

VILLAGE OF MINOA
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BOARD OF TRUSTEES
March 4, 2024

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

ALSO Mike Macko

PRESENT:

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

**PUBLIC HEARING
2024 COMMUNITY
DEVELOPMENT
FUNDING AND
FIVE YEAR PLAN**

Trustee Christensen made a motion, seconded by Trustee Champagne made a motion to waive reading of the legal notice and open the public hearing for 2024 Community Development Funding Application and Five Year Plan. All in favor; motion carried. Mayor Brazill opened the public hearing at 6:33pm.

The board reviewed and discussed the 2024 Community Development Funding request for south side of Osborne Street sidewalk replacement as well as the updated Five Year Plan.

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

All in favor; motion carried.

Mayor Brazill closed the public hearing at 6:30pm.

SEQRA EAF:

Trustee Christensen made a motion, seconded by Trustee Schepp to adopt the following resolution:

WHEREAS, the Village of Minoa, is a recipient of grant funds pursuant to a certain agreement with New York State Community Development Block Grant (“NYSCDBG”) for the Village of Minoa’s sidewalk replacement project identified as **Sidewalk Improvement, Osborne Street, South side of street from N. Mains Street to East Avenue**, (“Project”); and Main Street Park and

WHEREAS, in this regard the Village Clerk having prepared, and presented same to the Village Board, the Short Form SEQRA EAF (“EAF”) Part I;

WHEREAS, the Village Board also on this date caused the review

of such EAF Part I, assumed Lead Agency status for purposes of SEQRA review, determined the action to be either a Type II or Unlisted Action, elected, in the event of the latter, to conduct an uncoordinated review, and determined that same will have no significant environmental impact and thus issued a Negative Declaration pursuant to the New York State Environmental Quality Review Act;

NOW THEREFORE, be it

RESOLVED, that the Village of Minoa hereby supports the CDBG program based on the principals that the proposed project: (a) is consistent with the Village's local revitalization plan, (b) the proposed grant is appropriate for the specific project; and (c) it facilitates effective and efficient use of existing and future public resources as to promote both economic development and preservation of community resources; and accordingly; be it **FURTHER RESOLVED**, that the Mayor of the Village of Minoa and/or Clerk is duly authorized to complete, execute and deliver Part I of the EAF and to submit the application for grant funding.

Board unanimously voted in favor of the motion; resolution was adopted.

Trustee Christensen made a motion, seconded by Trustee Schepp to approve the 2024 Community Development funding request for south side of Osborne Street, from N. Main Street to East Ave and the Five Year Plan for sidewalk replacement. All in favor; motion carried.

**BUILDING
AND
GROUNDS**

10th ANNUAL ORPHAN CAR SHOW

Trustee Champagne made a motion, seconded by Trustee Schepp to approve 10th Annual Orphan Car Show, Saturday, August 17, 2024, 11am to 3pm in Lewis Park. All in favor; motion carried.

**CLERK-
TREASURER**

MEETING MINUTES – FEBRUARY 20, 2024

Trustee Christensen made a motion, seconded by Trustee Schepp to approve the February 20, 2024 meeting minutes as submitted. All in favor; motion carried.

MEETING MINUTES – FEBRUARY 28, 2024 Budget Meeting

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the February 28, 2024 budget meeting minutes as submitted. All in favor; motion carried.

NOTICE TO BIDDERS – FOLDING PARTITION WALL IN COMMUNITY ROOM

Trustee Champagne made a motion, seconded by Trustee Abbott to approve Notice to Bidders for partition wall project in Community Room, contingent upon attorney review with a bid opening date of April 3, 2024 at 12pm and pre-bid walk

through on March 22, 2024 at 11am. All in favor; motion carried.

OCEBA DENTAL MONTHLY EXPERIENCE REPORT 12/31/2023

Trustee Christensen made a motion, seconded by Trustee Schepp to acknowledge receipt of OCEBA Dental Monthly Experience Report for period ending 12/31/2023. All in favor; motion carried.

TRANSFER OF APPROPRIATIONS – Tabled

INTERMUNICIPAL AGREEMENT FOR TECHNOLOGY SERVICES – OCM BOCES RIC, 1 YEAR

Trustee Champagne made a motion, seconded by Trustee Abbott to approve the Intermunicipal Agreement for Technology Services with OCM BOCES RIC for one year contingent upon attorney and insurance agent review. All in favor; motion carried.

AMENDMENTS TO SECTION 7, WITHDRAWALS OF DEFERRED COMP MODEL PLAN DOCUMENT

Trustee Champagne made a motion, seconded by Trustee Schepp to approve the amendments to Section 7, Withdrawals of Deferred Compensation Model Plan Documents as outlined below:

- II. *Section 7 – Withdrawals*
 - a. *Section 7.3 – Loans – participants who are active employees, who are on an approved leave of absence, shall be eligible to request a plan loan. Only 1 loan is allowed at a time. The amount is 50% of the participant account with a max loan of \$50,000 and a minimum of \$1,000.*
 - b. *Section 7.6 – Distribution for qualified birth/adoption - may permit a distribution to be made to a Participant in an amount not to exceed \$5,000 for a qualified birth or adoption distribution as defined under Section 113 of the SECURE Act*
 - c. *Section 7.7 – Distribution for Emergency Personal Expense – may permit a distribution in an amount not to exceed the lesser of (i) \$1,000 or (ii) an amount equal to the excess of (x) the Participant's Plan Benefit over (y) \$1,000, for an emergency personal expense distribution as defined under Section 115 of the SECURE 2.0 Act*
 - d. *Section 7.8 – Distribution for Domestic Abuse - may permit a distribution to be made to a Participant in an amount not to exceed the lesser of (i) \$10,000 or (ii) 50% of the Participant's Plan Benefit, for an eligible distribution to a domestic abuse victim as defined under Section 314 of the SECURE 2.0 Act*
- All in favor; motion carried.

RATIFY PRIOR APPROVAL TO ACCEPT SETTLEMENT OFFER ON AMBULANCE BILLING

Trustee Christensen made a motion, seconded by Trustee Abbott to accept \$151.80 settlement offer from insolvent estate for \$290.00 balance due for ambulance services rendered. All in favor; motion carried.

RATIFY PRIOR APPROVAL FOR MRB GROUP TO PREPARE CONGRESSIONAL FUNDING REQUEST

Trustee Champagne made a motion, seconded by Trustee Christensen to ratify prior approval for MRB Group to prepare and submit Congressional Funding Request for 2024 in the amount of \$2,500.00. All in favor; motion carried.

**AUDIT OF CLAIMS
ABSTRACT #019**

A motion was made by Trustee Christensen and seconded by Trustee Schepp the claims on **Abstract #019** have been reviewed and approved for payment:
General Fund, voucher(s) 782 - 818 in the amount of \$107,045.05
Sewer Fund, voucher(s) 287 - 301 in the amount of \$48,387.57
Trust & Agency, voucher(s) 273 - 286 in the amount of \$35,093.54
All in favor; motion carried.

**ATTORNEY
REPORT**

Absent.

**TRUSTEES
REPORT**

Nothing new to report.

MAYOR'S REPORT

Training reminder, Tuesday, March 19, 2024 Sexual Harassment Training webinar.

**PUBLIC
COMMENT**

There were no comments from the public.

ADJOURNMENT

A motion was made by Trustee Abbott and seconded by Trustee Champagne to adjourn the village board meeting at 6:46pm. All in favor. Motion carried.

Respectfully submitted,
Lisa L. DeVona
Lisa L. DeVona, Clerk-Treasurer