

**REGULAR MEETING OF THE VILLAGE BOARD  
OF THE VILLAGE OF MARCELLUS HELD ON  
JANUARY 22, 2024 AT THE VILLAGE HALL**

**PRESENT:** John J. Murphy, Mayor See List  
Timothy P. Manahan, Trustee  
James P. Curtin, Trustee  
Jeffrey D. Brown, Attorney  
Charnley A. Abbott, Village Clerk

**ABSENT:** None  
  
Pledge of Allegiance

**CONSENT**  
**AGENDA:** Mayor Murphy opened the regular board meeting at 7:00pm.

The Village Clerk submitted the minutes of the regular board meeting for the month of December 2023. The bills on Abstract Sheets #008 for General Fund in the amount of \$33,244.93, Sewer Fund in the amount of \$26,017.89, Capital Funds in the amount of \$0.00 and Trust & Agency in the amount of \$89,894.19 were audited. The bills totaled \$149,157.01. The Board received the Police Report for the month of December 2023 from Chief Bernie Podsiedlik, and the Building Inspectors Report for the month of December 2023 from Code Official Paul Stacey. The Board acknowledged receipt of the minutes of the Town Board meetings for December 2023. The financial statements as submitted by Village Treasurer Nino Provvidenti for December 2023 were given to the Board for their review. Trustee Manahan made a motion to approve the consent agenda. The motion was seconded by Trustee Murphy. Mayor Murphy asked if there was any discussion on the consent agenda. Hearing none, Mayor Murphy called for a vote. All board members voted aye and the motion carried.

**REVIEW OF EMPLOYEE**

**HANDBOOK:** Trustee Curtin made a motion to table a review by the Village Board of the Village of Marcellus Employee Handbook, a copy of which is on file in the Village Office for public inspection. The Handbook went into effect on February 1, 2013, and it has been decided that the Board would conduct such a review each year upon its anniversary. The motion was seconded by Trustee Manahan. Mayor Murphy asked if there was any discussion. Hearing none, Mayor Murphy called for a vote. All board members voted aye and the motion carried.

**ELECTION**

**NOTICE:** Trustee Manahan a motion to announce that Tuesday, February 4, 2024, is the first day to file an independent nominating petition and that Tuesday, February 13, 2024, is the last day to file independent nominating petitions for an office to be filled at the general election on March 19, 2024. In addition, it might again be noted that there is no registration day for the Village of Marcellus, since the Village opted out of registration day by resolution on January 25, 1993, that to receive an absentee or early mail ballot by mail, applications must be received by the Village Clerk at the Village Hall, located at 6 Slocombe Avenue, Marcellus, NY, no later than 5:00 p.m. on Tuesday, March 12, 2024, that to receive an absentee or early mail ballot in person, personal applications must be received by the Village Clerk by the applicant or the applicant's agent no later than by 5:00 p.m. on Monday, March 18, 2024, and the Village Clerk must deliver such ballots to the Election Inspectors by 9 p.m. on election day. Also, the Village Election for the Village of Marcellus shall be held on Tuesday, March 19, 2024, at the Village Hall, 6 Slocombe Avenue, Marcellus, NY, between the hours of 12 o'clock noon through 9 o'clock p.m., local time. The offices to be filled on that day are that of Mayor (Vacancy-2 years) and Trustee (4 years). The motion was seconded by Trustee Curtin. Mayor Murphy asked if there was any discussion. Hearing none, Mayor Murphy called for a vote. All board members voted aye and the motion carried.

## **ELECTION**

**RESOLUTION:** Trustee Curtin made a motion to approve the following election resolution:

**WHEREAS** Paragraph 1 of § 15-116 of the Election Law provides that the Board of Trustees shall appoint two or four Inspectors of Election for each Village election, whose duty it is to prepare such register of qualified voters for the election district.

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

- 1) That pursuant to § 15-116 of the Election Law, there shall be two Inspectors of Election for the 2024 Village election in the Village of Marcellus and that the following persons are hereby appointed as Inspectors of Election:  
Mary Finn  
Heidi Randall
- 2) That pursuant to §15-116 of the Election Law, Mary Finn is hereby designated as chairperson of the Inspectors of Election for the Village of Marcellus.
- 3) That the compensation for each of the Inspectors of Election and for the Chairperson thereof shall be as follows: Inspectors of Election \$15.00 per hour, not to exceed \$150.00 per day.
- 4) That, pursuant to §15-116 of the Election Law, the following individual is hereby appointed as alternate Inspector, who shall assume the office of Inspector of Election upon the inability or refusal of an Inspector to assume or perform his or her duties and any clerical help which they may deem necessary:  
Patricia White
- 5) This resolution shall take effect immediately.

