

VILLAGE OF MINOA
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BOARD OF TRUSTEES
February 7, 2022

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: Brian Madigan, Renewable Properties, Jeremiah Butchko, Chuck Mullane, Trevor Van Auken, Pat Abbott, William Nicholson, Town of Manlius Councilman, Patrick Flannery

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

**ZONE CHANGE
RESIDENTIAL TO
PPD
CLEMONS ROAD**

RENEWABLE PROPERTIES APPLICATION FOR ZONE CHANGE

Brian Madigan, AICP and project manager for Renewable Properties presented the following information about the proposed solar project for 5986 Clemons Road, (tax map #005.-10-01.0):

- Parcel Acreage: 42-acres
- Project Acreage: +/-13-acres inside the fence, +/- 13.8-acres within the limits of disturbance
- Generation Capacity: 3.7MWac
- Land Agreement: 35 Year Lease
- Current Zone: Residential A-1
- Solar Development Area: 14.2-acres
- Open Space, Wetland and Floodplain Area: 41.9 acres
- Adoption of the proposed PDD provides a path to approval for the proposed Clemons Road Solar Community Solar Project

New York State Energy Goals

- Solar is a low impact development
- Solar is a clean and locally produced source of electricity
- A solar energy project is a well-suited land use for creation of the PDD.
- flexibility in use and lot layout, and a unique development plan are appropriate application of the PDD
- Minoa is already a “Climate Smart Community”
- The Project will advance the stated policy goals of the 2015 Climate Action Plan and 2018 Community Choice Aggregation Plan.
- Reducing greenhouse gas emissions and adapting to the ongoing threat of climate change
- This project is an opportunity for the Village of Minoa to be part of the

solution.

Attorney Hills reviewed the procedure for zone change applications:

Procedure review. The classification of any property within the PDD (Planned Development District) requires the undertaking of a three-step process involving approvals from both the Village Board and the Planning Board.

(1)

In the first step, concept plan and outline review, the Village Board, in its legislative capacity, establishes the boundaries of the proposed PDD and sets the limits on the nature and range of uses, geometric and site controls and overall project planning. The Village Board's action is in response to the applicant's submission of a general concept plan and outline that describes the contemplated development for the proposed PDD. The applicant submissions contemplated would include concept layout plans and narrative descriptions of the details of same and the proposal generally, including all public and private improvements. It is contemplated the concept plan and outline during this review step may be modified and gradually include more and more detail. This step begins a dialogue between the applicant and the Village, and it does not commit the Village Board to adopt a PDD zone change in the final step of this process.

(2)

In the second step, project plan review, the Planning Board is delegated by the Village Board to be responsible for ensuring that the general concept plan and outline reviewed and approved by the Village Board is further refined and capable of being properly implemented. The Planning Board ensures such compliance by reviewing and approving the project plan submitted by the applicant and determining the conformity of same with the Village Board received concept plan and outline. The project plan is the detailed narrative and graphic documentation for development of the entire PDD and would include all detail included in the Village Board referred concept plan and outline with such additional detail as may be reasonably necessary to evidence that any site and/or subdivision plans based thereon are capable of development, construction and occupancy for the intended purposes. This step culminates with an advisory recommendation to the Village Board from the Planning Board.

(3)

The final step, PDD adoption, is through a formal zone change by the Village Board. This may, in effect, include, or be followed by such site plan and/or subdivision reviews of individual sites or portions of the PDD by the Planning and/or Village Board to ensure that actual construction and development fully implement the project plans reviewed, modified and approved in the formation of the PDD.

Trustee Schepp made a motion, seconded by Trustee Abbott pursuant to Village Code Section 160-13.1B (1) the village board declared Lead Agency, reviewed concept plan and outline for the proposed Planned

Development District (PDD) and delegate 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. All in favor; motion carried.

**CLERK-
TREASURER**

MEETING MINUTES – DECEMBER 20, 2021

Trustee Abbott made a motion, seconded by Trustee Schepp to ratify prior approval to approve meeting minutes, December 20, 2021. All in favor, motion carried.

MEETING MINUTES – JANUARY 3, 2022

Trustee Champagne made a motion, seconded by Trustee Christensen to ratify prior approval to approve meeting minutes, January 3, 2022. All in favor, motion carried.

MEETING MINUTES – JANUARY 18, 2022

Trustee Christensen made a motion, seconded by Trustee Abbott to approve meeting minutes, January 18, 2022. All in favor, motion carried.

MEETING MINUTES – JANUARY 24, 2022

Trustee Schepp made a motion, seconded by Trustee Christensen to approve meeting minutes, January 24, 2022. All in favor, motion carried.

