

**VILLAGE OF MINOA**  
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**BOARD OF TRUSTEES**  
**February 21, 2023**

**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** Michael Macko, Tom Petterelli, Eric Cushing, Trevor Van  
**PRESENT:** Auken, Tim Decker

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

**PUBLIC HEARING  
LOCAL LAW #2  
FOR 2023**

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

Mayor Brazill opened the public hearing at 6:30pm.

Attorney Hills reviewed the following:

**A local law repealing Article III of Chapter 143 of the Village of Minoa Code entitled “Real Property Tax Exemption for Volunteer Firefighters and Ambulance Workers” and replacing it with a new Article III of Chapter 143 of the Village of Minoa Code entitled “Real Property Tax Exemption for Volunteer Firefighters and Ambulance Workers”.**

**Section One (1). Article III of Chapter 143 of the Village of Minoa Code entitled “Real Property Tax Exemption for Volunteer Firefighters and Ambulance Workers shall be repealed and replaced with the following:**

Article III

Real Property Tax Exemption for Volunteer Firefighters and Ambulance Workers

§143-12 Title.

This Chapter [143](#), Article [III](#), shall be known as the "Real Property Tax Exemption for Volunteer Firefighters and Volunteer Ambulance Workers in the Village of Minoa.

§143-13 Intent and Purpose.

By this article, the Village Board seeks to amend Chapter [143](#) of the Village of Minoa Code to repeal and replace Article [III](#) providing for an amended tax exemption on real property owned by members of volunteer fire companies and voluntary ambulance services in the Village of Minoa.

§143-14 Exemption Granted; Amount.

Real property which is the primary residence of and is owned by an enrolled member of an incorporated volunteer fire company, fire department or incorporated volunteer ambulance service, or such enrolled member and spouse residing in the Village of Minoa, shall be exempt from taxation in accordance with § 466-a of the Real Property Tax Law, such exemption to be limited to 10% of the assessed value of the property, exclusive of special assessments.

§143-15 Eligibility Requirements.

Such exemption shall be granted to an enrolled member of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service provided that:

- A. The property is owned by the volunteer firefighter or volunteer ambulance worker;
- B. The property is the primary residence of the volunteer firefighter or volunteer ambulance worker;
- C. The property is used exclusively for residential purposes;
- D. The volunteer firefighter or volunteer ambulance worker resides in the Village of Minoa and the Village of Minoa is served by such incorporated volunteer fire company or fire department or incorporated voluntary ambulance service;
- E. The volunteer firefighter or volunteer ambulance worker is certified by the authority having jurisdiction as an enrolled member of such an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service; and
- F. The volunteer firefighter or volunteer ambulance worker meets the minimum service requirement established by Village of Minoa, which is hereby established as five (5) years.

§143-16 Qualification for Lifetime Exemption.

Any enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service who accrues more than 20 years of active service, and is so certified by the Village of Minoa, shall be granted the ten-percent exemption as authorized by this article for the remainder of his or her life as long as his or her primary residence is located within this state.

§143-17 Application Process/Certification.

An applicant for the exemption provided for hereunder shall file an annual application with the Village of Minoa or Town of Manlius Assessor, as directed by the Village Clerk, on a form prescribed by the New York State Board of Equalization and Assessment. The application must be filed on or before the taxable status date. The Village of Minoa must maintain written guidelines, available upon request, as to the requirements of an enrolled volunteer member relating to this exemption.

The Village of Minoa must annually file with the assessor, prior to the applicable taxable status date, a list of the active volunteer members who are certified to meet the minimum service requirement. Such list must provide, as of the applicable taxable status date, the number of years of service served by each such enrolled member and such enrolled member's address of residence.

§143-18 Effect on Current Benefits.

Any applicant who is a volunteer fire fighter or volunteer ambulance worker and who by reason of such status is receiving any benefit under the provisions of New York State Tax Law Article 4 on the effective date of this Chapter [143](#), Article [III](#) shall not suffer any diminution of such benefit because of the provisions of this Chapter [143](#), Article [III](#).

