

VILLAGE OF MINOA

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BOARD OF TRUSTEES

September 14, 2020

PRESENT:

Mayor William Brazill
Trustee Abbott
Trustee Champagne
Trustee Christensen
Trustee Rinaldi
Clerk Treasurer Lisa DeVona
Attorney Courtney Hills, Esq.

ALSO PRESENT:

Fire Chief Matt McGarrity, DPW Superintendent Tom Petterelli, EMS Supervisor Ryan Ammann, Connie & Victor Oliver, Mr. Youngstram, Project Healing Waters

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

PRESENTATION

CNY ORPHAN CAR CLUB

Mr. Oliver and Mr. Youngstram presented the Minoa Fire Department with a check resulting in the CNY Orphan Car Club and thanked all first responders for their time and dedication to serving the community. Mr. Oliver expressed interest in holding the 2021 event in Minoa again.

MINOA FARMS SECTION II

TOM OOT, BROLEX PROPERTIES, LLC

Tom Oot presented a plan to develop Section 2, Phase 1A of Minoa Farms consisting of fourteen lots south of Forestview Lane on Minoa Lakes Lane. Mr. Oot stated he has met with Elliott Lasky and obtained construction documents regarding this section. D.W. Hannig has provided survey and vegetation has been cleared. Mr. Oot is looking for cooperation from the village to move forward with this section and would like to keep the process moving so construction can begin as soon as possible.

Mayor Brazill stated Attorney Hills will review the survey drawings, consult with village engineer and direct the board as to the appropriate steps moving forward for this section. Mr. Oot thanked the board for their time and looks forward to building out Minoa Farms Section 2.

PUBLIC HEARING MS4 ANNUAL REPORT

Trustee Champagne made a motion, seconded by Trustee Christensen to hold a public hearing on Tuesday, September 14, 2020 at 6:30pm for the MS4 Annual Reporting requirements. All in favor; motion carried.

ELECTION

Resolution: General Village Election will be held on September 15, 2020

At the Municipal Building, 240 N. Main Street and polls will be open from 12:00 noon to 9:00pm.

Appoint Election Inspectors – Trustee Champagne made a motion, seconded by Trustee Abbott to appoint the following election inspectors: Nina Haley, Machine Technician \$25/hr. (approx. 4hrs) Catherine Troast, David Wright, Mary Davis VSS \$140/day, Susan Dodge REG \$120/day. All in favor; motion carried.

Position(s) to be filled

- Mayor 4yr term
Candidate: William F. Brazill, 141 Osborne Street, Minoa, NY
- Two Trustee(s) 4yr term each;

Candidate(s): John M. Abbott, 408 Fay Lane, Minoa, NY
Eric S. Christensen, 61 Windebank Lane, Minoa NY
Matthew Cushing, 536 N. Central Avenue, Minoa NY
Bobby Schepp, 116 Beresford Lane, Minoa NY

PROPOSITION TO BE NOTED:

Shall the Village of Minoa amend it Length of Service Award Program for the Volunteer Firemen of the Village of Minoa, authorizing and permitting an increase in the maximum annual award allowance to the current cap of \$1,200.00

**RESOLUTION
PARTICIPATION IN
CNY STORMWATER
COALITION**

Resolution Supporting Participation in the CNY Stormwater Coalition Staff Services and Education Compliance Assistance Program

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

Resolution authorizing the items listed below pursuant to requirements of the New York State Pollutant Discharge Elimination System Municipal Separate Storm Sewer System General Permit.

WHEREAS, Village of Minoa herein called the "Municipality", after thorough consideration of the various aspects of the problem and consideration of available information, has hereby determined that certain work, as described in Attachment A, herein called the "Project", is desirable, is in the public interest, and is required in order to implement the Project; and

WHEREAS, the Central New York Regional Planning & Development Board, herein called the "Board", has provided program planning and implementation assistance pertaining to the requirements of the New York State Pollutant Discharge Elimination System (SPDES) Stormwater Phase II General Permit for Municipal Separate Storm Sewer System (MS4) operators since 2002, and

WHEREAS, the Board has proposed staff and education assistance services in support of sustaining the CNY Stormwater Coalition and to provide a regional public education, outreach and training compliance program to reduce municipal staff burdens, ensure consistency, provide widespread priority audience targeting the most efficient use of limited municipal funds by distributing total program costs over a number of entities within a twelve month timeframe as outlined in Attachment B;

NOW, THEREFORE, BE IT RESOLVED BY Village of Minoa

1. That **William F. Brazill**, Mayor or such person's successor in office is the representative authorized to act in behalf of the Municipality's governing body in all matters related the Project;
2. That the Municipality agrees that it will fund its portion of the program cost in the amount of **\$3,600**, and that those funds will be made available to the Board upon receipt of invoice.
3. That one (1) certified copy of this Resolution will be prepared and sent to the Board upon adoption.
4. That this Resolution take effect immediately; all in favor, motion carried.

**CLERK-
TREASURER**

MEETING MINUTES – August 3, 2020

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the meeting minutes of August 3, 2020 as written. All in favor; motion carried.

OCEBA MONTHLY MEMBER REPORT

Trustee Champagne made a motion, seconded by Trustee Christensen acknowledging receipt of OCEBA Monthly Member report for period ending July 31, 2020. All in favor; motion carried.

BUDGET AMENDMENT

Trustee Champagne made a motion, seconded by Trustee Abbott to approve budget amendment From A1990.4 Contingency To A8160.47 Refuse & Garbage Vehicle Repair, \$15,969.03 for the emergency repair to T22. All in favor; motion carried.

