

VILLAGE OF MINOA
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BOARD OF TRUSTEES

August 2, 2021

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: DPW Superintendent Tom Petterelli,
Fire Chief Matt McGarrity, Tom
Czajak, Minoa Fire, Inc President,
Todd Robertson (Lake Effect Half
Marathon) Pat Abbott

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

**ANNEXATION
7364 KIRKVILLE ROAD**

PENDING – TOWN OF MANLIUS REVIEWING APPLICATION

APPOINTMENT

PLANNING BOARD MEMBER

Trustee Christensen made a motion, seconded by Trustee Champagne
to approve the Mayor's appointment of John Jarmacz as Planning
Board Member for a term of five (5) years. All in favor; motion
carried.

**SCHEDULE PUBLIC
HEARING**

***LOCAL LAW #3 FOR 2021 – NYS MARIHUANA REGULATIONS
& TAXATION ACT***

Trustee Christensen made a motion, seconded by Trustee Champagne
to hold a public hearing for Local Law #3, NYS Marihuana Regulations
& Taxation Act on Tuesday, September 7, 2021 at 6:30pm. All in
favor; motion carried.

CLERK-TREASURER

MEETING MINUTES – JULY 6, 2021

Trustee Champagne made a motion, seconded by Trustee Christensen to
approve meeting minutes for July 6, 2021 as submitted. All in favor;
motion carried.

\$1,558,500 BAN RENEWAL RESULTS – Informational Only

BAN renewal is schedule for August 11, 2021

***STANDARD WORK DAY RESOLUTION FOR ELECTED
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.

FISCAL YEAR END 05/31/2021 TRANSFER OF APPROPRIATIONS

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the following budget amendments:

TRANSFER IN APPROPRIATIONS GENERAL FUND						
FROM		DR		TO	CR	
ACCOUNT	TITLE	AMOUNT		ACCOUNT	TITLE	AMOUNT
A1010.4	BOT - Contractual	\$ 24.00		A1010.10	BOT - DEP MAYOR	\$ 24.00
A1110.40	JUSTICE CONTRACTUAL	\$ 116.91		A1110.46	JUSTICE - INTERNET	\$ 116.91
A1210.4	MAYOR - CONT.	\$ 0.36		A1210.1	MAYOR - PS	\$ 0.36
A1325.40	CLERK MISC CONT	\$ 3,596.40		A1325.1	CLERK - PS	\$ 1,181.12
				A1325.401	CLERK - WEBSITE	\$ 2,000.00
				A1325.43	CLERK - INTERNET	\$ 415.28
A1430.11	DEP CLERK - EXTRA HRS	\$ 609.67		A1430.10	DEPT CLERK PS	\$ 609.67
A1640.41	CENTRAL GARAGE OIL	\$ 10,012.44		A1640.10	CENTRAL GARAGE MECH	\$ 55.18
				A1640.40	CENTAL GARAGE MISC	\$ 942.24
				A1640.47	CENTRAL GARAGE INT	\$ 1.86
				A1640.48	CENTRAL GARAGE - ATTORNEY	\$ 9,013.16
A3410.23	FIRE CHIEF VEHICLE	\$ 20,546.89		A3410.43	FIRE VEH REPAIRS	\$ 20,546.89
A3410.41	FIRE OIL LUBE FUEL	\$ 10,249.41		A3410.13	FIRE MECHANIC	\$ 89.11
				A3410.15	FIRE DPW SUP	\$ 1,090.72
				A3410.22	FIRE TRAINING	\$ 1,198.12
				A3410.42	FIRE INSURANCE	\$ 2,015.45
				A3410.44	FIRE RADIO REPAIRS	\$ 773.55
				A3410.45	FIRE BLDG UTILITIES	\$ 4,410.46
				A3410.47	FIRE ATTORNEY	\$ 672.00
A4540.20	AMB EQUIPMENT	\$ 57,627.60		A4540.19	AMB MECHANIC	\$ 55.16
				A4540.401	AMB WAVES CONTRACT	\$ 54,318.15
				A4540.48	AMB SUPPLIES	\$ 3,254.29
A4540.44	AMB RADIO REPAIR	\$ 3,681.81		A4540.45	AMB - BUILDING UT	\$ 3,681.81
A5010.12	ST ADMIN PART TIME	\$ 1,579.83		A5010.13	ST ADMIN DPW SUP	\$ 1,367.77
				A5010.14	ST ADMIN DPW ASST	\$ 212.06
A8160.42	REFUSE INSURANCE	\$ 192.29		A8160.41	REF OIL LUBES	\$ 171.52
				A8160.43	REF MISC	\$ 20.77
A5142.4	SNOW - CONTRACTUAL	\$ 13,951.64		A8160.40	REF - TIPPING FEE	\$ 13,951.64
A7410.43	LIBRARY NATIONAL GRID	\$ 2,152.40		A7410.40	LIBRARY MISC	\$ 2,152.40
A7410.41	LIBRARY NEWCHANNELS	\$ 45.66		A7410.40	LIBRARY MISC	\$ 45.66
A7110.4	PARKS CONTR	\$ 760.21		A7410.40	LIBRARY MISC	\$ 760.21
A8010.1	ZONING - PS	\$ 220.51		A8010.4	ZONING - CONT	\$ 220.51
A9040.83	WORKERS COMP	\$ 12,271.84		A9010.80	RETIREMENT	\$ 12,256.84

