

**VILLAGE OF MINOA**

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**BOARD OF TRUSTEES**

**March 15, 2021**

**PRESENT:**

Mayor William Brazill

Trustee Abbott (*absent*)

Trustee Champagne

Trustee Christensen

Trustee Rinaldi

Clerk Treasurer Lisa DeVona

Attorney Courtney Hills, Esq.

**ALSO PRESENT:**

Fire Chief Matt McGarrity, DPW Superintendent Tom

Petterelli, Asst. Superintendent Jim Landry, FD

President Tom Czajak, WTP Manager Eric Cushing,

Bobby Schepp, Joe Woodworth, Todd Robertson

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

**PRESENTATION  
MILLER ENGINEERS**

Mayor Brazill introduced Doug Miller of Miller Engineers.

Mr. Miller thanked the board for allowing him to present his proposal to provide a Capital Plan for the Wastewater Treatment Facilities which includes review of available documentation of discharge permit, engineering reports, design documents and O&M Manual for the facilities to gain a full understanding of the design for each treatment train (trickling filter, SBR and wetlands). Will work with village staff to identify specific recommendations for operational and facility asset improvements that would be important to keeping facilities operating effectively and cost efficiently long term. Mr. Miller gave a brief introduction to Miller Engineer staff that include Tim Seeler, PE and Cornelius Murphy, PHD. The Mayor and Board Members thanked Mr. Miller for the presentation and with no further questions, Trustee Champagne made a motion, seconded by Trustee Christensen to approve the \$5,000 proposal from Miller Engineers to provide a Capital Plan for the Wastewater Treatment Plant. All in favor; motion carried.

**MINOA FARMS  
SECTION 2/PHASE 2A**

***AUTHORIZE MAYOR TO EXECUTE FINAL MAP SECTION 2, PHASE2A***

Trustee Champagne made a motion, seconded by Trustee Christensen authorizing Mayor to execute final map for Minoa Farms, Section 2, Phase 2A as reviewed and acknowledged by the village engineer. All in favor; motion carried.

**CLERK-TREASURER**

***MEETING MINUTES – MARCH 1, 2021***

Trustee Christensen made a motion, seconded by Trustee Rinaldi to approve the March 1, 2021 meeting minutes. All in favor; motion carried.

***TENTATIVE BUDGET 2021 - 2022***

Trustee Champagne made a motion, seconded by Trustee Christensen to schedule a public hearing on Tentative Budget 2021-2022 on April 5, 2021, 6:05pm. All in favor; motion carried.

***TREASURER'S REPORT FOR PERIOD ENDING FEBRUARY 28, 2021***

Trustee Champagne made a motion, seconded by Trustee Christensen accepting the Treasurer's Report for period ending February 28, 2021 for General Fund only. All in favor; motion carried.

**BUILDINGS & GROUNDS**

***LIBRARY BOOK SALE - DTBA***

Trustee Christensen made a motion, seconded by Trustee Champagne to approve Minoa Free Library request to use Golden Age Room for Annual Book Sale in July, date to be determined. All in favor; motion carried.

***GREATER MANLIUS POLICE APPRECIATION COALITION (GMPAC) REQUEST USE OF LEWIS PARK GAZEBO***

Trustee Christensen made a motion, seconded by Trustee Champagne to approve the request for Greater Manlius Police Appreciation Coalition (GMPAC) to use Lewis Park Gazebo, May 15, 2021, 2pm for Police Memorial Day. All in favor; motion carried.

***PERMISSION TO PARTICIPATE IN 2021 OCCRA EARTH DAY LITTER CLEAN UP***

Trustee Champagne made a motion, seconded by Trustee Christensen approving the participation in 2021 OCCRA Earth Day Litter Clean Up, April 23 – 24, 2021 and make available DPW facility as a drop off location for collected debris. All in favor; motion carried.

***ESM LITTLE LEAGUE REQUEST USE OF LEWIS PARK***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the request for ESM Little League Tee Ball to use Lewis Park for six weeks beginning in early May. All in favor; motion carried.

