

VILLAGE OF MINOA
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BOARD OF TRUSTEES
March 18, 2024

PRESENT: Mayor William F. Brazill
Trustee John M. Abbott (*absent*)
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, Bob Krol, Jeremiah Butchko, William Nicolson,
DPW Superintendent Tom Petterelli, Christopher Smith,
WAVES Supervisor

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

**PUBLIC HEARING
LOCAL LAW #3
REAL PROPERTY
TAX LEVY LIMIT**

Trustee Champagne made a motion, seconded by Trustee Christensen made a motion to waive reading of the legal notice and open the public hearing for Local Law # 3 for 2024, Real Property Tax Levy Limit. All in favor; motion carried. Mayor Brazill opened the public hearing at 6:31pm.

Mayor Brazill stated with the \$33,845,266.00 increase in assessed property value the village is over the tax levy limit approximately \$258,489.96 at the current village tax rate of \$9.23/thousand and recommends to the board decrease the tax rate to \$8.95/thousand for 2024-2025 fiscal year. The village would still be over tax levy limit approximately \$188,000 if rate was reduced to \$8.95/thousand. The board doesn't have to decide on the tax rate tonight as the public hearing is for the adoption of Local Law #3 for 2024 and it is recommended to adopt this law as we have done in the past since the tax levy limit restrictions were placed on municipalities in 2012. Mayor Brazill asked board members to review the budget worksheets and be prepared to discuss tax rate at the next meeting when the tentative budget will be presented to the public.

With no questions or comments from the public or the board, Trustee Christensen made a motion, seconded by Trustee Schepp to close the public hearing.

All in favor; motion carried.

Mayor Brazill closed the public hearing at 6:32pm.

Trustee Christensen made a motion, seconded by Trustee Champagne to adopt Local Law # 3 for 2024, Real Property Tax Levy Limit for fiscal year ending May 31, 2025. All in favor; motion carried.

**2024 – 2025
TENTATIVE
BUDGET**

SCHEDULE HEARING FOR 2024 – 2025 TENTATIVE BUDGET

Trustee Christensen made a motion, seconded by Trustee Champagne to schedule public hearing for 2024-2025 Tentative Budget on Monday, April 1, 2024 at 6:01pm. All in favor; motion carried.

**CLERK-
TREASURER**

MEETING MINUTES – MARCH 4, 2024

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the March 4, 2024 meeting minutes as submitted. All in favor; motion carried.

MEETING MINUTES – MARCH 6, 2024 Budget Meeting

Trustee Christensen made a motion, seconded by Trustee Schepp to approve the March 6, 2024 budget meeting minutes as submitted. All in favor; motion carried.

TRANSFER OF APPROPRIATIONS

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the following Transfer of Appropriations:

From:			To:		
A4540.48	EMS Supplies	\$ 10,000.00	A4540.402	Misc. Cont. 2nd Rig	\$ 10,000.00
A3410.10	Fire Personnel Services	\$ 40,000.00	A3410.20	Fire Equipment	\$ 40,000.00
A3410.49	Fire Station II	\$ 15,648.04	A3410.20	Fire Equipment	\$ 15,648.04
A3410.47	Attorney Engineer	\$ 7,999.51	A3410.20	Fire/Rescue Equip	\$ 7,999.51
A8010.1	Zoning - PS	\$ 802.76	A8020.1	Planning PS	\$ 802.76
A7520.40	Historical Property	\$ 200.00	A7110.4	Parks - Contractual	\$ 200.00
G1990.4	Contingent	\$ 949.11	G8120.13	Office Misc	\$ 200.00
			G9040.8	Workers Comp	50.07
G8120.1	OT – DPW / Mechanic	\$ 3600.00	G8120.13	Mechanic	\$ 3600.00

All in favor; motion carried.

TREASURERS REPORT FOR PERIOD ENDING FEBRUARY 29, 2024

Trustee Christensen made a motion, seconded by Trustee Schepp to approve Treasurers Report for period ending February 29, 2024. All in favor; motion carried.

AMBULANCE FEES

Trustee Champagne made a motion, seconded by Trustee Christensen to hold the current ambulance fees as is with no increases. All in favor; motion carried.

