

**VILLAGE OF MINOA**  
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**BOARD OF TRUSTEES**  
**June 5, 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 PRESENT:** Mike Macko, Jeremiah Butchko, Fire Chief Don Grevelding, DPW Superintendent Tom Petterelli, Town of Manlius Councilor William Nicholson, Erika & Julia DiBello, Steve & Jess Finley, Deputy Fire Chief Tim Visser, Deputy Fire Chief Trevor Van Auken, Becky Schermerhorn, David Hess, Anthony Alessandrello, Jeremy DiBello

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

**APPOINTMENTS**

***FIRE DEPARTMENT LINE OFFICERS***

Mayor Brazill made the following appointments to be effective immediately:

Nicholas Carulli, FS2 Captain

Michael DiMauro, FS2 Lieutenant

Anthony Alessandrello, FS1 Lieutenant

Trustee Schepp made a motion, seconded by Trustee Christensen to accept the appointments with a term to expire April 1, 2024. All in favor; motion carried.

**CONTINUED  
PUBLIC HEARING  
LOCAL LAW #5  
FOR 2023**

***AMEND ZONING MAP FOR ZONE CHANGE FROM RESIDENTIAL A (RA-1) TO INDUSTRIAL– 7235 N. CENTRAL AVENUE,***

Trustee Christensen made a motion, seconded by Trustee Abbott to waive the reading of published legal notice and open the public hearing. All in

favor; motion carried.

Mayor Brazill opened the public hearing at 6:03pm.

Attorney Hills acknowledged receipt of Onondaga County Planning Board Resolution determining that said zone change will have no significant adverse inter-community or county wide implications and may consequently be acted on solely by the village board.

With no further comments, Trustee Champagne made a motion to close public hearing and Trustee Christensen seconded the motion. All in favor; motion carried.

Mayor Brazill closed the public hearing at 6:52pm

Trustee Champagne made a motion seconded by Trustee Schepp to declare Lead Agency, unlisted action and coordinated review. All in favor; motion carried.

Trustee Champagne made a motion, seconded by Trustee Abbott to adopt Local Law #5 for 2023 to amend the Zoning Map for 7235 N. Central Avenue from RA-1 to Industrial. All in favor; motion carried.

**CLERK-  
TREASURER**

***MEETING MINUTES – May 1, 2023***

Trustee Schepp made a motion, seconded by Trustee Christensen to approve the May 1, 2023 meeting minutes. All in favor; motion carried.

***RATIFY PRIOR APPROVAL TO ACCEPT MATTHEW KRUSSE RESIGNATION***

Trustee Champagne made a motion, seconded by Trustee Christensen to ratify prior approval to accept Matthew Krusse resignation effective May 19, 2023. All in favor; motion carried.

***OCEBA MONTHLY EXPERIENCE REPORT***

Trustee Christensen made a motion, seconded by Trustee Schepp to acknowledge receipt of OCEBA Monthly Experience Report for period(s) ending January, February, March and April 2023. All in favor; motion carried.

***CORRECTION TO 2023-2024 TAX ROLL – 101-103 S. MAIN STREET***

Trustee Champagne made a motion, seconded by Trustee Abbott authorizing Clerk-Treasurer to make \$1,122.37 correction to 2023-2024 tax roll for property 101-103 S. Main Street. All in favor; motion carried.

***CORRECTION TO 2023-2024 TAX ROLL – 412 FAY LANE***

Trustee Schepp made a motion, seconded by Trustee Champagne authorizing Clerk-Treasurer to make \$196.60 correction to 2023-2024 tax roll for property 412 Fay Lane due to Town Clerical Error. All in favor; motion carried.

***PERMISSION TO WAIVE AMBULANCE BILL DUE TO HARDSHIP***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the request to waive Ambulance Bill for Run #23-53506 due to hardship. All in favor; motion carried.

**MEMORANDUM OF AGREEMENT  
BY AND BETWEEN THE  
VILLAGE OF MINOA  
AND THE  
TEAMSTERS LOCAL 317 (DPW)**

**THIS MEMORANDUM OF AGREEMENT ('AGREEMENT')**

is made this 5<sup>th</sup> day of June 2023, by and between the Village of Minoa (hereinafter the "Village") and the Teamsters Local 317(DPW) (hereinafter the "Union").

**WHEREAS**, the Village and Union are parties to a collective bargaining agreement ("CBA") covering the term of October 18, 2021 through May 31, 2025; and

**WHEREAS**, the parties mutually desire to clarify the terms of Article 20, Vacation Leave, to avoid any misunderstanding with respect to

its implementation.

**NOW, THEREFORE, IT IS HEREBY AGREED BY AND  
BETWEEN THE PARTIES AS FOLLOWS:**

1. Upon the effective date of this Agreement, the parties hereby agree to modify the third paragraph of Article 20, Vacation Leave, to remove the phrase “or anniversary date” at the end of said paragraph, as follows: “Although such leave accrues during the first year of employment or on the employee’s anniversary date as noted, the employee shall not be eligible to use or payment of leave (“vested”) until the first day of the calendar year following the commencement of employment.”
2. This Agreement constitutes the entire agreement between the parties on the limited matters addressed herein and supersedes and replaces all prior negotiations and all agreements proposed or otherwise, whether written or oral between the parties concerning the limited subject matter covered herein. All amendments to or changes in the obligations created by this Agreement shall not be effective unless reduced to writing and signed by all affected parties.
3. This agreement is subject to approval by the Village Board of Trustees. The terms of this Agreement shall be implemented prospectively, from the date of execution of this Agreement by both parties forward.

Trustee Champagne made a motion, seconded by Trustee Schepp to adopt the resolution and authorize Mayor to execute. All in favor; motion carried.

