

**VILLAGE OF MINOA**  
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**BOARD OF TRUSTEES**  
**November 15, 2021**

**PRESENT:** Mayor William F. Brazill  
Trustee John M. Abbott  
Trustee John H. Champagne (*absent*)  
Trustee Eric S. Christensen  
Trustee J. Robert (Bobby) Schepp  
Clerk Treasurer Lisa DeVona  
Attorney Courtney Hills, Esq. (*absent*)

**ALSO** DPW Superintendent Tom Petterelli, Asst. DPW  
**PRESENT:** Superintendent Jim Landry, Fire Chief Matt McGarrity, Tom Czajak, President MFD, Inc., Jeremiah Butchko, WTP Operator Eric Cushing, Doug Miller, PE, Tim Seeler, PE

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

**DRAFT LOCAL LAW #4 FOR 2021** *AMENDING CHAPTER 42, ANIMALS (CHICKENS)*  
Tabled until 12/06/2021.

**LOT LINE ADJUSTMENT 406& 412 EAST AVENUE** *LOT LINE ADJUSTMENT – 406 & 412 EAST AVENUE*  
Tabled.

**CLERK-TREASURER** *MEETING MINUTES – NOVEMBER 1, 2021*  
Trustee Christensen made a motion, seconded by Trustee Abbott to approve the meeting minutes of November 1, 2021. All in favor; motion carried.

*TREASURERS REPORT FOR PERIOD ENDING OCTOBER 31, 2021*  
Trustee Christensen made a motion, seconded by Trustee Schepp to approve the Treasurers Report for period ending October 31, 2021. All in favor; motion carried.

*TRANSFER OF APPROPRIATIONS*  
Trustee Christensen made a motion, seconded by Trustee Abbott to approve the following transfer of appropriations:

FROM			TO		
ACCOUNT	TITLE	AMOUNT	ACCOUNT	TITLE	AMOUNT
A1990.4	Contingency	\$ 859.48	A1620.42	Bldg. Security	\$ 859.48

All in favor, motion carried.

***2021-22 UNPAID TAX BILLS TO THE COUNTY FOR COLLECTION***

Trustee Abbott made a motion, seconded by Trustee Christensen to approve and certify the **2021-22** return of unpaid village taxes to Onondaga County in the amount of **\$35,574.85**.

This represents **\$32,939.68** in original tax and an 8% interest fee of **\$2,635.17**.

All in favor; motion carried.

***LETTER OF CONCEPTUAL SUPPORT TO NYS DEC FOR RENEWABLE PROPERTIES SOLAR FACILITY***

Trustee Christensen made a motion, seconded by Trustee Schepp authorizing Mayor to execute a letter of conceptual support to NYS DEC for Renewable Properties Solar Facility proposed at 5986 Clemons Road as reviewed by Attorney Hills. All in favor; motion carried.

***ACKNOWLEDGE RECEIPT OF BONADIO & CO, LLP BASIC FINANCIAL STATEMENT FOR FISCAL YEAR ENDING MAY 31, 2021***

Trustee Schepp made a motion, seconded by Trustee Christensen acknowledging receipt of Bonadio & Co, LLP Independent Accountant's Report and Financial Statements for village funds, and Justice Court activity for fiscal year ending May 31, 2021. All in favor; motion carried.

***STRYKER 360 AGREEMENT***

Trustee Christensen made a motion, seconded by Trustee Schepp authorizing Mayor to execute Stryker 360 Agreement, contingent upon attorney review. All in favor; motion carried.

**EMS**

***OCTOBER 2021 CALL & RESPONSE DATA***

Monthly: 193 (14 missed, 96 mutual aid)

Year to Date: 1,521

**DPW**

***NEW HIRE – MATTHEW KRUSSE***

Trustee Schepp made a motion, seconded by Trustee Abbott to hire Matthew Krusse, FT Laborer, at an hourly rate of \$18.50 and effective 11/22/2021. All in favor; motion carried.