OCEBA MONTHLY EXPERIENCE REPORT – DECEMBER 31, 2021

Trustee Christensen made a motion, seconded by Trustee Schepp to acknowledge OCEBA Monthly Experience Report for period ending December 31, 2021. All in favor; motion carried.

RATIFY PRIOR APPROVAL TO CREATE NEW POSITION DUTIES STATEMENT FOR CHIEF OF FIRE (P300)

Trustee Champagne made a motion, seconded by Trustee Schepp to ratify prior approval to approve New Duties Statement for Chief of Fire (P300) and to submit to Onondaga County Personnel for consideration. All in favor; motion carried.

***RESIDENTIAL CONTRACT FOR PURCHASE
101-103 MAIN STREET, S.***

Trustee Christensen made a motion, seconded by Trustee Abbott authorizing Mayor to execute Residential Contract for Purchase, 101-103 Main Street, S., with property owner. All in favor; motion carried.

RESCHEDULE FEBRUARY 21ST MEETING DUE TO PRESIDENT'S DAY

Trustee Champagne made a motion, seconded by Trustee Abbott to reschedule February 21, 2022 board meeting to Tuesday, February 22, 2022 at 6:30pm. All in favor; motion carried.

REQUEST TO WAIVE AMBULANCE BILLING BALANCE

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the request from patient to waive ambulance billing balance, after insurance payment. All in favor; motion carried.

HOME RULE LAW REQUEST – UPDATE

Mayor Brazill stated Assemblyman Al Stirpe, Jr. notified him the Home Rule Request for Bill #10307 amending the real property tax law in relation to allowing certain villages to enact a tax exemption for newly constructed single-family and multi-family residential properties, we submitted in 2018 is back in front of State Legislature. We have been instructed to resubmit the request with new Bill #A5987A. Attorney Hills stated on June 4, 2018 the village board voted in favor of enacting the legislation and held a public hearing on July 2, 2018 and with no changes to the legislation the village board can move forward with resubmittal under new Bill #.

Home Rule Law Request approved July 2, 2018 reads:

An act to amend the real property tax law, in relation to allowing certain villages to enact a tax exemption for newly constructed single-family and multi-family residential properties; and providing for the repeal of such provisions upon expirations thereof;

The people of the state of New York, represented in Senate and Assembly, do enact as follows:

SECTION 1. The real property tax law is amended by adding a new section 485-u to read as follows:

485-u. Newly constructed single-family and multi-family residential exemption; certain villages. §1. Single-family and multi-family residential properties constructed subsequent to the effective date of a local law adopted pursuant to this section shall be exempt from village taxes to the extent provided in this section. After a public hearing, the governing board of a village with a population greater than three thousand four hundred forty and less than three thousand four hundred fifty, based upon the two thousand ten federal census may, be local law, provided for the exemption of real property from taxation as provided in this section. A copy of such local law shall be filed with the commissioner and the assessor of such municipality who prepares the assessment roll on which the taxes of such municipality are levied. 2. (a)(i) Eligible newly constructed single-family and multi-family residential property shall be exempt according to the following schedule:

<i>Year of Exemption</i>	<i>Exemption</i>
<i>1</i>	<i>25%</i>
<i>2</i>	<i>20%</i>
<i>3</i>	<i>15%</i>
<i>4</i>	<i>10%</i>
<i>5</i>	<i>5%</i>

(ii) Such exemption shall apply solely to the increase in assessed value thereof attributable to the construction of the single-family and multi-family residential property. (b) No such exemption shall be granted unless: (i) such construction occurred on vacant, predominantly vacant or under-utilized land; and (ii) such construction commenced on or after the effective date of the local law described in subdivision one of this section, but no later than five years after the effective date of this section.3.

Application for exemption under this section shall be made on a form prescribed by the commissioner and filed with such assessor on or before the applicable taxable status date and within one year from the date of completion of such construction. 4. If such assessor is satisfied that the applicant is entitled to an exemption pursuant to this section, he or she shall approve the application and such real property shall thereafter be exempt from taxation as provided in this section commencing with the assessment roll prepared after the taxable status date referred to in subdivision three of this section. The assessed value of any exemption granted pursuant to this section shall be entered by the assessor on the assessment roll with the taxable property, with the amount of the exemption shown in a separate column. 5. The provisions of this section shall apply to real property used as the primary residence of the owner. 6. A local law adopted pursuant to this section may be repealed by the governing board of the applicable village. In the event of such repeal, the exemption granted pursuant to this section shall cease. §2. This act shall take effect immediately; provided, however, that this act shall expire and be deemed repealed ten years after it shall have become law.

