

VILLAGE OF MINOA
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BOARD OF TRUSTEES
August 8, 2022

PRESENT: Mayor William F. Brazill
Trustee John M. Abbott
Trustee John H. Champagne (*absent*)
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, Mike Macko, T/Manlius Councilor William Nicholson, DPW Superintendent Tom Petterelli, Patrick Flannery, Chuck Mullane, Jason Klaiber, Tim Decker, Michael Schnupp, Brian Madigan (RPNY4 Solar), David Abbott, Becky Schermerhorn, Erich Schepp, Scot Garland, Robert Becker, Colin Decker, Zach Berg, Cameron Jarvis, Drew Cavanaugh, Dominic Erard, Jeremy Erard, Richard Sabin, Kady Hough, Al Tompkins, Charles Spratt, Donald Grevelding, Trevor Van Auken, Jennifer Sabin, Anthony Alessandrello, David Glisson, Mike Lostumbo, Jeremy DiBello, Jim Skyler, Matt McGarrity, Allen Hamilton Justin, Thomas, Doug Knapp, Dennis Erard, Charles Malcomb, David Plante, Alissa Italiano (T/Manlius Councilor) Dan DeLuca, Patti deBerjeois, Melissa Giuffre, Tom Giuffre, Tim Jorgensen, Bernard Stabb, Jr.

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

**PUBLIC HEARING
LL#4 FOR 2022**

**ZONE CHANGE – 5986 CLEMONS ROAD FROM RA1 TO PDD FOR
SOLAR FACILITY**

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

Mayor Brazill opened the public hearing at 6:32pm.

Attorney Hills gave an overview of the application submitted by from RPNY Solar 4, LLC, requesting a zone change from Residential R-A1 to PDD (Planned Development District) for the development of an approximately 13 acre, 3 MW Community Solar Project located on tax parcel #005.-10-01.0., 5986 Clemons Road.

The Village Board declared Lead Agency, reviewed concept plan and outline for the proposed Planned Development District (PDD) and delegated the Planning Board to be responsible for ensuring the general concept plan and outline of the proposed project is further refined and

capable of being properly implemented.

On July 7, 2022 the Village Planning Board adopted the following resolution:

Resolution to Recommend that the Village Board Adopt a Negative Declaration and Approve the Project Plan of Clemons Road Solar Energy Project at 5986 Clemons Road, Village of Minoa

WHEREAS, RPNY Solar 4, LLC (the “Applicant”) requested a zoning change from Residential R-A1 to a Planned Development District (PDD) for the development of an approximately 13 acre, 2.75 megawatt (MWac) community solar project (the “Project”) at 5986 Clemons Road, in the Village of Minoa, in Onondaga County (Tax Map Id: 005.-10-01.0)(the “Site”);

WHEREAS, in accordance with Step 1 of the PDD procedures pursuant to Village Code § 160-13.1(D), the Village Board accepted the Applicant’s concept plan and outline for the Project and referred the Project materials to the Village of Minoa Planning Board (the “Planning Board”); and

WHEREAS, the Planning Board completed its Step 1 review of the Project application, provided its advisory opinion and written report to the Village Board, and recommended approval of the Applicant’s concept plan and outline; and

WHEREAS, at the February 4, 2022 meeting, the Village Board issued a Notice of Intent to act as Lead Agency for purposes of reviewing the Project under the State Environmental Quality Review Act (“SEQRA”); and

WHEREAS, in an effort to facilitate an efficient PDD review process, the Applicant submitted a complete Project Site plan, exceeding the requirements of Step 1 approval. The Planning Board reviewed the complete Project Site plan and noted in its advisory opinion to the Village Board that the Project Plan meets the Project Plan criteria of Step 2 pursuant to Village Code § 160-13.1(E); and

WHEREAS, the Village Board reviewed the Planning Board’s advisory opinion and written report regarding Step 1 approval and accepted the Project concept plan and outline; and