NATIONWIDE PLAN SPONSOR ELECTION CARES ACT PROVISION

Trustee Champagne made a motion, seconded by Trustee Christensen to approve and adopt Plan Sponsor Election of CARES Act Provisions for Coronavirus-Related Distributions on Plan: 0023691 NTC FBO: Village of Minoa effective immediately. All in favor; motion carried.

DISCUSSION: DRIVEWAYS

A discussion ensued regarding the existing code requirements for driveway expansion, modification or replacement. Mayor Brazill stated this was discussed a few years ago and wants to revisit the idea of adding guidelines or more restrictive requirements to the village code. After a brief discussion, Trustee Champagne made a motion, seconded by Trustee Christensen to keep the existing driveway requirements in the village code. All in favor; motion carried.

TREASURER'S REPORT

Trustee Champagne made a motion, seconded by Trustee Abbott accepting the Treasurer's Report for periods ending June 30th and July 31st 2020. All in favor; motion carried.

MS4 ANNUAL REPORT

MS4 ANNUAL STORMWATER REPORT FOR YEAR ENDING MARCH 9, 2020

Trustee Champagne made a motion, seconded by Trustee Abbott to waive the reading of legal notice and open public hearing.

Mayor Brazill opened the public hearing at 7:00pm. All in favor; motion carried.

Clerk DeVona gave an overview of the draft report.

Mayor Brazill asked if the board had any questions or comments regarding the annual report for period ending March 9, 2020.

With no questions or comments from the board he opened the public hearing to those present.

With no questions or comments from the public Trustee Abbott made a motion, seconded by Trustee Champagne to close the public hearing. All in favor; motion carried.

Mayor Brazill closed the public hearing at 7:02pm.

RESOLUTION

RESOLUTION TO APPROVE MS4 ANNUAL STORMWATER REPORT FOR PERIOD ENDING MARCH 9, 2020

Trustee Champagne made a motion, seconded by Trustee Christensen authorizing Mayor Brazill to execute and certify the Compliance Certification for MS4 Annual report for period ending March 9, 2020 for SPDES ID: NYR20A229. All in favor; motion carried.

**BUILDINGS AND
GROUNDS**

BUILDING SECURITY MONITORING PROPOSALS

The following proposals were received to provide security monitoring services for the Municipal Building, DPW, FS2:

ADT Commercial \$1,980.00 annually

Chimera \$1,655.40 annually + \$2,329 upfront Project cost for panel programming, testing and inspections.

Trustee Champagne asked for time to review the proposals and reach out the each vendor to discuss.

Tabled until October 5, 2020

CELEBRATIONS

HALLOWEEN

The annual FS1 Halloween event will be cancelled this year; fire department will stage fire apparatus throughout the fire district and give out Halloween candy. Locations and times will be announced closer to October 31st.

ANNUAL TREE LIGHTING

This event is cancelled for December 2020.

WTP

PROPERTY OWNER REQUESTS PENALTY BE WAIVED

Trustee Champagne made a motion, seconded by Trustee Abbott to waive \$62.00 penalty, one time only, for property owner of Sewer A/C #10000. All in favor; motion carried.

PROPERTY OWNER REQUESTS PENALTY BE WAIVED

Trustee Champagne made a motion, seconded by Trustee Christensen to waive \$15.50 penalty, one time only, for property owner of Sewer A/C #20980. All in favor; motion carried.

PROPERTY OWNER REQUESTS PENALTY BE WAIVED

Trustee Christensen made a motion, seconded by Trustee Champagne to waive \$15.50 penalty, one time only, for property owner of Sewer A/C #20640. All in favor; motion carried.

AMBULANCE

DECLARE SURPLUS 2013 FORD AMBULANCE (A2) VIN #1932

Trustee Christensen made a motion, seconded by Trustee Abbott to declare surplus one 2013 Ford Ambulance (A2) Vin#1932. All in favor; motion carried.

PURCHASE OFFER FOR 2013 FORD AMBULANCE VIN #1932

Trustee Christensen made a motion, seconded by Trustee Abbott to accept the \$12,000.00 offer from WAVES to purchase 2013 Ford Ambulance VIN #1932. All in favor; motion carried.

CALL AND RESPONSE DATA

July: 121

August: 116

Year to Date: 882

FIRE DEPARTMENT

TRAINING REQUEST – JEREMY ERARD – PILOT REFRESHER

Trustee Abbott made a motion, seconded by Trustee Champagne to approve training request for Jeremy Erard to attend Pilot Refresher EMT course with Al Tompkins; fee \$300.00 (reimbursed by NY State upon successful completion of EMT renewal). All in favor; motion carried.

TRANSFER TO FIRE EQUIPMENT RESERVE

Trustee Champagne made a motion, seconded by Trustee Abbott authorizing \$30,000 be transferred to the Fire Equipment Reserve account. All in favor; motion carried.

AUDIT OF CLAIMS ABSTRACT 008

A motion was made by Trustee Christensen and seconded by Trustee Champagne that the claims on Abstract #008 in the amount of General Fund \$80,536.47 (Vouchers 302-341), Sewer Fund \$12,792.08 (Vouchers 122-134), for a total of \$93,328.55 audited and paid. All in favor; motion carried.

**ATTORNEY'S
REPORT**

Nothing new to report.

**TRUSTEES'
REPORT**

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

MAYORS REPORT

Mayor Brazill wished all the candidates good luck in tomorrow's election.

PUBLIC COMMENT

No comments.

ADJOURNMENT

A motion was made by Trustee Abbott and seconded by Trustee Champagne to adjourn the village board meeting at 7:51pm. All in favor.
Motion carried.

Respectfully submitted,

Lisa L. DeVona

Lisa L. DeVona
Clerk-Treasurer