

VILLAGE OF MINOA
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BOARD OF TRUSTEES
March 10, 2025

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, Mike Macko, WAVES
PRESENT: Supervisor Chris Smith, Fire Chief Don Grevelding, MFD, Inc
President Tim Decker, Jeremiah Butchko, Jason Klaiber,
Robert Krol

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

JUSTICE COURT

RESOLUTION ABOLISHING OFFICE OF VILLAGE JUSTICE

The following resolution was offered by Trustee John Champagne, who moved its adoption, and second by Trustee Robert Schepp to wit:

WHEREAS, pursuant to Section 3-301(2)(a) of the Village Law of the State of New York, the Village of Minoa Board of Trustees (“Village Board”) may, by resolution subject to permissive referendum, abolish the office of Village Justice to take effect upon the expiration of the current term of such office; and

WHEREAS, the Village Board has investigated the effectiveness and has considered the financial prudence of abolishing said office and those resultant from the Town Justice(s) assuming the functions previously performed by the Village Justice; and

WHEREAS, the Village Board finds that the needs of the Village for the prosecution of violations under the Village of Minoa Code can be handled effectively by the Town Court; and

NOW THEREFORE, IT IS HEREBY RESOLVED AND DETERMINED, that the Office of Village Justice be, and the same hereby is, abolished upon the expiration of the current term ending on March 31, 2026, subject to the Village of Minoa and the Town of Manlius entering into an Intermunicipal Agreement for the disposition of revenue generated by the Office of Village Justice, and for the maintenance of records and completion of reporting requirements upon abolishment of the office, said agreement to be approved by the respective boards of the Village and Town on or before the thirtieth (30) day after adoption of this Resolution; and it is

FURTHER RESOLVED, that this Resolution is adopted subject to permissive referendum, and the Village Clerk is hereby authorized and directed to publish and post notice of such adoption in accordance with law; and it is further

FURTHER RESOLVED, that this Resolution will be effective upon the date of the expiration of the period for the referendum, or upon a referendum vote supporting the abolition of the office of the Village Justice; Upon Roll Call Vote:

William Brazill, Mayor	Yes
John Champagne, Deputy Mayor/Trustee	Yes
Eric Christensen, Trustee	Yes
John Abbott, Trustee	Yes
Robert Schepp, Trustee	Yes

THIS RESOLUTION WAS ADOPTED.

ASSOCIATE JUSTICE APPOINTMENT

Trustee Champagne made a motion, seconded by Trustee Schepp to accept Mayor Brazill's Associate Justice appointment, Jenna Spendle effective immediately with an annual salary of \$2,100.00 All in favor; motion carried.

**CLERK-
TREASURER**

MEETING MINUTES – FEBRUARY 18, 2025

Trustee Christensen made a motion, seconded by Trustee Schepp to approve the February 18, 2025 meeting minutes as submitted. All in favor; motion carried.

MEETING MINUTES – FEBRUARY 26, 2025 Budget Workshop

Trustee Schepp made a motion, seconded by Trustee Abbott to approve the February 26, 2025 Budget Workshop minutes as submitted. All in favor; motion carried.

MEETING MINUTES – MARCH 5, 2025 Budget Workshop

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the March 5, 2025 Budget Workshop minutes as submitted. All in favor; motion carried.

TREASURERS REPORT FOR PERIOD ENDING FEBRUARY 28, 2025

Trustee Champagne made a motion, seconded by Trustee Christensen to accept and approve the Treasurers Report for period ending February 28, 2025. All in favor; motion carried.

BUDGET TRANSFER

Trustee Christensen made a motion, seconded by Trustee Abbott to approve budget transfer \$73,130.00 FROM G8120.46 TO G8120.20 for purchase of new dump truck. All in favor; motion carried.

RESOLUTION – CNY STORMWATER COALITION ASSISTANCE PROGRAM

Trustee Abbott made a motion, seconded by Trustee Schepp to adopt **Resolution Supporting Participation in the CNY Stormwater Coalition Staff Services and Education Compliance Assistance Program**

Resolution authorizing the items listed below pursuant to requirements of the New York State Pollutant Discharge Elimination System Municipal Separate Storm Sewer System General Permit.

WHEREAS, the Village of Minoa

herein called the “Municipality”, after thorough consideration of the various aspects of the problem and consideration of available information, has hereby determined that certain work, as described in Attachment A, herein called the “Project”, is desirable, is in the public interest, and is required to implement the Project; and

WHEREAS, the Central New York Regional Planning & Development Board, herein called the “Board”, has provided program planning and implementation assistance pertaining to the requirements of the New York State Pollutant Discharge Elimination System (SPDES) Stormwater Phase II General Permit for Municipal Separate Storm Sewer System (MS4) operators since 2002, and

WHEREAS, the Board has proposed staff and education assistance services in support of sustaining the CNY Stormwater Coalition and to provide a regional public education, outreach and training compliance program to reduce municipal staff burdens, ensure consistency, provide widespread priority audience targeting the most efficient use of limited municipal funds by distributing total program costs over a number of entities within a twelve-month timeframe.

