

VILLAGE OF MINOA
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BOARD OF TRUSTEES
November 6, 2023

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.

ALSO PRESENT: Mike Macko, Jeremiah Butchko, Fire Chief Don Grevelding, Town Councilor William Nicholson, MFD, Inc President Tim Decker, Jason Klaiber, Eagle Bulletin

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

ELECTION 2024

Trustee Christensen made a motion, seconded by Trustee Schepp pursuant to Election Law 4-106(2) the Village of Minoa Election will be held on Tuesday, March 19, 2024 to fill positions of one (1) Mayor and two (2) Trustees each with a term of four (4) years. . All in favor; motion carried.

**CLERK-
TREASURER**

MEETING MINUTES – October 16, 2023

Trustee Schepp made a motion, seconded by Trustee Christensen to approve the October 16, 2023 meeting minutes as submitted. All in favor; motion carried.

TREASURERS REPORT FOR PERIOD ENDING SEPTEMBER 30, 2023

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the Treasurer's Report for period ending September 30, 2023. All in favor; motion carried.

TERMINATE USE & DISSEMINATION AGREEMENT WITH NYS DIVISION OF CRIMINAL JUSTICE SYSTEM (DCJS)

Trustee Champagne made a motion, seconded by Trustee Abbott to terminate the Use & Dissemination Agreement with New York State Division of Criminal Justice (DCJS) for civil fingerprint based on background check conducted for volunteer fire membership and employment reasons. All in favor; motion carried.

ANNUAL REPORT FOR FISCAL YEAR ENDING MAY 31, 2023

Trustee Christensen made a motion, seconded by Trustee Schepp to acknowledge that pursuant to Village Law Section 4-408 the Annual Financial Report for fiscal year ending May 31, 2023 was filed with NYS Comptroller's office. All in favor; motion carried.

INDEPENDENT ACCOUNTANT'S REPORT BY BONADIO & CO., LLP

Trustee Abbott made a motion, seconded by Trustee Schepp to acknowledge receipt of Bonadio & Co., LLP Independent Accountant's Report for village financials and Justice Court activity for fiscal year ending May 31, 2023. All in favor; motion carried.

TREASURERS REPORT FOR PERIOD ENDING SEPTEMBER 30, 2023

Trustee Champagne made a motion, seconded by Trustee Christensen to approve the Treasurer's Report for period ending September 30, 2023. All in favor; motion carried.

2024 FIRE PROTECTION AND AMBULANCE SERVICES FOR MINOA FIRE PROTECTION DISTRICT OF TOWN OF MANLIUS

Trustee Champagne made a motion, seconded by Trustee Christensen authorizing Mayor and Fire Chief to execute the 2024 Fire Protection and Ambulance Services for Minoa Fire Protection District of Town of Manlius in the amount of \$1,225,001.00. 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:	
A5110.40 Street Maintenance	\$13,875.75	A5410.4 Sidewalks	\$13,875.75
A1325.40 CT Misc. Contractual	\$2,000.00	A1325.401 CT Website	\$2,000.00
A1910.4 Unallocated Insurance	\$106.00	A1920.4 Association Dues NYCOM	\$106.00
A909 Fund Balance	\$61,000.00	A9730.6 BAN Principal	\$61,000.00

All in favor; motion carried.

2023-2024 UNPAID TAX BILLS TO THE COUNTY FOR COLLECTION

Trustee Christensen made a motion, seconded by Trustee Schepp to approve and certify the **2023-2024** return of unpaid village taxes to Onondaga County in the amount of **\$36,734.65**.

All in favor; motion carried.

**TOWN OF
MANLIUS**

***AMENDED & RESTATED AGREEMENT PURSUANT TO SECTION
119-0 OF GML BETWEEN VILLAGES OF FAYETTEVILLE, MANLIUS,
MINOA AND TOWN OF MANLIUS FOR POLICE SERVICES***

Mayor Brazill asked the village board to review the changes proposed to the Amended & Restate Agreement with Town of Manlius for police services and if anyone has any questions, suggestions or comments to please contact him to discuss.

