

**VILLAGE OF MINOA**  
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**BOARD OF TRUSTEES**

**February 19, 2019**

**PRESENT:** Mayor William F. Brazill  
Trustee John M. Abbott  
Trustee John H. Champagne (*absent*)  
Trustee Eric S. Christensen  
Trustee Gregory A. Rinaldi (*absent*)  
Clerk Treasurer Lisa L. DeVona  
Attorney Courtney M. Hills, Esq.

**ALSO PRESENT:** Fire Chief Matt McGarrity

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

**RESIGNATION**

***MICHAEL MURNANE AS CODE ENFORCEMENT OFFICER***

Trustee Abbott made a motion, seconded by Trustee Christensen to accept the resignation of Michael Murnane as Code Enforcement Officer effective March 1, 2019. All in favor; motion carried.

**CLERK-  
TREASURER**

***MEETING MINUTES – FEBRUARY 4, 2019***

Meeting minutes for February 4, 2019 were tabled due to the absence of Trustee Champagne and Rinaldi.

***TREASURERS REPORT FOR PERIOD ENDING JANUARY 31, 2019***

Trustee Christensen made a motion, seconded by Trustee Abbott to accept the Treasurers Report for period ending January 31, 2019. All in favor; motion carried.

***AMBULANCE REPAIR RESERVE FUND***

Attorney Hills presented the following resolution to establish Ambulance Repair Reserve Fund to the board for consideration.

**WHEREAS**, pursuant to New York State General Municipal Law § 6-d, the Village of Minoa Board of Trustees (“Village Board”) may, from time to time, by resolution establish a repair reserve fund whereby any budgeted amounts and unexpended fund surpluses from the prior year Ambulance Department’s budget each year may be allocated to a fund dedicated to the repair of capital improvements or equipment, if such repairs are of a type that does not occur on an annual or shorter-interval basis; and

**WHEREAS**, provided such repair reserve fund is in full force and effect, unexpended fund surplus moneys from the prior year Ambulance Department’s budget shall be deposited in such repair reserve fund (and any capital reserve fund established by the Village Board thereafter); the allocation of such surplus funds as between the repair reserve funds and a subsequent capital reserve fund shall be as determined by the Village Board following consultation with the Ambulance Department; and

**WHEREAS**, appropriations from such repair reserve fund, including to any capital reserve fund, shall, as required by law, be by duly adopted resolution of the Board of Trustees and following a public hearing; and

**NOW THEREFORE, IT IS HEREBY RESOLVED AND DETERMINED**, that pursuant to Section 6-d of the General Municipal Law, there is hereby established a reserve fund to be known as the “Ambulance Department Repair Reserve Fund” (hereinafter “Repair Reserve Fund”). The purpose of this Repair Reserve Fund is to accumulate moneys to pay for certain repairs to capital improvements or equipment. The type of repairs shall not recur annually or at shorter intervals; and it is

**FURTHER RESOLVED**, the Village Clerk-Treasurer is hereby directed to deposit and secure the moneys of this Repair Reserve Fund in the manner provided by Section 10 of the General Municipal Law; and it is

**FURTHER RESOLVED**, the Village Clerk-Treasurer may invest the moneys in the Repair Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Village of Minoa. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Repair Reserve Fund. The Village Clerk-Treasurer shall account for the Repair Reserve Fund in a manner, which maintains the separate identity of the cash and investments of the Repair Reserve Fund; and it is

**FURTHER RESOLVED**, except as otherwise provided by Section 6-d of the General Municipal Law, expenditures from this Repair Reserve Fund shall be made only for the purpose for which the Repair Reserve Fund is established; and is

**FURTHER RESOLVED**, there are no referendum requirements for the establishment of this Repair Reserve Fund or for expenditures from the fund. A resolution appropriating moneys from this Repair Reserve Fund is subject to a public hearing and at least five (5) days must elapse between the publication of the notice of hearing; and it is

**FURTHER RESOLVED**, in the event of an emergency situation, moneys in this Repair Reserve Fund may be expended without giving notice and without holding a public hearing. To make such an emergency expenditure, the Village Board must pass a resolution approved by at least two-thirds (2/3) vote. In addition, at least one-half of the expenditure must be repaid in the next fiscal year and the balance repaid by the end of the fiscal year after that; and it is

**FURTHER RESOLVED**, the Village Board, in regular session duly convened, does hereby authorize and direct the Mayor or Clerk-Treasurer of the Village of Minoa to execute such other and additional documents as may be required for the establishment of the Repair Reserve Fund herein;

The adoption of the foregoing Resolution was moved by Trustee Eric Christensen, seconded by Trustee John Abbott, and duly put to vote, which resulted as follows:

William F. Brazill, Mayor	Yes
John Champagne, Deputy Mayor/Trustee	Absent
Eric Christensen, Trustee	Yes
John Abbott, Trustee	Yes
Gregory Rinaldi, Trustee	Absent

Resolution was adopted.