§143-19 Amendments.

In the event the New York State Legislature enacts any provision authorizing adoption of greater or expanded real property tax exemption benefits for volunteer fire fighters or ambulance workers qualifying hereunder, the provisions hereof may be amended by resolution of the Village Board of Trustees in order to implement any such greater or expanded benefits.

Mayor Brazill opened the hearing to the public.

With no comments from the public, Mayor Brazill asked if the board had any questions or comments.

With no further questions or comments Trustee Abbott made a motion, seconded by Trustee Schepp to close the public hearing. All in favor; motion carried.

Mayor Brazill closed the public hearing at 6:31pm.

**CONSIDERATION  
OF LOCAL LAW  
#1 FOR 2023**

Trustee Champagne made a motion, seconded by Trustee Christensen to adopt Local Law #2 for 2023, A local law repealing Article III of Chapter 143 of the Village of Minoa Code entitled "Real Property Tax Exemption for Volunteer Firefighters and Ambulance Workers" and replacing it with a new Article III of Chapter 143 of the Village of Minoa Code entitled "Real Property Tax Exemption for Volunteer Firefighters and Ambulance Workers". All in favor; motion carried.

**SCHEDULE  
PUBLIC HEARING  
LOCAL LAW #3  
FOR 2023**

Trustee Christensen made a motion, seconded by Trustee Schepp to schedule a public hearing on Monday, March 6, 2023 at 6:30pm for Local Law #3 for 2023 A local law amending Chapter 143 of the Village of Minoa Municipal Code as follows:

Section 1. Section 143-3(A) of the Code of the Village of Minoa shall be deleted in its entirety and replaced with the following language:

"A. Except as otherwise provided in Section 143-4(A) below, if the income (as the term "income" is defined in §467-b, Subdivision 1c of the New York Real Property Tax Law) of the owner or combined income of the owners of the property exceeds fifty eight thousand three hundred and ninety nine and 00/100 dollars (\$58,399.00) for the income tax year immediately preceding the date of application for exemption."

Section 2. Section 143-4(A) of the Code of the Village of Minoa shall be deleted in its entirety and replaced with the following language:

"A. Pursuant to §467, subparagraph (b) of the Real Property Tax Law, and notwithstanding the provisions of §143-3A above, the maximum income exemption eligibility level of the village, as set forth in §143-3A above, shall be increased as provided in the following schedule:

Percentage of Assessed

Annual Income Valuation Exempt from Taxation

\$50,000 or Less  
\$50,001 or more but less than \$50,999  
\$51,000 or more but less than \$51,999  
\$52,000 or more but less than \$52,999  
\$53,000 or more but less than \$53,899  
\$53,900 or more but less than \$54,799  
\$54,800 or more but less than \$55,699  
\$55,700 or more but less than \$56,599  
\$56,600 or more but less than \$57,499  
\$57,500 or more but less than \$58,399

All in favor; motion carried.

**LOT LINE  
ADJUSTMENT  
412 EAST AVENUE**

***CROSSMAN TRUST, 412 EAST AVENUE***

Alderman and Alderman, PLLC representing Crossman Trust, property owner of 412 East Avenue requests a lot line adjustment that would extend the property at 412 East Avenue a distance of five (5) feet along the east side of the property. Owner of 420 East Avenue, from which the 5' strip would be taken has agreed to the adjustment and will transfer property to Crossman Trust. The Zoning Board of Appeals has granted a variance to 412 East Avenue bring the parcel in compliance with setback requirements.

Trustee Champagne made a motion, seconded by Trustee Abbott approving the Lot Line Adjustment for 412 East Avenue extending the east side property line five (5) feet. All in favor; motion carried.

**CLERK-  
TREASURER**

***MEETING MINUTES – November 28, 2022***

Trustee Champagne made a motion, seconded by Trustee Schepp to approve the meeting minutes of November 28, 2022 as submitted. All in favor; motion carried.