VOM FEE SCHEDULE

Trustee Schepp made a motion, seconded by Trustee Christensen to approve the following Village of Minoa Fee Schedule effective June 1, 2024:

1-9	Purchase of a copy of the Code of the Village of Minoa	\$ 200.00
39-3	Amusements - license application fee	Repealed with LL8 for 2016
39-4A	License for Amusement Parlors	
39-4B	License for Amusement Machines	
42-6	Animals - Minimum Redemption Fee for dogs	Village no longer seizes & impounds animals
42-13	Redemption Fee for Animals	Village no longer seizes & impounds animals
42-27C(3)	Impoundment fee	Village no longer impounds animals
51-4	Building Permit	\$75.00 for 1 st \$1,000.00, and \$10.00 for each additional \$1,000.00
51-4J	Building Permit Renewal	½ cost for 6 months
51-7E	Reinstatement of a temporary or final Certificate of Occupancy (All reinstatement fees are multiplied by the original building permit fee)	2x single family fee 3x two or more family fee 2x residential accessory structures fee 3x commercial, office or industrial fee
	Annexation Fee	\$300.00
51-11C	Fire Inspection & Property Maintenance Inspections	\$50.00 < 5,000 sq ft and \$100.00 > 5,000 sq ft
66-2H	Fence Building permit required for new fences	\$ 45.00 Fee doubled for building without permit
120-5A	Rental Property Registration Fee & Permit Valid for three (3) years	\$50.00 per rental unit for residential properties \$60.00 per rental unit for all other properties

104-3	Outdoor Prepared Food Service Permit Fee - Established businesses located in the Village of Minoa - Outside food vendors – annually - Outside food vendors – sixty days - Outside food vendors – per diem Requires Board Approval	\$ 25.00 annually \$900.00 annually \$200.00 six months \$ 25.00 per day
110-6	Peddler's Bond Requirements - Cash or Surety Bond	\$ 1,000.00
110-13	Peddler's license - 6 months or less - more than 6 months not more than 1 year	\$ 60.00 \$ 120.00
<u>116-4A & B</u>	<u>General Property Maintenance</u>	\$200.00 minimum fee per Maintenance violation
127-10	Site Plan review	\$ 300.00
140-5(B)4	Subdivision application	\$ 200.00 plus \$50.00 per lot
51-11C	Special Permit or Variance Applications	Area variance \$ 200.00 Use variance \$ 500.00 Special permit \$ 300.00
51-11D	Zone Change Applications	\$300.00
63-9A	Review and preparation of Environmental Impact Statement	legal and engineering costs incurred by Village to have same prepared or reviewed and to comply with 6 NYCRR §617.13
132-16(2)	Haulers - amount of bond, letter of credit or cash	to be set by Village Board, on an as needed basis depending on circumstances
136-6B	Streets – set fees, deposits or payment bonds and the amount of public liability insurance	Deposit and payment bond to be 100% of estimated costs of Village to supervise work and repair road (as estimated by Village Board) plus minimum liability insurance of \$1,000,000.00
147-7	All-night parking prohibited	\$ 50.00
160-17.1A	Sign Permit - Permanent	\$ 100.00
Resolution 11/3/2014	Unified Solar Permit Application	\$ 150.00 (12Kw or smaller)

BUILDING PERMIT FEES (Section 51-4)		
	RESIDENTIAL	COMMERCIAL
Excavation, Fill, Grading Only Permit	\$65.00	\$100.00
Floodplain Development Permit	\$65.00	\$100.00
Demolition Permit	\$150.00	\$150.00
Floodplain Development Permit	\$65.00	\$100.00
Asbestos/Lead Abatement Permit	\$65.00	\$100.00
New Construction Projects		
	Residential	Commercial
BASE FEE - One Year	\$ 75.00 +	\$ 100.00 +
PLUS:		
Up to 1,500 square/linear feet	\$ 800.00	\$ 750.00
1,501 to 2,000 square/linear feet	\$ 1,000.00	\$ 975.00
2,001 to 2,500 square/linear feet	\$ 1,200.00	\$1,250.00
2,501 to 3,000 square/linear feet	\$ 1,400.00	\$1,525.00
3,001 to 4,000 square/linear feet	\$ 1,600.00	\$1,600.00
4,001 to 5,000 square/linear feet	\$ 1,800.00	\$1,875.00
Each Additional 1,000 square/linear feet	\$ 200.00	\$ 275.00
Shed > 144 Square Feet Build permit	<i>See New Construction</i>	<i>See New Construction</i>
Pole Barn Build permit	<i>See New Construction</i>	<i>See New Construction</i>
Fence	\$ 45.00	Included in Site Plan Review
Chimney, Wood Stove	\$ 65.00	\$100.00
Swimming Pool, In Ground	\$150.00	New Construction
Swimming Pool, Above Ground	\$ 75.00	New Construction
Spas, Hot Tubs	\$100.00	New Construction
Generators & Solar Panels	New Construction	New Construction
Unlisted Projected	New Construction \$100.00	New Construction

All in favor; motion carried.