WHEREAS, upon the Village Board’s approval of the Project concept plan and outline, the Village Board referred the Project application back to the Planning Board for its Step 2 PDD Project Plan formal review and recommendation pursuant to Village Code § 160-13.1(E); and

WHEREAS, to address the Planning Board’s comments in their advisory opinion to the Village Board and comments received from the Village Board, the Applicant submitted a modified Site Plan to the Planning Board which includes relocating the access road, among other things; and

WHEREAS, the Planning Board substantively reviewed the modified Site Plan which resulted in the Applicant moving the primary access point to the Project to the Planning Board’s proposed temporary access point, and determined that it sufficiently addresses the Planning Board’s concerns regarding safety and traffic; and

WHEREAS, pursuant to Village Code § 160-13.1(E), the Planning Board performed a thorough analysis of the environmental issues related to the Project to advise the Village Board on SEQRA determination.

NOW THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE VILLAGE OF MINOA PLANNING BOARD AS FOLLOWS:

1. The Planning Board hereby recommends that the Village Board accepts the PDD Project Plan and makes the following findings:
 - a. The Project Plan, as revised in the Site Plan dated June 2, 2022, is in accordance with the accepted and referred concept plan and outline. The Planning Board finds that the variety and arrangement of land uses and structures are appropriate for the site. It further confirms appropriateness of density, location, community needs, public infrastructure, and relationship to surrounding developments. The Planning Board recommends that upon approval of Step 3 of the PDD application, including creation of the PDD district through a rezoning and Village Board acceptance of the Project Plan, that no further zoning reviews be conducted for the Project. Development standards are as set forth in the Project Plan. Completion of the PDD is feasible.
 - b. The revised Site Plan/Project Plan dated June 2, 2022 meets the Planning Board’s concerns regarding safety and traffic.
 - c. The Project Plan is compliant with the Village of Minoa Code, and all other applicable codes and regulations of Onondaga County and New York State.
2. Based upon the Planning Board’s thorough review and examination of the known facts relating to the Project and careful review of all potentially adverse environmental impacts, and the entire record and proceedings relating to the Project, the Planning Board finds that the Project will not have a significant adverse impact on the environment. The Planning Board hereby recommends that the

Village Board, upon its completion of SEQRA review, adopts a negative declaration. Further, the Planning Board finds that the preparation of a draft environmental impact statement is not necessary.

3. The application, the revised Site Plan/Project Plan submittal, and Planning Board meeting minutes are hereby incorporated into this resolution by reference as if fully set forth herein and together shall constitute the Planning Board's report pursuant to Village of Minoa Code § 160-13.1E(1)(h).

4. This Resolution is effective immediately.

The adoption of the foregoing Resolution was moved by John Jarmacz, seconded by Dan Engelhardt, and

duly put to vote, which resulted as follows:

Dan DeLucia, Chairman	aye
Alan Archer, Board Member	aye
John Jarmacz, Board Member	aye
Dan Engelhardt, Board Member	aye

With no questions from the village board members Mayor Brazill asked if there were any questions/comments from the public.

Public Comments

Justin Tomas, Baird Street will the existing berm along Baird Street be leveled to grade exposing the site of the solar arrays? Will this project affect drainage?

RPNY Solar – geo testing was recently completed and we will leave the existing berm. DEC requires developers make site drainage better than existing, site will be graded allowing access road that will be used once or twice a year for maintenance.

David Glisson, Baird Street stated the entrance was changed from Clemons to Baird and construction vehicles will create a hazard for daily traffic.

RPNY Solar – we can create a more fine-tuned plan for construction vehicles

Jeremiah Butchko, S. Main Street asked if the village will benefit from project or revenue share.

Mayor Brazill stated attorney's for RPNY Solar and Village are working with the County regarding the PILOT (Payment in Lieu of Taxes) and the Village's CCA is Good Energy and they are negotiating with RPNY regarding a Host Community Agreement.

Scott Garland, Ferndale Lane stated he is opposed to solar, its obnoxious to look at, what is the life span of the equipment, is there a plan to dismantle equipment once company is done with the site.