NOW, THEREFORE, BE IT RESOLVED BY the Village of Minoa Board of Trustees:

1. That William F. Brazill, Mayor
or such person’s successor in office is the representative authorized to act on behalf of the Municipality’s governing body in all matters related the Project;
 2. That the Municipality agrees that it will fund its portion of the program cost in the amount of \$3,600, and that those funds will be made available to the Board upon receipt of invoice.
 3. That one (1) certified copy of this Resolution will be prepared and sent to the Board upon adoption.
 4. That this Resolution take effect immediately.
- All in favor; motion carried.

OCCRA EARTH DAY CLEAN UP

Trustee Champagne made a motion, seconded by Trustee Christensen to approve OCCRA Earth Day Clean Up in Village of Minoa, April 25th & April 26th. All in favor; motion carried.

FERRARA FLORENZA, PC - ENGAGEMENT OF LEGAL SERVICES

A motion was made by Trustee Christensen and seconded by Trustee Abbott authorizing Mayor to execute Engagement of Legal Services for labor and employment matters with Ferrara Florenza, PC. All in favor, motion carried.

HONEYWELL RENEWAL AGREEMENT

Trustee Champagne made a motion, seconded by Trustee Christensen to approve Honeywell Renewal Agreement, \$34,856.04 annually. All in favor; motion carried.

COMMUNITY DEVELOPMENT 2025 APPLICATION AND FIVE YEAR PLAN

A motion was made by Trustee Champagne and seconded by Trustee Schepp to schedule public hearing for Community Development 2025 Application and Five Year Plan on April 7, 2025 at 6:03pm. All in favor; motion carried.

BID OPENING RESULTS – SUPPLY & INSTALL PAVERS N. MAIN STREET PARK

A motion was made by Trustee Schepp and seconded by Trustee Abbott to approve putting bid specifications out for N. Main Street paver project with a bid opening on April 2, 2025 at 12:00 noon. All in favor; motion carried.

**LOCAL LAW #1 OF
2025 OVERRIDE TAX
CAP LAW**

SCHEDULE PUBLIC HEARING

A motion was made by Trustee Schepp and seconded by Trustee Abbott to schedule public hearing for Local Law #1 of 2025 to Override Tax Cap Law for 2025-26 Budgets on April 7, 2025 at 6:01pm. All in favor; motion carried.

**2025 – 2026
BUDGETS**

SCHEDULE PUBLIC HEARING

A motion was made by Trustee Christensen and seconded by Trustee Schepp to schedule public hearing for 2025-26 Budgets on April 7, 2025 at 6:02pm. All in favor; motion carried.

DPW

NEW HIRE – FT LABORER

Trustee Champagne made a motion, seconded by Trustee Christensen to approve new hire for FT Laborer, Benjamin Thomas, effective March 11, 2025; \$24/hour. All in favor; motion carried.

TRAINING REQUEST

Trustee Champagne made a motion, seconded by Trustee Abbott to approve T. Petterelli, B. Hyde and J. Courcy to attend UDIG, March 11, 2025 at 11am; no fee. All in favor; motion carried.

SEWER

DECLARE SURPLUS – 1998 INTERNATIONAL DUMP (vin #0057)

A motion was made by Trustee Christensen and seconded by Trustee Schepp to declare surplus and sell 1998 International Dump, Vin# 0057. All in favor; motion carried.

FIRE DEPARTMENT

ST PATRICK'S DAY PARADE - SYRACUSE

Trustee Champagne made a motion, seconded by Trustee Christensen to approve MFD, Inc use of apparatus for City of Syracuse St. Patrick's Day Parade, Saturday March 15, 2025. All in favor; motion carried.

AUDIT OF CLAIMS ABSTRACT #019

A motion was made by Trustee Christensen and seconded by Trustee Schepp that the claims on **Abstract #019** have been reviewed and approved for payment:

General Fund, voucher(s) 735 - 771 in the amount of \$88,695.25

Sewer Fund, voucher(s) 268 - 283 in the amount of \$96,950.97

Trust & Agency, voucher(s) 231 - 242 in the amount of \$39,298.42

All in favor; motion carried.

ATTORNEY REPORT

Nothing to report.

TRUSTEES REPORT

Nothing new to report.

MAYOR'S REPORT

Nothing new to report.

PUBLIC COMMENT

Nothing new to report.

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 6:41pm. Mayor Brazill invited DPW Superintendent Tom Petterelli to attend Executive Session.

**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 7:51pm.

**REGULAR
SESSION**

Trustee Champagne made a motion, seconded by Trustee Abbott to approve, pursuant to Memorandum Of Agreement By And Between The Village Of Minoa And The Teamsters Local 317, that the parties mutually desire to clarify the terms of compensation that will apply to Brad Hyde, member of the DPW unit while he is assigned by the Village to perform certain out of title duties while shadowing a supervisory employee of the Village at an hourly rate of \$30.00. All in favor; motion carried.

ADJOURNMENT

A motion was made by Trustee Abbott and seconded by Trustee Champagne to adjourn the village board meeting at 6:51pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

Lisa L. DeVona, Clerk-Treasurer