**AUDIT OF CLAIMS  
ABSTRACT #012**

A motion was made by Trustee Christensen and seconded by Trustee Schepp that the claims on **Abstract #012** in the amount of General Fund \$146,375.33 (Vouchers 432 - 473), Sewer Fund \$9,466.26 (Vouchers 162 - 174), Trust & Agency \$43,093.50 (Vouchers 141 – 153) for a total of \$198,935.09; All in favor; motion carried.

**ATTORNEY'S  
REPORT**

Absent.

**TRUSTEES'  
REPORT**

Trustee Abbott – congratulated new DPW employees and reminded the board that Dan Palma will be retiring at the end of the month after 33 years of service.  
Trustee Schepp – will be attending the Town of Manlius Comprehensive Committee meeting tomorrow and will update the board at the next meeting.  
Trustee Christensen – NYWEA has nominated Minoa's WTP for a sustainability award and Operator Eric Cushing is now a member of NYWEA Council.  
Trustee Champagne – absent.

**MAYOR'S REPORT**

Mayor Brazill announced the village has been awarded another State and Municipal grant in the amount of \$70,000 for municipal community room renovation.  
Mayor Brazill wished everyone a safe and healthy Thanksgiving holiday.

**PUBLIC  
COMMENT**

No public comments were made.

**PRESENTATION  
WTP**

WTP Operator Eric Cushing presented the board with two alternative options for WWTP Upgrades.

**Alternative #1, Repair/Replace like-kind components**

This is the least cost alternative and can be implemented with the least disruption to operations of existing treatment plant process. Outages for any single unit process component can be scheduled independent of any other if needed and diminished performance can be minimized with schedule outages at low flows or other appropriate times of the year. Disadvantage: restores trickling filter process to extend its useful life for many year to come While the trickling filter technology performs well in this application and will allow the facility to remain in compliance with its existing permit conditions, it is limited in its ability to be modified to meet more restrictive requirements for parameters such as nitrogen removal should they be imposed, thus greater expenditures may be incurred in the future to comply with more stringent effluent requirements.

Project Cost

- \$9,402,000 (detailed cost breakdown was included with presentation handout)

**Alternative 2 - Replacement of Trickling Filter Process Train**

Project Scope

- See Drawing Number 2 Attached

Advantages

- This Alternative provides greater flexibility in meeting more restrictive requirements for parameters such as nitrogen removal should they be imposed; thus, less expenditure may be incurred in the future to comply with more stringent effluent requirements
- Operational staff are familiar with the process and automation may reduce operator time required to meet effluent requirements as all treatment technology would now be similar.
- Further, similar to Alternative 1, the Village intends to execute the entire

project all at once. Many of the items included in the project could be implemented independent of each other and could be implemented using a phased approach if full funding is not secured all at once, however the entire SBR complex would need to be constructed at once leaving project fund demand a little more restricted.

#### Disadvantages

- This Alternative is not the least cost alternative
- Further, the new secondary treatment train will be under construction for an extended period of time. While partial treatment of the flows to the trickling filter train can be provided by leaving one trickling filter in service while the new secondary process is constructed the project may require the establishment of “interim” treatment limits less restrictive than current limits while the new secondary process is constructed. This would have a negative impact on receiving water quality during the interim period.

#### Project Cost

- \$9,991,500 in Today’s Dollars. A detailed cost breakdown is included in Attachment 6

Preliminary Engineering Report recommended that the Village select Alternative 1 as the preferred Alternative for the following reasons:

- least Cost
- Ability to implement with less disruption to the facility, and ability to more easily phase the work if needed.

Mayor Brazill thanked Eric Cushing, Doug Miller and Tim Seeley for the presentation and stated the board would review the information and continue the discussion of moving forward with the WTP repairs and renovations.

## **ADJOURNMENT**

A motion was made by Trustee Schepp and seconded by Trustee Abbott to adjourn the village board meeting at 7:28pm. All in favor. Motion carried.

Respectfully submitted,

*Lisa L. DeVona*

Lisa L. DeVona, Clerk-Treasurer