one-time only, Trustee Abbott seconded to waive \$16.50 penalty on sewer account #30270.

Those in favor – Mayor Brazill, Trustee(s) Champagne and Abbott.

Those opposed – Trustee(s) Christensen, Schepp

The request was approved.

NYWEA CENTRAL CHAPTER SPRING MEETING

Trustee Schepp made a motion, seconded by Trustee Christensen to ratify prior approval for Eric Cushing and Josh Marko to attend NYWEA Central Chapter Spring Meeting, March 28, 2023 at Lodge at Welch Allyn. All in favor; motion carried.

SUMMER HOURS

Trustee Christensen made a motion, seconded by Trustee Schepp to approve summer hours for WTP employees, May 1st – September 4, 2023, Monday through Thursday 6:00AM-3:30PM, Friday 6AM-10AM. All in favor; motion carried.

BID OPENING RESULTS – MARCH 29, 2023

PRIMARY CLARIFIER AND INFLUENT SCREEN IMPROVEMENTS

Doug Miller presented the following bid results to the board:

General

C.O. Falter Constructions Corp	\$851,101.00
John R. Dudley Construction, Inc	\$910,000.00
Henderson Brothers Contracting, Inc	\$929,622.00
Blue Heron Construction	\$1,087,611.00

A review of the bidders was conducted by Miller Engineers and found no error with bids were received by any of the bidders. All bidders have included a bid bond in the amount of 5% of their bid and all acknowledge receive of issued addenda. Miller Engineers recommends award of contract to C.O. Falter Construction Corporation.

Trustee Abbott made a motion, seconded by Trustee Christensen to award the contract for Wastewater Treatment Plant Primary Clarifier and Influent Screen Improvements Contract 1A – General to C.O. Falter Construction Corporation in the amount of \$851,101.00. All in favor; motion carried

ELECTRICAL

E-J Electrical, LLC	\$79,900.00
Scriba Electric Inc	\$93,321.00
Patricia Electric, Inc	\$115,000.00

A review of the bidders was conducted by Miller Engineers and found no error with bids were received by any of the bidders. All bidders have included a bid bond in the amount of 5% of their bid and all acknowledge

receive of issued addenda. Miller Engineers recommends award of contract to E-J Electrical, LLC.

Trustee Abbott made a motion, seconded by Trustee Christensen to award the contract for Wastewater Treatment Plant Primary Clarifier and Influent Screen Improvements Contract 1A – Electrical to E-J Electrical, LLC \$79,900.00. All in favor; motion carried.

OCWA

HULBERT STREET MAIN REPLACEMENT

Trustee Schepp made the motion, seconded by Trustee Champagne authorizing Mayor to execute Hydrant Application for two hydrants to be installed, NW corner of Esther and Hulbert Street and SE corner of McKinley and Hulbert Street and DPW Superintendent Tom Petterelli to sign the Water Main Installation agreement with OCWA for Project #4230022 and select Option 1 for payment of the hydrants.

All in favor; motion carried.

**AUDIT OF CLAIMS
ABSTRACT #021**

A motion was made by Trustee Christensen and seconded by Trustee Schepp that the claims on **Abstract #021** have been reviewed and approved for payment:

General Fund, voucher(s) 879-921 in the amount of \$182,232.66

Sewer Fund, voucher(s) 325-340 in the amount of \$45,561.28

Trust & Agency, voucher(s) 286-298 in the amount of \$32,474.88

All in favor; motion carried.

**ATTORNEY
REPORT**

Nothing new to report.

**TRUSTEES
REPORT**

Nothing new to report from Trustee(s) Abbott, Schepp and Champagne.

Trustee Christensen announced the Easter Egg Hunt, April 8th Lewis Park at 10am.

MAYOR'S REPORT

Mayor Brazill reminded the board to register for NYCOM Annual Meeting if they plan to attend and announced the first Friday Concert in the Park is scheduled for May 19th

Use the following link to view 2023 Concert schedule:

<http://www.villageofminoa.com/tfiles/folder2519/Flyer.pdf>

**PUBLIC
COMMENT**

No comments.

ADJOURNMENT

A motion was made by Trustee Abbott and seconded by Trustee Champagne to adjourn the village board meeting at 6:50pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

Lisa L. DeVona, Clerk-Treasurer