RPNY Solar – we have submitted a de-commission plan to the village which requires our company to issue a security bond should the responsibility fall on the village.

Patricia Weart, Forest View Lane asked about style of fence, community solar program, PILOT and cost comparison; stated she has a hard time recognizing the benefit that will reduce the beauty seen now when driving by this parcel.

RPNY Solar stated the fence is designed pursuant to agriculture district, the PILOT is formula based on size of facility, continued negotiations with Good Energy for the Community Host Agreement.

Erich Schepp, Forest View Lane asked for the capacity of the facility.
RPNY Solar - approximately 13 acre, 3 MW Community Solar Project
Pat Weart, Forest View Lane asked about the gravel used at the entrance and if something more appealing could be used.

RPNY Solar – DEC requires gravel for site drainage.

With no further questions from the public Mayor Brazill stated the public hearing would remain open and the applicant will provide the following outstanding items for the September 6, 2022 meeting:

- Other options for landscaping
- Site entrance options
- Community Host Agreement
- PILOT

RPNY Solar thanked the board for their time and look forward to meeting again in September.

**PUBLIC HEARING
LL#3 FOR 2022**

AMEND CHAPTER 25 – APPOINTMENT OF LINE OFFICERS

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

Mayor Brazill opened the public hearing at 8:04pm

Attorney Hills presented the following:

A Local Law repealing Article I of Chapter 25 of the Code of the Village of Minoa providing for the appointment and residency requirements of Village Officers and Employees.

**Be it enacted by the Village Board of Trustees of the Village of Minoa as follows:
Section One (1). Article I of Chapter 25 of the Village of Minoa Code entitled “Residency Requirements” is hereby repealed and replaced with a new Article I of Chapter 25 entitled “Appointment of Village Officers and Residency Requirements” as follows:**

ARTICLE I

**APPOINTMENT OF VILLAGE OFFICERS & RESIDENCY REQUIREMENTS
25-1. PURPOSE/AUTHORITY.**

The purpose of this article is to authorize, pursuant to Municipal Home Rule Law, the appointment of certain Village Officers, as that term is defined in Section 25-2 hereof, and to permit residency outside of the Village of Minoa as set forth in Section 25-3 hereof.

25-2. DEFINITIONS.

As used in this Chapter 25, the term “Appointed Village Officers” shall mean the Village Clerk, the Village Treasurer, the Village Clerk/Treasurer, Village Deputy Clerk(s), Village Deputy Treasurer(s), Village Deputy Clerk/Treasurer(s), the Codes Enforcement Officer, Deputy Codes Enforcement Officer(s), members of the Village of Minoa Planning Board, members of the Village of Minoa Zoning Board of Appeals, and Line Officers of the Village of Minoa Fire Department, but shall not mean any person holding an elected office.

25-3. APPOINTMENT AND RESIDENCY

- A. Appointed Village Officers shall be appointed by the Mayor subject to approval of the Village of Minoa Board of Trustees.
- B. Appointed Village Officers may reside outside of the Village but shall reside in Onondaga County or within any county contiguous to Onondaga County; provided, however, that persons residing within the Village or within the Town of Manlius may be given due consideration (which consideration shall be non-binding), and provided further, however, that no member of the Village of Minoa Planning Board or the Village of Minoa Zoning Board of Appeals shall be permitted to reside outside of the Village under any circumstances.

With no questions or comments from the board Mayor Brazill opened the discussion to the public.

Public Comments

Rich Sabin asked about the residency requirements for line officers.

Tim Decker asked if the selection committee will include a member of the

Fire Department. Mayor Brazill answered yes, the Fire Chief. Scot Garland stated the system has run very well, past two years it has fallen apart, I am in favor of this local law. Jeremy DiBello stated he is in favor of this local law. Al Tompkins asked when the line officer qualifications will be released. Mike Lostumbo asked if quota and qualifications were required and what will be the term of appointment. Mayor Brazill stated the committee will review the quota and qualifications of each applicant and it will be yearly appointment. Trevor Van Auken stated the last two elections were not good and he is in favor of this local law. Pat Flannery asked about the qualifications and course review for these positions. With no further comments from the public Trustee Christensen made a motion, seconded by Trustee Schepp to close the public hearing. All in favor. Mayor Brazill closed the public hearing at 8:39pm.