Trustee Champagne made a motion, seconded by Trustee Christensen to ratify prior approval on July 2, 2022 and to resubmit Home Rule Law Request under Bill #A5987A. All in favor; motion carried.

ELECTION

APPOINT MACHINE TECHNICIAN

Trustee Champagne made a motion, seconded by Trustee Christensen to approve Nina Haley, machine technician, \$25/per hour for approximately four (4) hours for March 15, 2022 Village Election. All in favor; motion carried.

CELEBRATIONS

LEGION POST 1102

Trustee Christensen made a motion, seconded by Trustee Schepp to approve Legion Post 1102 to participate on Memorial Day and Annual Festival with Chicken BBQ. All in favor; motion carried.

PARKS

MOSQUITO AUTHORITY

Trustee Schepp made a motion, seconded by Trustee Champagne to approve Mosquito Authority 2022 service package, full season, April through October, \$1,209.60 for Lewis and Rees Parks. All in favor; motion carried.

FIRE DEPARTMENT

RATIFY PRIOR APPROVAL – DECEMBER 27, 2021 FIRE DEPARTMENT ELECTION RESULTS

Trustee Champagne made a motion, seconded by Trustee Schepp to ratify prior approval to accept December 27, 2021 Minoa Fire Department election results for Deputy Chief (C3) Jeremy Erard and FS2 Captain Jeremy DiBello for a one year term. All in favor; motion carried.

RESIGNATION – LEONARD MODELEWSKI

Trustee Schepp made a motion, seconded by Trustee Christensen to approve Leonard Modelewski resignation as caretaker and active member effective February 1, 2022 contingent upon Minoa Fire Department, Inc approval. All in favor; motion carried.

REQUEST TO USE FS2 – BRUCE BENNET JR

Trustee Champagne made a motion, seconded by Trustee Christensen to approve Bruce Bennett, Jr request to use FS2, February 1, 2022, 2pm - 4pm contingent upon Minoa Fire Department, Inc approval. All in favor; motion carried.

EMS

2022 JANUARY CALL VOLUME REPORT

Village board reviewed the January 2022 call report:

164 EMS calls

12 missed calls

**WASTEWATER
TREATMENT
PLANT**

NYWEA SUSTAINABILITY AWARD

Village board congratulated Eric Cushing and his crew for receiving NYWEA's Sustainability Award representing Category 1 (communities < 10,000 people). This award honors an organization that demonstrates environmental success in developing a culture that encourages and rewards sustainable "triple bottom-line" decision making at all levels.

MILLER ENGINEERING PROPOSAL FOR PRIMARY CLARIFIER IMPROVEMENTS USING ARPA FUNDING

Trustee Abbott made a motion, seconded by Trustee Christensen to approve Miller Engineering proposal to prepare bid documents and assist in bidding and award of contracts for improvements to primary clarifiers, Task 1 – Project Coordination/Administration Services, Task 2- Design Phase Services, and Task 3 – Bid Phase Services with an estimated not-to-exceed budget of \$31,950.00. All in favor; motion carried.

**AUDIT OF CLAIMS
ABSTRACT #017**

A motion was made by Trustee Christensen and seconded by Trustee Schepp that the claims on **Abstract #017** in the amount of General Fund \$99,676.62 (Vouchers 650 - 704), Sewer Fund \$17,564.20 (Vouchers 246 - 266), Trust & Agency \$46,103.40 (Vouchers 209 – 223) for a total of \$163,344.22; All in favor; motion carried.

**TRUSTEES
REPORT**

Trustee Abbott, Champagne and Schepp – no report.

Trustee Christensen reported approximately 700 participates have registered for the Lake Effect Race on February 12th

MAYOR'S REPORT

Mayor Brazill announced the village has received approximately 400 COVID test kits and will distribute them on February 9th, 8am at Schepps Funeral Home.

**PUBLIC
COMMENT**

Will Nicholson, Town of Manlius Councilman and liaison to the Village, stated there are approximately five to seven solar sites currently being reviewed by Manlius Planning Board.

Patrick Flannery, MFD member, asked for an update regarding the Chief of Fire civil service job description. Mayor Brazill stated once it has been approved by County Personnel and State we will share it with you.

ADJOURNMENT

A motion was made by Trustee Christensen and seconded by Trustee Champagne to adjourn the village board meeting at 7:33pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

Lisa L. DeVona, Clerk-Treasurer