**WTP**

***PROPERTY OWNER REQUEST PENALTY BE WAIVED SEWER A/C 30460***

Trustee Champagne made a motion, seconded by Trustee Christensen to waive, one-time only, \$15.50 penalty on sewer account #30460. All in favor; motion carried.

***PROPERTY OWNER REQUEST PENALTY BE WAIVED SEWER A/C 21700***

Trustee Champagne made a motion, seconded by Trustee Christensen to waive, one-time only, \$15.50 penalty on sewer account #21700. All in favor; motion carried.

***PROPERTY OWNER REQUEST PENALTY BE WAIVED SEWER A/C 21980***

Trustee Rinaldi made a motion, seconded by Trustee Champagne to waive, one-time only, \$15.50 penalty on sewer account #21980. All in favor; motion carried.

***PROPERTY OWNER REQUEST PENALTY BE WAIVED SEWER A/C 31950***

Trustee Champagne made a motion, seconded by Trustee Christensen to waive, one-time only, \$15.50 penalty on sewer account #31950. All in favor; motion carried.

***PROPERTY OWNER REQUEST PENALTY BE WAIVED SEWER A/C 31890***

Trustee Champagne made a motion, seconded by Trustee Christensen to waive, one-time only, \$15.50 penalty on sewer account #31890. All in favor; motion carried.

***PROPERTY OWNER REQUEST PENALTY BE WAIVED SEWER A/C 41440***

Trustee Rinaldi made a motion, seconded by Trustee Champagne to waive, one-time only, \$15.50 penalty on sewer account #41440. All in favor; motion carried.

***PROPERTY OWNER REQUEST PENALTY BE WAIVED SEWER A/C 21100***

Trustee Rinaldi made a motion, seconded by Trustee Christensen to waive, one-time only, \$15.50 penalty on sewer account #21100. All in favor; motion carried.

**FIRE DEPARTMENT**

***NEW RESTRICTED MEMBER***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the new restricted membership application for Allen R. Hamilton, 119 Euclid Drive, Fayetteville.

All in favor; motion carried.

***TRAINING REQUEST – TAKE THE DOOR TRAINING***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve Take the Door Training for ten members at \$275.00/pp, 4/24-4/25 at the Clay Fire Training Facility. All in favor; motion carried.

**AUDIT OF CLAIMS**

**ABSTRACT 20**

A motion was made by Trustee Christensen and seconded by Trustee Champagne that the claims on Abstract #020 in the amount of General Fund \$195,241.36 (Vouchers 790 -834), Sewer Fund \$23,480.37 (Vouchers 314 - 332), for a total of \$218,721.73 audited and paid. All in favor; motion carried.

**ATTORNEY'S REPORT**

Nothing new to report.

**TRUSTEES' REPORT**

Trustee Christensen thanked Eric Henson and NYS DOT for supplying the village with large portable street signs for race weekend.

Trustee Champagne – nothing new to report.

**RESIGNATION**

Trustee Rinaldi presented his resignation letter to the board and stated that although he has enjoyed his time of service to the village he must resign from his position of village Trustee effective April 1, 2021. He stated it is time to move on and hopes that his efforts and contribution to the village, residents, employees and volunteer staff have not gone unnoticed. The municipal environment and structure is extremely different than that of the private sector. I appreciate the opportunity to have served this great village and wished all the best to the Mayor and board.

**MAYOR'S REPORT**

Mayor Brazill thanked Trustee Rinaldi for his time and service to this village and residents, your efforts over the past few years have not gone unnoticed and are very much appreciated.

Mayor Brazill also reported that all village employees are now eligible to receive the

COVID-19 vaccination. Please schedule your appointments through the county website provided in the email circulated earlier today.

**PUBLIC COMMENT**

No comments from the public.

**ADJOURNMENT**

A motion was made by Trustee Champagne and seconded by Trustee Christensen to adjourn the village board meeting at 7:34pm. All in favor. Motion carried.

Respectfully submitted,

*Lisa L. DeVona*

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Clerk-Treasurer