

**VILLAGE OF MINOA**  
[WWW.VILLAGEOFMINOA.COM](http://WWW.VILLAGEOFMINOA.COM)  
**BOARD OF TRUSTEES**  
**DECEMBER 6, 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** DPW Superintendent Tom Petterelli, Asst. DPW  
**PRESENT:** Superintendent Jim Landry, Tom Czajak, President MFD,  
Inc., Jeremiah Butchko, Branden Jacobson, Josh Heintz

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

**DRAFT LOCAL LAW  
#4 FOR 2021**

***AMENDING CHAPTER 42, ANIMALS (CHICKENS)***

Village board discussed and made changes to the draft LL amending Chapter 42, Animals. Trustee Schepp made a motion, seconded by Trustee Abbott to hold a public hearing on the revised draft local law, Monday, January 3, 2022 at 6:30pm. VOTE: Yes, Mayor Brazill, Trustee(s) Schepp and Abbott; No, Trustee(s) Christensen, Champagne. Motion passed.

**LOT LINE  
ADJUSTMENT  
406 & 412 EAST  
AVENUE**

***LOT LINE ADJUSTMENT – 406 & 412 EAST AVENUE***

Tabled.

**SPECIAL USE  
PERMIT  
359 S. MAIN  
STREET**

***SIGNAGE – ROOM TO IMPROVE AT STATION 217***

Sharon Valerio, owner of Room to Improve at Station 217, is requesting the following Special Use Permit for signage to be located at 359 S. Main Street:

Oval, double-sided 48”x30”x1” to be mounted on existing metal pole, with gold lettering to read “Room to Improve at Station 217”.

**Code Review**

- The proposed Freestanding Sign is 30” x 48” oval double sided in Commercial Zone.
- Signage being proposed on existing freestanding sign pole, 15’ 3” tall, located approximately 19’4” from Costello Parkway.
- Per the Village of Minoa Code section 160-17.1-K Freestanding Signs, does not support a free standing post supported structure.
- However, Per section 160-17.2-C-(1) ( e ) states that the Village Board may, in accordance with the procedure set forth in § 160-17.3 of this chapter, grant a special permit for the erection or continuance of a freestanding sign.
- § 160-17.4 The Village Board of Trustees shall have the authority to waive the strict application of any area, dimensional, setback or other cosmetic or aesthetic requirement for signage under §160-17.1.

With no questions from the board Trustee Abbott made a motion, seconded by

Trustee Champagne to approve the Special Use Permit sign application as submitted for Room to Improve at Station 217. All in favor; motion carried.

**MINOA FARMS  
SECURITY  
REDUCTION**

***REQUEST FOR SECURITY REDUCTION***

Trustee Champagne made a motion, seconded by Trustee Schepp to approve the request for a security reduction, upon recommendation of village engineer, Alex Wisniewski from \$341,250.00 to \$110,625.00; this amount is based on the approximate cost of incomplete construction items as of November 24, 2021 for Minoa Farms Phase 2A. All in favor; motion carried.

**CLERK-  
TREASURER**

***MEETING MINUTES – NOVEMBER 15, 2021***

Trustee Schepp made a motion, seconded by Trustee Abbott to approve the meeting minutes of November 15, 2021. All in favor; motion carried.

***RESIGNATION – MICHAEL MURNANE***

Trustee Champagne made a motion, seconded by Trustee Schepp to approve the resignation of Michael Murnane, FT Laborer after 28 years of service and effective 12/10/2021. All in favor; motion carried.

***OCEBA EXPERIENCE REPORT AS OF OCTOBER 31, 2021***

Trustee Christensen made a motion, seconded by Trustee Schepp to acknowledge receipt of OCEBA Experience Report as of October 31, 2021. All in favor; motion carried.

***2021 VACATION LEAVE SELL BACK REQUEST***

Trustee Champagne made a motion, seconded by Trustee Schepp to approve the request, pursuant to Employee Handbook, Section 36 for Tom Petterelli to sell back one week (40 hours) of 2021 Vacation Leave. All in favor; motion carried.

***2021 VACATION LEAVE SELL BACK REQUEST***

Trustee Schepp made a motion, seconded by Trustee Christensen to approve the request, pursuant to Employee Handbook, Section 36 for Jim Landry to sell back one week (40 hours) of 2021 Vacation Leave. All in favor; motion carried.

***OCEBA TERMINATION AGREEMENT FOR MEDICAL AND PRESCRIPTION DRUG SERVICES***

Trustee Champagne made a motion, seconded by Trustee Christensen authorizing Mayor to execute OCEBA Termination Agreement withdrawing as a participant of medical and prescription drug services but remaining as a member with dental coverage. All in favor; motion carried.

**FIRE  
DEPARTMENT**

***CHANGE IN MEMBERSHIP – D. GREVELDING***

Trustee Christensen made a motion, seconded by Trustee Schepp to approve the change in membership for Donald Grevelding from Active Life to Life. All in favor; motion carried.

***CHANGE IN MEMBERSHIP – K. D'ANGELO***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the change in membership for Ken D'Angelo from Active Life to Life. All in favor; motion carried.

***CHANGE IN MEMBERSHIP – S. POULETTE***

Trustee Champagne made a motion, seconded by Trustee Schepp to approve the Skyler Poulette's resignation effective immediately. All in favor; motion carried.

**EMS**

***NOVEMBER 2021 CALL & RESPONSE DATA***

Monthly: 134 (17 missed, 52 mutual aid)

Year to Date: 1,655

***REQUEST TO WAIVE \$200.00 AMBULANCE BILLING BALANCE***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the request from patient to waive \$200.00 Ambulance billing balance. All in favor; motion carried.

**AUDIT OF CLAIMS  
ABSTRACT #013**

A motion was made by Trustee Christensen and seconded by Trustee Schepp that the claims on **Abstract #013** in the amount of General Fund \$210,235.18 (Vouchers 474 - 527), Sewer Fund \$54,454.45 (Vouchers 175 - 196), Trust & Agency \$62,376.90 (Vouchers 154 – 169) for a total of \$327,066.53; All in favor; motion carried.

**ATTORNEY'S  
REPORT**

Nothing new to report.

**TRUSTEES'  
REPORT**

Trustee Abbott – nothing new to report.

Trustee Schepp – Town of Manlius Comprehensive Committee making progress and will continue to provide updates. For more information visit: <https://www.townofmanlius.org/245/Comprehensive-Planning-Committee>

Trustee Christensen – thanked the DPW and Fire Department for helping with the annual Tree Lighting.

Trustee Champagne – reminded the board of Tuesday, 12/7 CRC meeting, in-person at TMPD.

**MAYOR'S REPORT**

Mayor Brazill announced the 2<sup>nd</sup> Annual Cookie Train event was a huge success, village businesses very busy on Saturday.

Mayor Brazill reminded everyone there are still a few more days to enter your house or your neighbor's house in the "Light it Up" contest.

**PUBLIC  
COMMENT**

Tom Czajak announced the annual Fire Department election will be held December 13, 2021, he will not be running for office and expressed his appreciation to the board for being so supportive to the department over last two years.

The village board thanked Tom Czajak for his dedication to the department and wished him all the best with his future endeavors.

**ADJOURNMENT**

A motion was made by Trustee Champagne and seconded by Trustee Christensen to adjourn the village board meeting at 7:00pm. All in favor. Motion carried.

Respectfully submitted,

*Lisa L. DeVona*

Lisa L. DeVona, Clerk-Treasurer