CELEBRATIONS

ANNUAL TREE LIGHTING

Trustee Christensen made a motion seconded by Trustee Schepp to hold the Annual Tree Lighting, Sunday December 3th at 5pm. All in favor; motion carried.

Mayor Brazill announced the 3rd Annual Cookie Train event to support local businesses will be Saturday, December 2nd, 10am to 4pm.

Passports will be available at Spill the Tea Cafe and Room to Improve at Station 217.

SEWER

REQUEST TO WAIVE PENALTY

Trustee Abbott made a motion, seconded by Trustee Champagne to waive \$33.00 penalty on Sewer A/C #42450. Yes votes: Mayor Brazill, Trustees Abbott and Champagne; No votes: Trustees Christensen, Schepp. Motion carried.

AMBULANCE

DECLARE EQUIPMENT BEYOND USEFUL LIFE

Trustee Schepp made a motion, seconded by Trustee Christensen to declare three (3) AED's expired and beyond useful life and not appropriate to sell. All in favor; motion carried

**FIRE
DEPARTMENT**

RESIGNATION – DAN SMITH

Trustee Schepp made a motion, seconded by Trustee Abbott to accept the resignation of Dan Smith effective October 5, 2023 contingent upon MFD, Inc. approval. All in favor; motion carried.

PROBATIONARY MEMBER – OLIVIA NICOLE KELLY

Trustee Abbott made a motion, seconded by Trustee Schepp to accept twelve month (12) probationary member, Olivia Nicole Kelly, 421 Pleasantview Avenue, Syracuse contingent upon MFD, Inc approval. All in favor; motion carried.

PROBATIONARY MEMBER – KASEY MARQUART

Trustee Christensen made a motion, seconded by Trustee Schepp to accept twelve (12) month probationary member, Kasey Marquart, 101 Frederick Street, East Syracuse contingent upon MFD, Inc approval. All in favor; motion carried.

PROBATIONARY MEMBER – BRAYDEN MAYLONE

Trustee Christensen made a motion, seconded by Trustee Schepp to accept twelve month probationary member, Brayden Maylone, 407 McCool Avenue, East Syracuse contingent upon MFD, Inc approval. All in favor; motion carried.

**AUDIT OF CLAIMS
ABSTRACT #011**

A motion was made by Trustee Christensen and seconded by Trustee Abbott that the claims on **Abstract #011** have been reviewed and approved for payment:

General Fund, voucher(s) 413 - 451 in the amount of \$98,912.00

Sewer Fund, voucher(s) 154 - 175 in the amount of \$32,116.53

Trust & Agency, voucher(s) 148 - 168 in the amount of \$93,472.28

All in favor; motion carried.

**ATTORNEY
REPORT**

Nothing new to report.

**TRUSTEES
REPORT**

Trustee Abbott reminded everyone to vote tomorrow.

Trustee Schepp reported the Police Committee reviewed the tentative budget which includes two (2) new officers and vehicles.

Trustee Champagne reported the DPW NYCOM conference was excellent.

MAYOR'S REPORT

Nothing new to report.

**PUBLIC
COMMENT**

Tom Oot, on behalf of the area home builders and contractors association of Central New York presented the village board with a petition for the adoption of a resolution amending Village of Minoa Code Section 51-4J extending the time limit or duration of building permits issued by the Village for the construction of single family homes from existing six (6) months expiration period to twelve (12) months expiration period.

A discussion ensued regarding the building permits, cost to renew and number of expired building permits on file in village office for existing new construction one family structures in Minoa Farms.

The village board asked village attorney to reach out to other municipalities and review state code with respect to Mr. Oot's request to extend building permit expirations.

ADJOURNMENT

A motion was made by Trustee Champagne and seconded by Trustee Schepp to adjourn the village board meeting at 7:15pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

Lisa L. DeVona, Clerk-Treasurer