HARDSHIP REQUEST TO WAIVE AMBULANCE INVOICE

Trustee Champagne made a motion, seconded by Trustee Schepp to approve the request to waive \$290 and \$300 ambulance invoices due to hardship. All in favor; motion carried.

AMPION NY COMMUNITY SOLAR BILL AGREEMENTS FOR VILLAGE ELECTRIC ACCOUNTS

Trustee Christensen made a motion, seconded by Trustee Champagne authorizing the Mayor to execute Ampion NY Community Solar Bill Credit Purchase and Sale Agreement for village electric utility accounts. All in favor; motion carried.

HONEYWELL AGREEMENT RENEWAL – 6/1/2024

Trustee Champagne made a motion, seconded by Trustee Schepp to accept Honeywell Agreement renewal, effective June 1, 2024 in the amount of \$33,039.00 (\$1,763.09 increase). All in favor; motion carried.

**FIRE
DEPARTMENT**

PART-TIME CARETAKER

A motion was made by Trustee Christensen and seconded by Trustee Schepp to hire Christopher Smith, PT Caretaker, and effective March 18, 2024, \$20.71/hr. All in favor; motion carried.

SEWER

PROPERTY OWNER REQUEST \$16.50 PENALTY BE WAIVED SEWER A/C 12900

Trustee Champagne made a motion, seconded by Trustee Schepp to deny property owners request to waive \$16.50 penalty on sewer account #12900 because penalty has been previously waived.

All in favor; motion carried.

PROPERTY OWNER REQUEST \$16.50 PENALTY BE WAIVED SEWER A/C 40650

Trustee Champagne made a motion, seconded by Mayor Brazill to approve the request to waive \$16.50 penalty on sewer account #40650.

Those in favor – Mayor Brazill, Trustee(s) Champagne.

Those opposed – Trustee(s) Christensen, Schepp

Vote resulted in a tie; request is tabled until next meeting.

PROPERTY OWNER REQUEST \$16.50 PENALTY BE WAIVED SEWER A/C 10440 & A/C #10430

Trustee Champagne made a motion, seconded by Mayor Brazill to approve the request to waive \$16.50 penalty on sewer account #10440 and #10430.

Those in favor – Mayor Brazill, Trustee(s) Champagne.

Those opposed – Trustee(s) Christensen, Schepp

Vote resulted in a tie; request is tabled until next meeting.

TRAINING REQUEST – NYWEA 2024 CENTRAL CHAPTER MEETING

A motion was made by Trustee Christensen and seconded by Trustee Schepp to approve Eric Cushing and Josh Marko to attend NYWEA 2024 Central Chapter meeting, 3/26/2024, Skaneateles Falls, NY; \$80pp. All in favor; motion carried.

**AUDIT OF CLAIMS
ABSTRACT #020**

A motion was made by Trustee Christensen and seconded by Trustee Schepp the claims on **Abstract #020** have been reviewed and approved for payment:

General Fund, voucher(s) 819 - 852 in the amount of \$127,376.04

Sewer Fund, voucher(s) 302 - 315 in the amount of \$11,016.85

Trust & Agency, voucher(s) 287 - 301 in the amount of \$59,177.18

All in favor; motion carried.

**ATTORNEY
REPORT**

Nothing new to report.

**TRUSTEES
REPORT**

Nothing new to report.

MAYOR'S REPORT

Mayor Brazill reminded those present to vote tomorrow, 12noon to 9pm.

**PUBLIC
COMMENT**

Town Councilman William Nicholson thanked the board for participating in the last Town of Manlius Police Committee meeting.

ADJOURNMENT

A motion was made by Trustee Christensen and seconded by Trustee Champagne to adjourn the village board meeting at 6:58pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

Lisa L. DeVona, Clerk-Treasurer