				A9010.82	RETIREMENT - MECH	\$ 15.00
TRANSFER IN APPROPRIATIONS SEWER FUND -5/31/21 YEAR END AMENDMENTS						
FROM				TO		
ACCOUNT	TITLE	AMOUNT		ACCOUNT	TITLE	AMOUNT
G8110.43	SEWER ADMIN INSURANCE	\$ 849.34		G8110.10	ADMIN - DEPUTY CLERK	\$ 274.70
				G8110.40	ADMIN - MISC OFFICE	\$ 574.64
G8120.11	SANITARY SEWER OT	\$ 290.81		G8120.13	SANITARY SEWER MECHANIC	\$ 20.77
				G8120.14	SANITARY SEWRE DPW SUP	\$ 270.04
G8120.44	SANITARY SEWER UTILITY	\$ 469.21		G8120.43	SANITARY SEWER INFRAS	\$ 400.00
				G8120.46	SANITARY SEWER VEH REP	\$ 69.21
G8120.20	SANITARY SEWER EQUIP	\$ 5,316.22		G8120.40	SANITARY SEWER MISC	\$ 5,316.22
G8130.14	SEWAGE TREAT PT LABOR	\$ 1,270.12		G8130.11	SEWAGE TREAT OT	\$ 1,270.12
G8130.44	SEWAGE TREAT UTILITIES	\$ 5,617.97		G8130.21	ST - STORAGE BLDG	\$ 4,580.72
				G8130.40	ST - MISC	\$ 1,037.25
G8130.42	SEWAGE TREAT EXP/CHEM	\$ 1,712.50		G8130.45	SEWAGE TREAT - OUTSIDE LAB	\$ 1,712.50
		\$ 15,526.17				\$ 15,526.17

All in favor; motion carried.

OCEBA MONTHLY EXPERIENCE REPORT

Trustee Schepp made a motion, seconded by Trustee Christensen to acknowledge receipt of OCEBA monthly experience report for period ending June 30, 2021. All in favor; motion carried.

ARPA CORONAVIRUS LOCAL FISCAL RECOVERY FUND

Trustee Abbott made a motion, seconded by Trustee Schepp to appropriate \$174,418.85, received 7/22/2021, ARPA funding to Sewer Fund for infrastructure renovations and repairs. All in favor; motion carried.

GRANT ANNOUNCEMENT – ONONDAGA COUNTY AMERICAN RESCUE PLAN MUNICIPAL FUNDING

UPDATE: Deadline to submit projects has been extended to August 13, 2021.

GRANT ANNOUNCEMENT – ONONDAGA COUNTY DEVELOPMENT MAIN STREET FUNDING

UPDATE: Deadline to submit projects has been extended to September 3, 2021.

2021 – 2022 ESM YOUTH SPORTS AGREEMENT

Trustee Champagne made a motion, seconded by Trustee Christensen to authorize Mayor to execute 2021-2022 ESM Youth Sports Agreement and have Trustee Schepp reach out to organization president for signature. All

in favor; motion carried.

AMBULANCE BILLING REQUEST – FINAL PAYMENT

Trustee Champagne made a motion, seconded by Trustee Christensen to approve accepting \$400.00 as final payment of a \$500.00 balance due account for ambulance billing. All in favor; motion carried.

***REQUEST FOR STOP SIGN – 3-WAY INTERSECTION
WEAVERDALE, RIPPLEBROOK AND WHISKWOOD***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve a 3-way Stop Sign be placed at the corner(s) of Weaverdale, Ripplebrook and Whiskwood lanes. All in favor; motion carried.

AUCTIONS INTERNATIONAL AGREEMENT

Trustee Abbott made a motion, seconded by Trustee Schepp to ratify prior approval for Mayor to execute Auctions International contract/agreement for Sale of Government Assets. All in favor; motion carried.

***NATIONAL GRID QUOTE TO CONVERT MINOA FARMS
STREETLIGHTING TO LED***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve National Grid quote to convert forty (40) Aspen Grove #70 street lights in Minoa Farms to LED, \$12,535.90. All in favor; motion carried.

TRANSFER OF APPROPRIATIONS

Trustee Champagne made a motion, seconded by Trustee Schepp to approve \$400.00 transfer of appropriations FROM A1325.40 TO A1325.2 for purchase of iPad, and \$9,347.00 FROM G8130.20 TO G8120.20 for purchase of 2022 Ford Pickup. All in favor; motion carried.