The motion was seconded by Trustee Manahan. Mayor Murphy asked if there was any discussion. Hearing none, Mayor Murphy called for a vote. All board members voted aye and the motion carried.

## **ONONDAGA COUNTY DOT FUEL**

**CONTRACT:** Trustee Manahan stated that the Village Board approved a contract amendment extension in January 2022 for three years with Onondaga County DOT for the purchase of fuel from Onondaga County DOT for the Village of Marcellus vehicles through December 31, 2024.

## **PLANNING BOARD**

**APPOINTMENT:** Trustee Murphy announced that the Board received a letter of resignation from Percy Clarke, an alternate on the Planning Board effective January 22, 2024. Mr. Clarke was recently appointed to the Town of Marcellus Board, therefore vacating his seat on the Planning Board. The Board of Trustees would like to thank Percy for his service and wish him well in the new position. Mayor Murphy made a motion to appoint Jesse Faulkner to complete the unexpired term of Percy Clarke, until March 31, 2025. The motion was seconded by Trustee Curtin. Mayor Murphy asked if there was any discussion. Hearing none, Mayor Murphy called for a vote. All board members voted aye and the motion carried.

## **BUDGET**

**MODIFICATIONS:** Trustee Manahan made a motion to approve budget modifications for December 2023 requested by the Village Treasurer transferring revenues and appropriations in the General and Sewer Funds. The motion was seconded by Trustee Curtin. Mayor Murphy asked if there was any discussion on the budget modifications. Hearing none, Mayor Murphy called for a vote. All board members voted aye and the motion carried.

## **SCHEDULE PUBLIC**

**HEARING:** Mayor Murphy made a motion to introduce Local Law #1 of 2024 enacting a moratorium on the approval of subdivisions, site plans, special use permits, building permits, and other zoning authorizations in the Village Center, and to schedule a public hearing on Local Law #1 of 2024 to be held before the regular Village Board meeting on February 26, 2024. The moratorium is designed to give the Village time to complete updates to its Comprehensive Plan and codify the recently approved Village Centre Design Standards. A comprehensive plan is a vision for the future of a community. It articulates the goals and policies set forth and provides the Village guidance in which to achieve these goals. A comprehensive plan is comprised of base information, vision statements, and a set of master plans that have implications for land use, transportation, and public facilities, including possible future capital improvements, development regulations, or major policies. The comprehensive plan also provides for a legal basis for zoning changes in accordance with the comprehensive plan. The existing Comprehensive Plan was completed in 2007 and has not been reviewed or updated since its adoption 16 years ago. Changes in our community have affected how people live, work, and travel in the Village. As a result, a review and update to the Comprehensive Plan is overdue and necessary. Mayor Murphy made a motion to hold a public hearing on February 26, 2024 at 7:00pm at the Village Hall regarding proposed Local Law #1 of 2024- Moratorium on land use approvals in the Village Center until the Comprehensive Plan is updated and the Village Code is electronically codified. The motion was seconded by Trustee Curtin. Mayor Murphy asked if there was any discussion. Hearing none, Mayor Murphy called for a vote. All board members voted aye and the motion carried.

#### **ANNOUNCE VILLAGE**

**MEETINGS:** Trustee Manahan made note of the list of those meetings scheduled for February 2024, which is provided for those so interested – please note that the February meeting of the Planning Board, previously scheduled for February 21, 2024 has been rescheduled for February 28, 2024 due to scheduling conflicts. Village Offices will be closed on Monday, February 19<sup>th</sup> for the Presidents’ Day Holiday – there is **NO** trash delay because of this holiday.

#### **WWTP OPERATOR**

**OF THE YEAR:** Trustee Curtin announced that Head Operator Mallory Zabinski will be traveling to NYC in February to accept the prestigious Uhl T. Mann Award. This award is given annually by New York Water and Environment Association (NYWEA) to recognize an individual for excellence in wastewater operations and maintenance. The Board would like to congratulate Mallory and her achievement, and thank you for her hard work and dedicated service to the Village and its residents.

#### **UPDATES FROM THE**

**MAYOR:** The following updates are posted on the Village of Marcellus website and available at the Village Office for any interested party as well.

