

VILLAGE OF MINOA
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BOARD OF TRUSTEES
October 7, 2024

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

ALSO Mike Macko, Jeremiah Butchko, DPW Superintendent Tom

PRESENT: Petterelli, Denny Erard

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

**CLERK-
TREASURER**

MEETING MINUTES – SEPTEMBER 9, 2024

Trustee Christensen made a motion, seconded by Trustee Schepp to approve the meeting minutes of September 9, 2024. All in favor; motion carried.

OCTOBER MEETING SCHEDULE

Trustee Schepp made a motion, seconded by Trustee Christensen to cancel 2nd meeting in October due to lack of quorum. All in favor; motion carried.

2025 HEALTH & DENTAL INSURANCE PREMIUMS

Trustee Champagne made a motion, seconded by Trustee Christensen accepting the 2025 Greater Tompkins County Health and OCEBA Dental Insurance Premiums:

GTCMHIC Platinum PPO monthly premiums:

Single	\$ 955.78
Family	\$ 2,485.08

OCEBA Dental monthly premiums:

Single	\$ 42.02
Family	\$ 100.98

All in favor; motion carried.

ANNUAL FINANCIAL REPORT FISCAL YEAR ENDING 5/31/2024

Trustee Champagne made a motion, seconded by Trustee Schepp acknowledging that the Clerk Treasurer filed the Annual Updated Document for fiscal year ending May 31, 2024 with NYS Comptroller. All in favor; motion carried.

CELEBRATIONS

HALLOWEEN

Trustee Champagne made a motion, seconded by Trustee Christensen authorizing Halloween Party, Fire Station I on October 31st, 5pm. All in favor; motion carried.

COOKIE TRAIN

Trustee Schepp made a motion, seconded by Trustee Christensen authorizing village participation in Cookie Train, November 30th beginning at 11am. All in favor; motion carried.

Trustee Schepp made a motion, seconded by Trustee Christensen to hire Tom Reitano to play piano from 1pm – 2:30pm in the Board Room; \$100.00. All in favor; motion carried.

CHRISTMAS TREE LIGHTING

Trustee Schepp made a motion, seconded by Trustee Christensen authorizing Annual Christmas Tree Lighting, November 30th, with Santa arrival at 4pm and Tree Lighting at 5pm. All in favor; motion carried.

DPW

FULL TIME LABORER

Trustee Christensen made a motion, seconded by Trustee Champagne to authorize Clerk Treasurer to advertise for open full time Laborer position. All in favor; motion carried.

AMBULANCE

RATIFY PRIOR APPROVAL – WAIVE AMBULANCE BILL DUE TO HARDSHIP

Trustee Champagne made a motion, seconded by Trustee Schepp approving the request to waive ambulance bill due to hardship, Run #24-17617. All in favor, motion carried.

FIRE

CHANGE IN MEMBERSHIP STATUS – J. Gordon

Trustee Christensen made a motion, seconded by Trustee Schepp to terminate Jeremy Gordon effective immediately. All in favor, motion carried.

CHANGE IN MEMBERSHIP STATUS – K. Teske

Trustee Champagne made a motion, seconded by Trustee Christensen to terminate Kevin Teske effective immediately. All in favor, motion carried.

CHANGE IN MEMBERSHIP STATUS – A. Moon

Trustee Christensen made a motion, seconded by Trustee Schepp to terminate Andy Moon effective immediately. All in favor, motion carried.

CHANGE IN MEMBERSHIP STATUS – E. Schepp

Trustee Christensen made a motion, seconded by Trustee Champagne to approve Erich Schepps request to change status from Active Life to Life effective immediately. All in favor, Mayor Brazill, Trustee Christensen and Champagne. Trustee Schepp abstained from the vote, Motion carried.

NEW MEMBERSHIP APPLICATION – A. Deryke

Trustee Champagne made a motion, seconded by Trustee Schepp to approve Amanda Deryke application for Interior/Exterior Firefighter. All in favor, motion carried.

