

**VILLAGE OF MINOA
RESOLUTION ADOPTING RULES OF CONDUCT FOR
MUNICIPAL BUILDING AND PROPERTY**

The **VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF MINOA**, in the County of Onondaga, State of New York, met in a duly noticed session at the Municipal Building, located at 240 N. Main Street, in the Village of Minoa, County of Onondaga, State of New York, on the **20th day of October 2025, at 6:30 p.m.**

The meeting was called to order by Mayor William Brazill, and the following were present, namely:

John Champagne	Deputy Mayor/Trustee
Eric Christensen	Trustee
John Abbott	Trustee
Robert Schepp	Trustee

Also Present: Village Clerk-Treasurer Lisa DeVona
Village Attorney Courtney M. Hills

The following resolution was offered by Trustee John Champagne, who moved its adoption, and second by Trustee Eric Christensen to wit:

WHEREAS, the Village of Minoa owns and maintains the municipal building located at 240 N. Main Street, in the Village of Minoa, County of Onondaga, State of New York, which houses village offices, a fire department, a public library, and public meeting space; and

WHEREAS, the Village Board of Trustees has the duty under Village Law § 4-412(1) to manage and control village property and to protect the health, safety, and welfare of employees, officials, and the public using such facilities; and

WHEREAS, recent incidents have occurred in and around the municipal building in which conduct by individuals has caused staff and library patrons, including children, to feel unsafe and intimidated; and

WHEREAS, the Board finds it necessary to adopt reasonable, content-neutral rules regulating conduct in the municipal building and on village property to ensure the orderly administration of village business and safe public access;

NOW, THEREFORE, BE IT RESOLVED by the Village Board of Trustees of the Village of Minoa as follows:

1. The attached Rules of Conduct for the Municipal Building and Grounds are hereby adopted, effective immediately.

2. The Rules shall be posted at all public entrances to the building, published on the Village website, and made available upon request at the Clerk's Office.
3. The Mayor, Village Clerk, Code Enforcement Officer, Library Director, and Village Police Department are authorized and directed to enforce the Rules of Conduct, including directing violators to leave the premises and, if necessary, treating violations as trespass under New York Penal Law § 140.05.
4. The Board reserves the right to amend or expand these Rules of Conduct at any time in the interest of public health, safety, and welfare.

Upon Roll Call Vote:

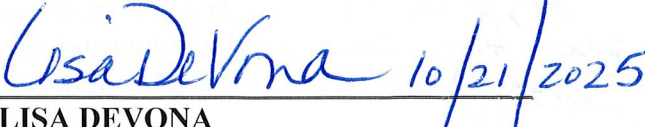
William Brazill, Mayor	Yes
John Champagne, Deputy Mayor/Trustee	Yes
Eric Christensen, Trustee	Yes
John Abbott, Trustee	Yes
Robert Schepp, Trustee	Yes

THIS RESOLUTION WAS ADOPTED.

I, LISA DEVONA, Village Clerk of the Village of Minoa, **DO HEREBY CERTIFY** that the preceding Resolution was duly adopted by the Village Board of Trustees of the Village of Minoa at a regular meeting of the Board duly called and held on **the 20th day of October 2025**; that said Resolution was entered in the minutes of said meeting; that I have compared the foregoing copy with the original thereof now on file in my office; and that the same is a true and correct transcript of said Resolution and of the whole thereof.

I FURTHER CERTIFY that all members of said Village Board had due Notice of said meeting.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed
The seal of the Village of Minoa, this **21st day of October, 2025**.


LISA DEVONA
Village Clerk of the Village of Minoa
Onondaga County, New York

Rules of Conduct for the Village of Minoa Municipal Buildings and Grounds As adopted October 20, 2025



Purpose

The Village of Minoa is committed to maintaining a safe, secure, and orderly environment in the municipal building and on village property. The building houses village offices, a fire department, a public meeting space, and a public library serving residents, families, and children. These Rules of Conduct are adopted pursuant to Village Law § 4-412(1), which grants the Board of Trustees management and control over village property.

Applicability

These rules apply to all persons entering, using, or remaining in the Village municipal building, the library located within the building, and the surrounding grounds owned by the Village.

Prohibited Conduct

The following conduct is **prohibited** in the municipal building and on village property:

1. Loitering, Prowling, or Surveillance
 - Remaining idly inside or outside the building without lawful purpose.
 - Standing, peering, or otherwise surveilling village staff or library patrons through windows or entrances.
2. Harassment or Intimidation
 - Verbal abuse, threats, confrontations, or any conduct that causes staff, patrons, or officials to feel unsafe.
 - Following, stalking, or intentionally interfering with employees, officials, or members of the public.
3. Obstruction or Interference
 - Blocking entrances, exits, hallways, or office/library service counters.
 - Obstructing the ability of staff to conduct official business.

4. Disorderly or Unsafe Behavior

- Fighting, loud or disruptive conduct, or use of abusive language.
- Conduct that threatens the health, safety, or welfare of others, including children in the library.

5. Alcohol, Drugs, or Weapons

- Possession or use of alcohol, controlled substances, or weapons (except by law enforcement or as otherwise permitted by law).

Enforcement

- Village employees and library staff shall immediately report violations of these Rules to the Village Clerk, Mayor, or the Village Police Department.
- Any person violating these Rules may be directed to leave the premises. Failure to comply constitutes trespass under New York Penal Law § 140.05.
- Repeated or serious violations may result in a temporary or permanent ban from the municipal building and grounds, subject to review and approval by the Village Board of Trustees.
- Nothing herein limits the authority of law enforcement to pursue criminal charges for harassment, menacing, disorderly conduct, or other violations of law.

Notice

These Rules of Conduct shall be posted at the entrances of the municipal buildings, library, Department of Public Works, Wastewater Treatment Plant, Lewis Park Pole Barn, and Fire Stations I & II, published on the Village website, and made available upon request at the Clerk's office.