

**VILLAGE OF MINOA**  
**[WWW.VILLAGEOFMINOA.COM](http://WWW.VILLAGEOFMINOA.COM)**  
**BOARD OF TRUSTEES**  
**October 6, 2025**

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

**ALSO** John Jaramcz, Town of Manlius Councilor William  
**PRESENT:** Nicholson, Fire Chief Don Grevelding, MFD, Inc President  
Tim Decker, Dan Engelhardt, Senator Ryan's  
Representative Dylan Black

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

**CLERK-  
TREASURER**

***MEETING MINUTES – AUGUST 18, 2025***

A motion was made by Trustee Schepp and seconded by Trustee Abbott to approve the meeting minutes of August 18, 2025, meeting. All in favor; motion carried.

***MEETING MINUTES – SEPTEMBER 8, 2025***

A motion was made by Trustee Abbott and seconded by Trustee Schepp to approve the meeting minutes of September 8, 2025, meeting. All in favor; motion carried.

***NATURAL GAS AGREEMENT WITH NRG EFFECTIVE JUNE 1, 2026***

Trustee Schepp made a motion, seconded by Trustee Abbott authorizing Mayor to execute agreement between NRG and Village of Minoa with delivery effective June 1, 2026, through end date April 30, 2030. All in favor; motion carried.

***TREASURER REPORT FOR PERIOD ENDING AUGUST 30, 2025***

Trustee Schepp made a motion, seconded by Trustee Abbott to acknowledge and approve Treasurers Report for period ending August 30, 2025. All in favor; motion carried.

***MULLEN INDUSTRIAL HANDLING PLANNED MAINTENANCE AGREEMENT***

Trustee Schepp made a motion, seconded by Trustee Abbott to accept Mullen Industrial Handling, Planned Maintenance Agreement for overhead doors installed FS1 & FS2; \$4,860.00 annually. All in favor; motion carried.

***HARDSHIP REQUEST FOR VILLAGE WAIVE \$2,200 AMBULANCE BILL***

Trustee Abbott made a motion, seconded by Trustee Schepp to approve hardship request to waive \$2,200 ambulance bill. All in favor; motion carried.

***ONONDAGA COUNTY CONTRACT #6305***

Trustee Schepp made a motion, seconded by Trustee Abbott to accept AND authorize Mayor to execute Onondaga County Contract #6305 for the reimbursement of fees associated with Main Street Railroad Conceptual Review to be performed by MRB Group. All in favor; motion carried.

***MRB GROUP PROPOSAL FOR CONCEPT REVIEW OF MAIN STREET RAILROAD BRIDGE***

Trustee Schepp made a motion, seconded by Trustee Abbott to accept MRB Group Proposal for the conceptual review of Main Street Railroad Bridge in an amount not to exceed \$25,000. All in favor; motion carried.

**DPW / WTP**

***CONTINUATION OF SUMMER HOURS***

Trustee Abbott made a motion, seconded by Trustee Schepp to approve the continuation of summers hours until October 31, 2025. All in favor; motion carried.

**MINOA FARMS  
SECTION 2B, 2C,  
2D**

***OCWA PROJECT #9004214 – INSTALLATION OF FIRE HYDRANTS IN  
SECTION(S) 2B, 2C, 2D***

Trustee Abbott made a motion, seconded by Trustee Schepp to approve and authorize Mayor and Superintendent to sign OCWA documentation for

installation of five (5) fire hydrants in Minoa Farms Sections 2B, 2C, 2D as recommended by the village engineer under project #9004214. All in favor; motion carried.

**FIRE DEPARTMENT**      **RESIGNATION – DREW CAVANAUGH & JENNIFER SABIN**  
Trustee Abbott made a motion, seconded by Trustee Schepp to accept Drew Cavanaugh and Jennifer Sabin resignation letters effective September 22, 2025, contingent upon MFD, Inc. approval. All in favor; motion carried.

**AUDIT OF CLAIMS ABSTRACT #009**      A motion was made by Trustee Schepp and seconded by Trustee Abbott the claims on **Abstract #009** have been reviewed and approved for payment:  
General Fund, voucher(s) 329 - 383 in the amount of \$152,347.79  
Sewer Fund, voucher(s) 114 - 135 in the amount of \$172,632.23  
Trust & Agency, voucher(s) 92 - 107 in the amount of \$90,552.83  
All in favor; motion carried.

**ATTORNEY REPORT**      Rules of Conduct for Municipal Building and Village Property – Tabled until all board members were present.

**TRUSTEE REPORT**      Trustee Abbott - Nothing new to report.  
Trustee Schepp reminded those present that public comment period for the new location of Town offices is open until October 22, 2025.

**PUBLIC COMMENT**      John Jarmacz, 224 Edgewood Place thanked the board and police department for deploying a speed control device on Edgewood Place. The neighborhood appreciates having it there and it has had a positive impact on the speed of vehicles.

**ADJOURNMENT**      A motion was made by Trustee Schepp and seconded by Trustee Abbott to adjourn the village board meeting at 6:40pm. All in favor. Motion carried.

Respectfully submitted,

*Lisa L DeVona*

Lisa L. DeVona, Clerk Treasurer