***MEETING MINUTES – January 23, 2023***

Trustee Schepp made a motion, seconded by Trustee Christensen to approve the meeting minutes of January 23, 2023 as submitted. All in favor; motion carried.

***MEETING MINUTES – February 15, 2023 Budget Workshop***

Trustee Christensen made a motion, seconded by Trustee Champagne to approve the meeting minutes of February 15, 2023 Budget Workshop as

submitted. All in favor; motion carried.

**TRANSFER OF APPROPRIATIONS**

Trustee Champagne made a motion, seconded by Trustee Schepp to make the following Transfer of Appropriations:

<b>From</b>			<b>To</b>		
A1325.49	Clerk - Telephone	\$ 500.00	A1325.40 1	Clerk - Website	\$ 500.00
A1325.40	Clerk – Misc.	\$ 1,000.00	A1325.44	Clerk - Postage	\$ 1,000.00
A1640.41	Central Garage Oil	\$ 2,455.00	A1640.2	Central Garage Equip	\$ 455.00
			A1640.47	Central Garage Internet	\$ 1,000.00
			A1640.48	Central Garage Attorney	\$ 1,000.00
A1990.4	Contingency	\$ 3,963.01	A1950.40	Village Taxes	\$ 3,963.01
A19010.80	Retirement	\$ 92,627.99	A1940.0	Purchase Of Land	\$ 92,627.99
A9010.83	Retirement-Fire	\$ 5,000.00	A3410.47	Fire Attorney	\$ 5,000.00
A1990.4	Contingency	\$ 5,000.00	A7550.4	Celebrations	\$ 5,000.00
A8010.4	ZBA Miscellaneous	\$ 500.00	A8010.1	ZBA Payroll	\$ 500.00
A3120.12	Crossing Guard	\$ 5,470.00	A5010.12	Part Time Laborer	\$ 5,470.00

All in favor; motion carried.

**TREASURERS REPORT FOR PERIOD ENDING JANUARY 31, 2023**

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the Treasurers Report for period ending January 31, 2023. All in favor; motion carried.

**OCEBA MONTHLY EXPERIENCE REPORT FOR PERIOD ENDING 11/30/2022 AND 12/31/2022**

Trustee Schepp made a motion, seconded by Trustee Abbott to acknowledge receipt of OCEBA Monthly Experience Report for period ending November 30, 2022 and December 31, 2022. All in favor; motion carried.

**RATIFY PRIOR APPROVAL FOR DEDICATED AMBULANCE – LAKE EFFECT HALF MARATHON**

Trustee Schepp made a motion, seconded by Trustee Champagne to ratify prior approval for dedicated ambulance for Lake Effect Half marathon,

2/18/2023, 9am to 1pm LEHM to pay for the dedicated ambulance. All in favor; motion carried.

## **FIRE**

### ***RATIFY PRIOR APPROVAL – NICK CARULLI USE OF FS2***

Trustee Christensen made a motion, seconded by Trustee Abbott to ratify prior approval for Nick Carulli to use FS2, 2/25/2023, 12 – 4pm. All in favor; motion carried.

### ***INFORMATIONAL ONLY – MINOA FIRE DEPARTMENT, INC PRESIDENT***

Mayor Brazill announced and congratulated Tim Decker, newly elected President of Minoa Fire Department, Inc. All in favor; motion carried.

### ***CHANGE IN MEMBERSHIP – NICK ERARD, JR***

Trustee Schepp made a motion, seconded by Trustee Christensen to approve the change in membership status from Active to Life for Nick Erard, Jr., effective immediately. All in favor; motion carried.

### ***CHANGE IN MEMBERSHIP – WILLIAM J. BRYANT***

Trustee Schepp made a motion, seconded by Trustee Abbott to approve the change in membership status from Active to Medical Life for William J. Bryant effective immediately. All in favor; motion carried.

### ***NEW MEMBERSHIP – CHRISTOPHER DOOHER***

Trustee Christensen made a motion, seconded by Trustee Abbott to approve new membership application for Christopher Dooher, 6796 Myers Road, Kirksville, contingent upon background check. All in favor; motion carried.