***MRB GROUP – DEVELOPMENT OF CONCEPTUAL DESIGN DRAWINGS – N. & S. MAIN STREET SIDEWALK AND PARKING and NY FORWARD APPLICATION***

Trustee Champagne made a motion, seconded by Trustee Christensen to ratify prior approval to hire MRB Group for development of conceptual design drawings for N. & S. Main Street and Parking Improvements, \$12,500 and the Development of NY Forward Application, \$6,500.00. All in favor; motion carried.

***METROPOLITAN SIGNS***

Trustee Christensen made a motion seconded by Trustee Abbott to ratify prior approval to enter into contract with Metropolitan Signs for installation of new LED Sign at Lewis Park, \$31,715.00 (Funding source: Comm. Dev. Main Street Grant approx. \$24,000) All in favor; motion carried.

***MIRACLE RECREATION***

Trustee Champagne made a motion seconded by Trustee Christensen to ratify prior approval to enter into contract with Miracle Recreation for installation of new playground equipment, under Sourcewell Cooperative Purchase A/C #183195; \$151,056.04 (Funding source: DASNY Contract #24781, \$150,000.00). All in favor; motion carried.

**DPW**

***PERMISSION TO ADVERTISE FOR BIDS – NEW ROOF PROJECT***

Trustee Champagne made a motion, seconded by Trustee Abbott to advertise for bids for the removal, material and installation of new roof on Main Building, 100 Kalin Drive with bid opening on 1:30PM on June 27, 2023. All in favor; motion carried.

***HELPER LANE PAVING PROJECT, N. MAIN TO FERNDALE***

A motion was made by Trustee Christensen and seconded by Trustee Schepp to ratify prior approval to accept Riccelli Northern \$118,846 proposal, under NYS OGS contract, for milling of existing, removal and new asphalt top on Helper Lane from N. Main Street to Ferndale. All in

favor; motion carried.

## **AMBULANCE**

### ***RATIFY PRIOR APPROVAL TO ACCEPT WAVES AGREEMENT 6/1/2023-3/31/2024***

Trustee Champagne made a motion, seconded by Trustee Schepp authorizing Mayor to execute agreement with WAVES for forty-three (43) weeks beginning June 1, 2023 through March 31, 2024 in the amount of \$658,840.00. All in favor; motion carried.

### ***NE RESCUE PURCHASE OFFER FOR FLOOR PLATE AND PERFORMANCE LOAD***

Trustee Champagne made a motion, seconded by Trustee Christensen to accept NE Rescue's \$1,500 purchase offer for floor plate and performance load. All in favor; motion carried.

## **FIRE DEPARTMENT**

### ***NEW PROBATIONARY MEMBERSHIP APPLICATIONS***

Trustee Abbott made a motion seconded by Trustee Schepp to approve the following probationary membership applications:

Shane Emmons (Restricted), Matthew Allen-Jennings, Ben Hess, Connor Wickes (Junior), Nathan Moran (Support). All in favor; motion carried.

### ***RESIGNATIONS***

Trustee Schepp made a motion seconded by Trustee Christensen to accept the resignations of Stephanie McGarrity, Desiree McGarrity and Cameron Jarvis effective immediately. All in favor; motion carried.

## **CELEBRATION**

### ***TEAL RIBBON RUN - 2024***

Trustee Champagne made a motion, seconded by Trustee Schepp to approve the request from Frieda and Gary Weeks to hold Teal Ribbon Run race on May 18, 2024. All in favor; motion carried.

## **COMMUNITY DEVELOPMENT**

### ***COOPERATION AGREEMENT***

Trustee Champagne made a motion, seconded by Trustee Abbott to accept the Cooperation Agreement Automatic Renewal for period of three (3) years that include federal fiscal years 2024, 2025 and 2026 and authorize Mayor to execute. All in favor; motion carried.

**AUDIT OF CLAIMS** A motion was made by Trustee Christensen and seconded by Trustee  
**ABSTRACT #025** Schepp that the claims on **Abstract #025** have been reviewed and  
approved for payment:  
General Fund, voucher(s) 1056-1078 in the amount of \$182,195.51  
Sewer Fund, voucher(s) 379-387 in the amount of \$28,025.28  
Trust & Agency, voucher(s) 340-341 in the amount of \$573.32  
All in favor; motion carried.

**AUDIT OF CLAIMS** A motion was made by Trustee Christensen and seconded by Trustee  
**ABSTRACT #001** Schepp that the claims on **Abstract #001** have been reviewed and  
approved for payment:  
General Fund, voucher(s) 1-21 in the amount of \$65,464.63  
Sewer Fund, voucher(s) 1-10 in the amount of \$2,651.57  
Trust & Agency, voucher(s) 1-16 in the amount of \$48,324.99  
All in favor; motion carried.

**ATTORNEY** Attorney Hills discussed the ZBA's request for village board to review  
**REPORT** height of fence requirements for corner lots. There has been an increase  
in ZBA applications for variances regarding fences especially on corner  
lots.

**TRUSTEES** Trustee Abbott – nothing to report.  
**REPORT** Trustee Schepp reported the police committee plans to review and  
update if necessary the chief of police job description.  
Trustee Christensen – nothing new to report.  
Trustee Champagne reminded board members of the CRC meeting  
scheduled for Tuesday, 6/6/2023 at 5pm.

**MAYOR'S REPORT** Mayor Brazill thanked the Fire Department for an excellent job helping  
out and assisting with the race.

**ADJOURNMENT** A motion was made by Trustee Champagne and seconded by Trustee  
Christensen to adjourn the village board meeting at 7:12pm. All in favor.  
Motion carried.

Respectfully submitted,  
*Lisa L. DeVona*  
Lisa L. DeVona, Clerk-Treasurer