#### ***TRAINING REQUEST – ANTI-HARASSMENT TRAIN THE TRAINER***

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the request for Clerk-Treasurer to attend Anti-Harassment Train-the Trainer, April 30, 2019, Hilton Garden Inn, E. Syracuse; no fee. All in favor; motion carried.

#### ***KIRKVILLE FIRE DISTRICT PURCHASE PROPOSAL FOR SURPLUS VEHICLES***

Trustee Abbott made a motion, seconded by Trustee Christensen to accept the purchase proposal from Kirkville Fire District in the amount of \$40,000.00 for a 2000 F350 Squad and 2017 Ford Explorer contingent upon Attorney review pursuant to Village law §1-102. All in favor; motion carried.

#### ***RESCHEDULE MARCH BOARD MEETINGS***

Trustee Christensen made a motion, seconded by Trustee Abbott to cancel the March 4<sup>th</sup> and 18<sup>th</sup> and meet on Monday, March 11, 2019 at 6:30pm. All in favor; motion carried.

**FIRE  
DEPARTMENT**  
[WWW.MINOAFIRE.ORG](http://WWW.MINOAFIRE.ORG)

#### ***REQUEST PERMISSION FOR 2019 PARADES***

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the request to participate in the following parades in 2019:

3/16 City of Syracuse St. Patrick's Day

5/27 town of Manlius Memorial Day

6/1 Minoa Field Days

6/8 Verona Field Days

7/4 Village of Manlius 4<sup>th</sup> of July

TBD NYS Fair Firefighters Day  
11/23 Village of Baldwinsville Parade of Lights  
All in Favor; motion carried.

**SPECIAL USE  
PERMIT**

**APPLICATION –  
MINOA ESTATES,  
LLC**

***MODIFICATION OF SPECIAL USE PERMIT APPLICATION – MINOA ESTATES,  
LLC***

Nassib Habayeb, owner of Edgerton Estates presented a proposal to construct sixteen (16) additional residential apartment units at 501 Edgerton Street, 2 one-bedroom and 14 two-bedroom, 54 parking spaces. The proposed two-store building (total building area of 17,456sf) will be constructed along the eastern lot line across from one of the existing apartment buildings.

Attorney Hills explained a Special Use Permit was approved by the Zoning Board of Appeals in 1972 for the development of Edgerton Estates aka Minoa Estates. The board having authority on Special Use Permits is now the village board; the application will require a public hearing along with recommendations from Onondaga County Planning Board and the Village Planning Board.

Trustee Christensen made a motion, seconded by Trustee Abbott to hold a public hearing for the modification to a Special Use Permit of Edgerton Estates (Minoa Estates) on April 15, 2019 at 6:30pm. All in favor; motion carried.

**AUDIT OF CLAIMS  
ABSTRACT 18**

A motion was made by Trustee Christensen and seconded by Trustee Abbott that the claims on Abstract #018 in the amount of General Fund \$104,055.61 (Vouchers 676-731), Sewer Fund \$43,371.64 (Vouchers 283-303), for a total of \$147,427.25 audited and paid. All in favor; motion carried.

**ATTORNEY'S  
REPORT**

Nothing new to report.

**TRUSTEES'  
REPORT**

Trustee Abbott – nothing new to report.  
Trustee Christensen – nothing new to report.

**MAYOR'S REPORT**

Mayor Brazill had nothing new to report.

**PUBLIC COMMENT**

No comments from the public.

**ADJOURNMENT**

A motion was made by Trustee Christensen and seconded by Trustee Abbott to adjourn the village board meeting at 7:04pm. All in favor. Motion carried.

Respectfully submitted,

*Lisa L. DeVona*

Lisa L. DeVona  
Clerk-Treasurer