**CONSIDERATION
LOCAL LAW #3
FOR 2022**

A LOCAL LAW REPEALING ARTICLE I OF CHAPTER 25 OF THE CODE OF THE VILLAGE OF MINOA PROVIDING FOR THE APPOINTMENT AND RESIDENCY REQUIREMENTS OF VILLAGE OFFICERS AND EMPLOYEES

Trustee Schepp made a motion, seconded by Trustee Christensen to adopt Local Law #3 for 2022 repealing Article 1 of Chapter 25 of the Code of Minoa Providing for the appointment and residency requirements of village officers and employees. All in favor; motion carried.

**CLERK-
TREASURER**

MEETING MINUTES – JULY 11, 2022

Trustee Christensen made a motion, seconded by Trustee Schepp to approve July 11, 2022 meeting minutes. 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, 2022. All in favor; motion carried.

TRANSFER OF APPROPRIATIONS

Trustee Christensen made a motion, seconded by Trustee Schepp to approve the following Transfer of Appropriations for fiscal year ending May 31, 2022:

TRANSFER IN APPROPRIATIONS GENERAL FUND					
FROM		DR	TO		CR
ACCOU NT	TITLE	AMOUN T	ACCOU NT	TITLE	AMOUNT
A1010.2	BOT Equipment	\$ 24.00	A1010.10	Bot - dep mayor	\$ 24.00
A1990.4	Contingent	\$ 1,091.57	A1010.4	Bot contractual	\$ 1,091.57
A1110.40	Justice	\$	A1110.46	Justice - internet	\$