### ***NEW MEMBERSHIP – CADEN KILIAN***

Trustee Champagne made a motion, seconded by Trustee Abbott to approve new membership application for Caden Kilian, 7625 Highbridge Road, Manlius, contingent upon background check. All in favor; motion carried.

### ***NEW MEMBERSHIP – ZACH VAN AUKEN***

Trustee Schepp made a motion, seconded by Trustee Christensen to

approve new membership application for Zach Van Auken, 116 Roxbury Road, Kirkville, contingent upon membership approval. All in favor; motion carried.

***ST. PATRICKS DAY PARADE***

Trustee Christensen made a motion, seconded by Trustee Schepp to approve Minoa Fire Department, Inc. to attend St Patrick's Day Parade in Syracuse, 3/11/2023 and take two pieces of apparatus to be determined by Chief Grevelding. All in favor; motion carried.

**PARKS**

***MOSQUITO AUTHORITY***

Trustee Champagne made a motion, seconded by Trustee Abbott to approve Eight (8) Treatments for \$805.00/per park (Lewis & Rees) for 2023. All in favor; motion carried.

**WTP**

***ADVERTISE FOR BID – PRIMARY CLARIFIER & INFLUENT SCREEN IMPROVEMENTS***

Trustee Christensen made a motion, seconded by Trustee Schepp to authorize Miller Engineering to Advertise for Bid proposals for Primary Clarifier and Influent Screen Improvements with bid opening scheduled for Monday, March 27, 2023 at 12noon, contingent upon attorney review All in favor; motion carried.

**AUDIT OF**

**CLAIMS**

**ABSTRACT #018**

A motion was made by Trustee Christensen and seconded by Trustee Abbott that the claims on **Abstract #018** dated February 21, 2023 have been reviewed and approved for payment:

General Fund, voucher(s) 747 - 791 in the amount of \$255,286.31

Sewer Fund, voucher(s) 280 - 294 in the amount of \$14,072.20

Trust & Agency, voucher(s) 247 - 254 in the amount of \$26,435.45

All in favor; motion carried.

**ATTORNEY**

**REPORT**

Nothing new to report.



**TRUTEES  
REPORT**

Trustee Abbott gave a report on his recent trip to NYCOM's Winter Legislation Workshop.

Trustee Schepp reported on the drone presentation given by the Town of Manlius Police Department at the last CRC meeting.

Trustee Christensen thanked the DPW and Fire Department for their help and participation with the Lake Effect Race last weekend. For more information regarding the race and foundation, visit:

<https://www.lakeeffecthalfmarathon.com/Race/NY/Minoa/LakeEffectHalf>

Trustee Champagne had nothing new to report.

**MAYOR'S  
REPORT**

Mayor Brazill reported on NYCOM Winter Legislative workshop and the Governor's budget. For more information about these topics, visit

[https://www.nycom.org/training/conferences-workshops/2-](https://www.nycom.org/training/conferences-workshops/2-uncategorised/1048-winter-legislative-meeting-agenda)

[uncategorised/1048-winter-legislative-meeting-agenda](https://www.nycom.org/training/conferences-workshops/2-uncategorised/1048-winter-legislative-meeting-agenda) and

<https://www.governor.ny.gov/programs/fy-2023-new-york-state-budget>

**PUBLIC  
COMMENT**

Deputy Chief Trevor Van Auken thanked the village board for adopting local law for Real Property Tax Exemption for Volunteer Firefighters and Ambulance workers.

**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, r 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 6:49pm.

**EXECUTIVE  
SESSION - OUT**

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

The board entered into Regular Session at 7:31pm.

**ADJOURNMENT**

A motion was made by Trustee Champagne and seconded by Trustee Schepp to adjourn the village board meeting at 7:31pm. All in favor. Motion carried.

Respectfully submitted,

*Lisa L. DeVona*

Lisa L. DeVona, Clerk-Treasurer