

VILLAGE OF MINOA  
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**BOARD OF TRUSTEES**

**November 2, 2020**

**PRESENT:**

Mayor William Brazill

Trustee Abbott (*absent*)

Trustee Champagne

Trustee Christensen

Trustee Rinaldi (*absent*)

Clerk Treasurer Lisa DeVona

Attorney Courtney Hills, Esq. (*absent*)

**ALSO PRESENT:**

Fire Chief Matt McGarrity, DPW Superintendent Tom  
Petterelli, MFD, Inc President Tom Czajak

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

**CLERK-  
TREASURER**

***MEETING MINUTES OF OCTOBER 19, 2020***

Tabled.

***TREASURER'S REPORT FOR PERIOD ENDING SEPTEMBER 30, 2020***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the Treasurer's report for period ending September 30, 2020. All in favor; motion carried.

***DECLARE SURPLUS: MCKINNEY CONSOLIDATED LAWS OF NY***

Trustee Christensen made a motion, seconded by Trustee Champagne to declare village collection of McKinney's Consolidated Laws of New York books. All in favor; motion carried.

***DONATE SURPLUS ASSETS***

Trustee Champagne made a motion, seconded by Trustee Christensen to donate the collection of McKinney's Consolidated Laws of New York books to village attorney. All in favor; motion carried.

**NYSMEC RESOLUTION FOR ELECTRIC AND GAS COOPERATIVE ENERGY PURCHASING SERVICES**

Trustee Christensen made a motion, seconded by Trustee Champagne to adopt the following resolution authorizing participation in Cooperative Energy Purchase Service for Electricity:

**RESOLUTION AUTHORIZING PARTICIPATION IN COOPERATIVE ENERGY PURCHASING SERVICE (NYSMEC) FOR ELECTRICITY**

**WHEREAS**, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

**WHEREAS**, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

**WHEREAS**, Village of Minoa (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

**WHEREAS**, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

**NOW THEREFORE, BE IT RESOLVED**, that this Board hereby determines that it is in the interests of the Village of Minoa to participate in the NYSMEC, and authorizes and directs Mayor William F. Brazill to sign the Agreement/and or the Billing Schedule and Agreement for electricity on its behalf; and

**BE IT FURTHER RESOLVED**, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of electricity delivered to the delivery point of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity electricity not to exceed \$0.0736 cents per kWh for a term of at least one year and no more than three years commencing May 1, 2021, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

**BE IT FURTHER RESOLVED**, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

**BE IT FURTHER RESOLVED**, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

All in favor; motion carried.

Trustee Christensen made a motion, seconded by Trustee Champagne to adopt the following resolution authorizing participation in Cooperative Energy Purchase Service for Natural Gas:

**RESOLUTION AUTHORIZING PARTICIPATION IN COOPERATIVE ENERGY PURCHASING SERVICE (NYSMEC) FOR NATURAL GAS**

**WHEREAS**, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

**WHEREAS**, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

**WHEREAS**, *Village of Minoa* (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

**WHEREAS**, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May, 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

**NOW THEREFORE, BE IT RESOLVED**, that this Board hereby determines that it is in the interests of the Village of Minoa to participate in the NYSMEC, and authorizes and directs Mayor William F. Brazill to sign the Agreement/and or the Billing Schedule and Agreement for natural gas on its behalf; and

**BE IT FURTHER RESOLVED**, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of natural gas delivered to the city gate of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity natural gas not to exceed \$0.583 cents per therm for a term of at least one year and no more than three years commencing May 1, 2021, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

**BE IT FURTHER RESOLVED**, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

**BE IT FURTHER RESOLVED**, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

All in favor; motion carried.

***INDEPENDENT ACCOUNTANT'S REPORT FOR FISCAL YEAR ENDING MAY 31, 2020***

Trustee Champagne made a motion, seconded by Trustee Christensen pursuant to Section 2019-a of the Uniform Justice Court Act, the Village Board of Trustees approved and acknowledged receipt of the Independent Accountant's Report by Bonadio & Co., LLP for Justice Court for fiscal year ended May 31, 2020. All in favor; motion carried.

***ACKNOWLEDGE RECEIPT OF BONADIO & CO, LLP BASIC FINANCIAL STATEMENT FOR FISCAL YEAR ENDING MAY 31, 2019***

Trustee Champagne made a motion, seconded by Trustee Christensen acknowledging receipt of Bonadio & Co, LLP Basic Financial Statements for fiscal year ending May 31, 2020 together with Independent Auditor's Report. All in favor; motion carried.

**MINOA FARMS**

***RATIFY PRIOR APPROVAL – VILLAGE ENGINEER***

Trustee Champagne made a motion, seconded by Trustee Christensen to ratify prior approval for village engineer to commence review of Minoa Farms Section 2 Construction Drawings submitted by Thomas Oot, Brolex Properties, LLC. All in favor; motion carried.

**FIRE  
DEPARTMENT**

***NEW MEMBERSHIP CAMERON JARVIS***

Trustee Christensen made a motion, seconded by Trustee Champagne to approve new membership application for Cameron Jarvis, 7731 Marie Drive, Kirkville. All in favor; motion carried.

***BUDGET AMENDMENT***

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the following budget amendment:

**\$30,000 FROM A3410.23 TO: A3410.43 \$15,000 AND A3410.20 \$15,000**

All in favor; motion carried.

***PROPOSALS FOR SERVICE MAINTENANCE PROPOSALS FOR FIRE BAY DOORS (BOTH STATIONS)***

Overhead Door - \$1,840.00

Mullen - \$2,640

Trustee Champagne made a motion, seconded by Trustee Christensen to award

Overhead Door with the service maintenance contract. All in favor; motion carried.

**PROPOSALS SERVICE MAINTENANCE PROPOSAL FOR FS2 HVAC**

Doug Mapstone \$200/per visit

Cooney Heating and Air Conditioning - \$1,840.00

Trustee Champagne made a motion, seconded by Trustee Christensen to award Cooney Heating and Air Conditioning with the service maintenance contract. All in favor; motion carried.

**WTP**

**WEEKEND ROTATION SCHEDULE**

A discussion ensued regarding cross training Department of Public Works employees in the Wastewater Treatment Plant in an effort to incorporate them into the weekend rotation schedule. Trustee Champagne suggested Trustee Christensen validate with NYS DEC the credentials and training needed for employees other than certified plant operators.

**AUDIT OF CLAIMS**

**ABSTRACT 011**

A motion was made by Trustee Christensen and seconded by Trustee Champagne that the claims on Abstract #011 in the amount of General Fund \$42,244.74 (Vouchers 428-463), Sewer Fund \$2,075.51 (Vouchers 172-186), for a total of \$44,320.25 audited and paid. All in favor; motion carried.

**TRUSTEES' REPORT**

Trustee Abbott – absent.

Trustee Rinaldi – absent.

Trustee Christensen – reported the WTP transfer switch has been installed.

Trustee Champagne – reported the security camera annual maintenance is almost complete.

**PUBLIC COMMENT**

No comments.

**ADJOURNMENT**

A motion was made by Trustee Champagne and seconded by Trustee Christensen to adjourn the village board meeting at 7:10pm. All in favor.

Motion carried.

Respectfully submitted,

*Lisa L. DeVona*

Lisa L. DeVona  
Clerk-Treasurer