CELEBRATIONS

FALL FESTIVAL

Trustee Christensen made a motion, seconded by Trustee Champagne to move the Fall Festival from September 11, 2021 to September 18, 2021 at Lewis Park. All in favor; motion carried.

SEPTEMBER 11, 2021 MEMORIAL CEREMONY

Trustee Christensen made a motion, seconded by Trustee Schepp to approve \$800.00 for Syracuse Scottish Bag Pipe Band to lead the 9/11 Memorial March. All in favor; motion carried.

BUILDINGS & GROUNDS

LAKE EFFECT HALF MARATHON

Trustee Christensen made a motion, seconded by Trustee Champagne to hold 2022 Lake Effect Half Marathon, Saturday, 2/12/2022 (primary date) with 2/26/2022 as a backup date contingent upon finalizing course and addressing the issues of closing Main Street for local businesses.

All in favor; motion carried.

DAVIS ULMER AGREEMENT

Trustee Christensen made a motion, seconded by Trustee Champagne to approve 3yr. Inspection Agreement with Davis Ulmer, effective 10/1/2021, \$1,540.00 annually. All in favor; motion carried.

FIRE DEPARTMENT

FIRST ARRIVING RECRUITMENT/RETENTION PROGRAM

Trustee Champagne made a motion, seconded by Trustee Schepp to purchase First Arriving Recruitment/Retention Program and 50% of the program will be funded by Minoa Fire Department, Inc, \$16,950.00. All in favor; motion carried.

PROPOSED BY-LAW CHANGES TO ARTICLE X SECTION 5 NOTICE OF ANNUAL MEETING AND ARTICLE X SECTION 3 ELIGIBILITY TO VOTE

Trustee Abbott made a motion, seconded by Trustee Schepp to approve proposed By-Law changes to Article X, Section 5 Notice of Annual Meeting. All in favor; motion carried.

Trustee Schepp made a motion, seconded by Trustee Abbott to approve the proposed By-Law changes to Article X, Section 3 Eligibility to Vote. Mayor Brazill, Trustee Schepp and Abbott, YES; Trustees Champagne and Christensen, NO. Motion carried.

SURPLUS EQUIPMENT

Trustee Champagne made a motion, seconded by Trustee Schepp to declare surplus 40 MSA bottles and masks and sell. All in favor; motion carried.

JULY 2021 FIRE CALLS

Trustee Abbott made a motion, seconded by Trustee Champagne acknowledging receipt of July 2021 monthly call report. All in favor; motion carried.

TRAINING REQUEST – EMERGENCY RESCUE DIVER

Trustee Champagne made a motion, seconded by Trustee Abbott to approve M. Dimauro to attend Emergency Rescue Diver Training, National Aquatic Services, \$1,695.00 beginning August 11, 2021 through mid-October, Syracuse, NY. All in favor, motion carried.

WTP

PRELIMINARY ENGINEERING REPORT

Miller Engineers submitted a Preliminary Engineering Report for Minoa's Wastewater Treatment plant Assessment. Mayor Brazill asked the board to review the document and forward any questions to WTP Manager Eric Cushing or Doug Miller.

SEQRA FOR CONSOLIDATED FUNDING APPLICATION, WATER QUALITY IMPROVEMENT PROJECT (WQIP) PROGRAM

Trustee Christensen made a motion, seconded by Trustee Schepp to declare SEQRA TYPE II action for reconstruction and/or rehabilitation of the existing wastewater infrastructure, with no further action required. All in favor; motion carried.

AUDIT OF CLAIMS ABSTRACT #005

A motion was made by Trustee Christensen and seconded by Trustee Abbott that the claims on **Abstract #005** in the amount of General Fund \$69,696.90 (Vouchers 127 - 163), Sewer Fund \$7,324.05 (Vouchers 47 - 60), for a total of \$77,020.95; All in favor; motion carried.

ATTORNEY'S REPORT

Nothing new to report.

TRUSTEES' REPORT

Trustee Abbott – nothing new to report.

Trustee Schepp – nothing new to report.

Trustee Christensen announced representative from Senator Schumer's office will visit WTP on August 11th at 11:30am and Senator Mannion will visit on August 12th at 11am.

Trustee Champagne report he attended the County's Comprehensive Plan meeting and will continue to update the board as meetings progress.

MAYOR'S REPORT

Mayor Brazill announced the opening of "*Station 217 by Room to Improve*" located in the newly restored old powerhouse building at the corner of S. Main Street and Costello Parkway. Sharon and John Valerio have done an amazing job restoring the 1906 building which is the last of four powerhouses to remain. For more information about the business and building, visit <https://www.station217.com>

PUBLIC COMMENT

Chief McGarrity asked if there was a parking schedule for the south side parking lot on Adams Street.

ADJOURNMENT

A motion was made by Trustee Christensen and seconded by Trustee Schepp to adjourn the village board meeting at 8:23pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

Lisa L. DeVona, Clerk-Treasurer