**MINOA FARMS,
SECTION 2A
UPDATE**

MINOA FARMS, SECTION 2A UPDATE

Mayor Brazill stated Village Engineer has inspected Phase 2A to verify current site conditions and to follow up on the February 2024 list of incomplete construction items. Village engineer found the majority of the unfinished items listed on the punch list have been unresolved for months and recommends that the village take appropriate action to compel the developer to finish the listed items and dedicate the infrastructure to the Village.

With no progress made on the unfinished punch list discussed at the last meeting, Trustee Christensen made a motion, seconded by Trustee Schepp to declare Brolex Properties, LLC and Oot Bros., Inc in default of the Subdivision Improvement (Maintenance) Guaranty Agreement dated March 3, 2021 and authorize the Codes Enforcement Officer to issue Stop Work Orders on Section 2A, and request developer respond within seven (7) business days; if request is not answered in seven (7) business days the Village Board will take next step and bid out the work for unfinished punch list and invoice the developer. All in favor; motion carried.

**AUDIT OF CLAIMS
ABSTRACT #008
DATED 9/23/2024**

A motion was made by Trustee Christensen and seconded by Trustee Champagne the claims on **Abstract #008** have been reviewed and approved for payment:

General Fund, voucher(s) 291 - 324 in the amount of \$73,707.17

Sewer Fund, voucher(s) 113 - 124 in the amount of \$6,251.39

Trust & Agency, voucher(s) 87 - 95 in the amount of \$40,355.86

All in favor; motion carried.

AUDIT OF CLAIMS
ABSTRACT #009
DATED 10/7/2024

A motion was made by Trustee Christensen and seconded by Trustee Champagne the claims on **Abstract #009** have been reviewed and approved for payment:

General Fund, voucher(s) 325 - 356 in the amount of \$265,365.23

Sewer Fund, voucher(s) 125 - 138 in the amount of \$77,353.90

Trust & Agency, voucher(s) 96 - 111 in the amount of \$55,879.68

All in favor; motion carried.

ATTORNEY
REPORT

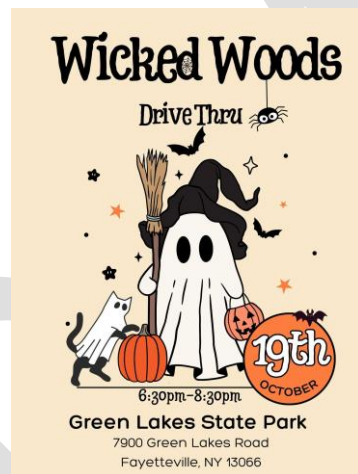
Nothing new to report.

TRUSTEES
REPORT

Trustee Schepp reported the Police Committee is moving forward with the Civil Service canvass and interviews for Police Chief. The Town of Manlius Police Department will be celebrating 40 years ... look for announcements of celebration.

<https://www.townofmanlius.org/260/About-Us>

Trustee Christensen announced Wicked Woods, October 19, 2024 Green Lakes State Park.



MAYOR'S REPORT

Nothing new to report.

PUBLIC
COMMENT

There were no public comments.

**EXECUTIVE
SESSION - IN**

Trustee Christensen made a motion, seconded by Trustee Champagne to enter into Executive Session for the medical, financial, credit, or employment history of a particular person or corporation, r matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. All in favor; motion carried.

The board entered Executive Session at 7:12pm.

**EXECUTIVE
SESSION - OUT**

Trustee Champagne made a motion, seconded by Trustee Christensen to enter into Regular Session. All in favor; motion carried.

The board entered into Regular Session at 8:18pm.

ADJOURNMENT

With no new business in front of the board, a motion was made by Trustee Schepp and seconded by Trustee Christensen to adjourn the village board meeting at 8:18pm. All in favor. Motion carried.

Respectfully submitted,

Lisa DeVona

Lisa DeVona, Clerk-Treasurer