	CONTRACTUAL	67.16			67.16
A1210.2	Mayor equipment	\$ 500.00	A1210.4	Mayor cont. expense	\$ 500.00
A1990.4	Contingent	\$ 2,181.76	A1210.4	Mayor cont. expense	\$ 2,181.76
A1325.40	Clerk misc. cont.	\$ 2,517.31	A1325.1	Clerk - PS	\$ 517.31
			A1325.401	CLERK - WEBSITE	\$ 2,000.00
A1325.46	Clerk treasurer office supplies	\$ 466.24	A1325.43	Clerk - internet	\$ 407.48
			A1325.44	Clerk - Postage	\$ 21.00
			A1325.45	Clerk - Legal	\$ 37.76
A1430.11	Dep clerk extra hours	\$ 1,000.00	A1430.10	Dep clerk - PS	\$ 1,000.00
A1325.49	Clerk treas. Telephone	\$ 570.60	A1430.10	Dep clerk - PS	\$ 570.60
A1440.4	Engineer	\$ 200.58	A1450.1	Election PS	\$ 10.00
			A1450.4	Election Contractual	\$ 190.58
1640.42	Central GARAGE INS	\$ 7,447.17	A1640.10	CENT GARAGE MECH	\$ 7,447.17
A1640.41	Central garage oil	\$ 2,483.77	A1640.40	Cent garage misc.	\$ 2,483.77
A1640.2	Central garage equip	\$ 6,243.05	A1640.43	Cg - repairs	\$ 6,243.05
A1640.48	Cg - attorney	\$ 4,505.25	A1640.43	Cg - repairs	\$ 4,505.25
A1640.41	Central garage oil	\$ 1,056.84	A1640.43	Cg - repairs	\$ 1,056.84
A1640.44	Cg utilities	\$ 833.64	A1640.46	Cg training	\$ 103.00
			A1640.47	CG INTERNET	\$ 730.64
A1990.4	Contingency	\$ 1,500.00	A1940.0	Purchase of land	\$ 1,500.00
A3410.13	FD mechanic	\$ 797.90	A3410.15	Fd DPW super	\$ 797.90
A3410.22	FD training equip	\$ 3,600.00	A9025.8	Local pension fund	\$ 3,600.00
A3410.40	FD miscellaneous	\$ 5,931.59	A3410.42	FD insurance	\$ 3,563.32
			A3410.43	FD REPAIRS	\$ 2,368.27
A4540.48	Ambulance supplies	\$ 7,769.61	A4540.49	Ambulance billing svce.	\$ 7,685.61
			A4540.47	AMB ATTORNEY	\$ 84.00
A5010.11	St admin OT	\$ 2,523.49	A5010.13	DPW Supt.	\$ 984.88
			A5010.14	ST ADM ASST SUPER	\$ 1,538.61
A5410.4	Sidewalks	\$ 8,659.49	A5182.4	Street lighting	\$ 8,659.49
A7410.43	Library national grid	\$ 574.13	A7410.40	Library misc.	\$ 574.13
A7110.4	Parks	\$ 3,231.00	A7550.4	Celebrations	\$ 3,231.00
A7410.43	Library national grid	\$ 1,712.11	A7550.4	Celebrations	\$ 1,712.11
A8160.40	Ref - tipping fee	\$ 4,017.79	A8160.41	Ref oil lubes	\$ 4,017.79
A9030.80	Social security	\$ 1,744.00	A9010.82	Retirement	\$ 1,744.00
A9060.84	Health ins	\$ 23,375.63	A9010.80	Retirement	\$ 23,375.63
A9030.82	Social security	\$ 703.83	A9040.80	Worker comp	\$ 686.88
			A9040.82	WORKER COMP MECH	\$ 16.95
A8010.4	Zoning misc.	\$ 226.40	A7410.43	Lib national grid	\$ 142.40
			A8010.1	ZONING PS	\$ 84.00
		\$ 97,555.91			\$ 97,555.91
From			To		
Account	Title	Amount	Account	Title	AMOUNT
G8110.43	Sewer admin insurance	\$ 2,472.82	G8110.10	Admin - deputy clerk	\$ 79.92
			G8110.40	Admin - misc. office	\$ 1,055.40
			G8110.41	Admin - engineer	\$ 1,337.50
G8120.40	San sew misc.	\$ 2,336.68	G8120.11	San sew OT	\$ 256.72

				San sew mechanic	\$ 657.87
			G8120.14	Sanitary Sewer DPW sup	\$ 137.92
			G8120.43	Sanitary sewer oil lubes	\$ 691.80
			G8120.46	Sanitary sewer Vehicle rep	\$ 592.37
G9060.8	Hospital med ins	\$ 13,197.17	G8130.14	St PT laborer	\$ 13,197.17
G9010.8	State retirement	\$ 6,293.36	G8130.14	St PT laborer	\$ 6,293.36
G9030.8	Social security	\$ 3,267.79	G8130.11	St overtime	\$ 3,267.79
G8130.22	Computer/copier	\$ 670.75	G8130.40	St misc.	\$ 670.75
G8130.15	St manager operator	\$ 395.56	G8130.10	St operator	\$ 395.56
G8130.44	St utilities	\$ 7,589.30	G8130.42	Treatment/ Chemicals	\$ 7,077.30
			G8130.48	POLYMER	\$ 512.00
G9030.8	Social security	\$ 84.94	G9040.8	Workers comp	\$ 84.94
		\$ 36,308.37			\$ 36,308.37

All in favor; motion carried.

WILLIAMSON LAW BOOK ANNUAL SOFTWARE SUPPORT

Trustee Christensen made a motion, seconded by Trustee Schepp to approve \$1,201.00 Annual Software Support contract for sewer billing program, 8/2022 – 8/2023. All in favor; motion carried.

SCHEDULE PUBLIC HEARING FOR DRAFT LL TO REPEAL AND REPLACE CHAPTER 51 PROVIDING ADMINISTRATION AND ENFORCEMENT OF THE NYS UNIFORM FIRE PREVENTION AND BUILDING CODE, ENERGY CODE AND CODE OF MINOA

Trustee Schepp made a motion, seconded by Trustee Abbott to schedule public hearing on Monday October 17, 2022 beginning at or about 6:30pm. All in favor; motion carried.

COUNTY EXECUTIVE AGREEMENT – GML 239M

Trustee Christensen made a motion, seconded by Trustee Schepp authorizing Mayor to execute an agreement with Onondaga County Executive regarding GML 239m local notice to Onondaga County Planning Board for review and recommendation. All in favor; motion carried.

DPW

TRAINING REQUEST – NYCOM PUBLIC WORKS CONFERENCE

Trustee Schepp made a motion, seconded by Trustee Abbott to approve the training request for T. Petterelli, E. Cushing, and E. Christensen to attend NYCOM Public Works Conference, 10/3-10/5/2022 in Lake George, \$385/pp. All in favor; motion carried.

FIRE

RATIFY PRIOR APPROVAL TO APPOINT “ACTING” CHIEF OF FIRE

Trustee Schepp made a motion, seconded by Trustee Christensen to ratify prior approval appointing Donald Grevelding, Jr. as “acting” Chief of Fire until further notice. All in favor; motion carried.

TRAINING REQUEST – LIVE FIRE ACADEMY

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the request for E. Schepp to attend Live Fire Instructor at NYS Fire Academy, 8/26-8/27/2022. All in favor; motion carried.

DECLARE SURPLUS – MISCELLANEOUS EQUIPMENT

Trustee Christensen made a motion, seconded by Trustee Schepp to declare surplus miscellaneous fire items: turnout coats, pants, boots helmets, MSA facemask, gloves, pagers, hoods. All in favor; motion carried.

RESIGNATION – JESUS VASQUEZ

Tabled.

CHANGE OF MEMBERSHIP – CHUCK MULLANE

Tabled.

RATIFY PRIOR APPROVAL TO USE FIRE TEX APPARATUS TO ASSIST IN SALE OF 1996 E-ONE TYPHOON ENGINE

Trustee Christensen made a motion, seconded by Trustee Schepp to ratify prior approval to use Fire Tec Apparatus Sales to sell 1996 E-One Typhoon Engine (vin# 4ENRAAA88T1005749). All in favor; motion carried.

**AUDIT OF
CLAIMS
ABSTRACT #004**

A motion was made by Trustee Christensen and seconded by Trustee Schepp that the claims on **Abstract #004** have been reviewed and approved for payment:

General Fund, voucher(s) 123-158 in the amount of \$89,327.87

Sewer Fund, voucher(s) 044-059 in the amount of \$31,647.61

Trust & Agency, voucher(s) 043-049 in the amount of \$24,349.71

All in favor; motion carried.

**AUDIT OF
CLAIMS
ABSTRACT #005**

A motion was made by Trustee Christensen and seconded by Trustee Schepp that the claims on **Abstract #005** have been reviewed and approved for payment:

General Fund, voucher(s) 160-203 in the amount of \$113,290.88

Sewer Fund, voucher(s) 060-073 in the amount of \$5,211.70

Trust & Agency, voucher(s) 050-065 in the amount of \$51,124.50

All in favor; motion carried.

**ATTORNEY
REPORT**

Nothing new to report.

**TRUSTEES
REPORT**

Trustee Christensen made a motion to increase the boot allowance from \$100 to \$200/year for employees opting for the uniform allowance, Trustee Schepp seconded the motion. All in favor; motion carried.

PUBLIC

No comments were made.

COMMENT

**EXECUTIVE
SESSION – IN**

Trustee Christensen made a motion, seconded by Trustee Schepp 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 board entered Executive Session at 9:01pm.

**EXECUTIVE
SESSION - OUT**

Trustee Schepp made a motion, seconded by Trustee Christensen to enter into Regular Session. All in favor; motion carried.

The board entered into Regular Session at 9:11pm.

ADJOURNMENT

A motion was made by Trustee Christensen and seconded by Trustee Schepp to adjourn the village board meeting at 9:11pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

Lisa L. DeVona, Clerk-Treasurer