- a. Another Police Update – the Prescription/Drug Drop-Off Box as well as the drop-off box for needle and syringe disposal, both located in the lobby of the Village Hall, continue to be a welcome addition to the Village. Any numbers of individuals continue to take advantage of using the drop-off boxes to dispose of any prescription or other drugs, as well as needles and syringes anonymously.
- b. No Parking – November 1st to April 1st – the public should know as of November 1, 2023, there is no parking allowed on any street in the Village of Marcellus from 2 a.m. to 7 a.m. so that the Highway Department can plow snow. This no parking ban will remain in effect until April 1, 2024. If ticketed by Village Police, the fee will be \$35.00. We urge residents to use the Village parking lots for any overnight parking situations.
- c. Snow Plowing – as in the past, we would like to alert independent snowplow operators that it is illegal to plow or shovel snow or ice during snow removal operations upon a village sidewalk or other public way. While most of the independent snowplow operators in the Village

comply as much as possible with the law, there are some who need to be reminded that if a driveway is being plowed, that snow **CAN NOT** be plowed into the street. **NOR** can the snow be plowed out of a driveway, across the street and into the village right-of-way across from the plowed driveway. Some drivers have claimed that they have no place to put the snow. That, however, is not an excuse to put the snow into the street, nor across the street when plowing. The Village is not responsible for snow that accumulates on a resident's property and the Village is not responsible for removing snow that has been plowed onto the Village right-of-way. We ask that independent snowplow drivers take this into consideration when they are plowing residential properties in the village. No snow should be plowed onto a village street or sidewalk, and any that has been must be removed before finishing the job.

- d. Notes on the Governor's Budget – Governor Hochul's State of the State Address earlier this month contained several excerpts that affect local government, a summary of which is available online at: [https://www.governor.ny.gov/sites/default/files/2024-01/FY2025\\_NYS\\_Executive\\_Budget\\_Briefing\\_Book.pdf](https://www.governor.ny.gov/sites/default/files/2024-01/FY2025_NYS_Executive_Budget_Briefing_Book.pdf)
- e. A friendly reminder what not to flush from your Village Operators: The two biggest causes of sewer clogs are “flushable” wipes and fats, oils, and grease (FOG). Unlike toilet paper, wet wipes remain intact and tangle into massive clogs that jam pumps and block pipes. When a product is labeled “flushable” it generally means that it will clear your toilet bowl. It does not mean it will clear your pipes or break down in the sewer system or at your wastewater treatment plant. Truly flushable items are ones that break into small pieces quickly, are not buoyant, and only contain materials, which will readily degrade in a range of natural environments (like paper, not plastic). Grease cools as it travels through pipes. Over time, the accumulation of grease builds up and can block an entire pipe. Garbage disposals do not keep grease out of the pipes, they only shred it into smaller pieces. Commercial additives including detergents that claim to dissolve grease, may pass it down the line and cause problems away from the source. The results of a grease-blocked sewer pipe can be sewage overflows in your home, expensive and unpleasant cleanup that often must be paid for by the property owner, and possible contact with disease-causing organisms. It can also add to the cost of operating and maintaining your sewers and the wastewater treatment plant. Flushing wipes, grease, or other non-disposable items can impact you and your neighbor's sewer system. Thank you for considering the impact these items may have on your sanitary sewer system before you flush!
- f. Planning Board – again, we make mention of the fact that the February meeting of the Planning Board will be held on February 28, 2024. This is a change from the regularly scheduled meeting and was changed at the January 18, 2024 regular meeting of the Planning Board.
- g. Baltimore Ridge Development – continues to move along, and as of this date, two houses are complete and occupied, and several more are under construction. The utilities, roads and sewer infrastructure were turned over to the Village in fall of 2023.
- h. The 2024-2025 Main St Grant Program was recently announced by Onondaga County Community Development. The Village Clerk has reached out to property owners that are eligible for the project and will submit a complete application in late February. The Village is most grateful to County Executive Ryan McMahon and the Office of Community Development as well as the Onondaga County Legislature for continuing this grant program, which provides funds to help revitalize and beautify Village centers throughout the County. The Village of

Marcellus was awarded this grant in 2020, 2021, and again in 2023. Details of the program are on file for public inspection in the Village Office.

- i. Olde Home Days, 2024 (May 31, June 1 and 2) – the Marcellus Rotary Club and the OHD Committee have begun planning the 2024 OHD event to be held the weekend of May 31-June 2. Information will be made available in the coming weeks regarding tentative events, committee chair contacts, vendor and non-profit participation, sponsorship, and other areas. The Marcellus Olde Home Days Facebook page will be updated as planning continues through the spring. At this time, questions and information requests can be directed to Charnley Abbott, OHD Chair at charnleyabbott@gmail.com.
- j. Green Gateway – is one that we hope will result in an environmentally positive gateway entrance to our Village – at the site of the former woolen mill on North Street. In November of 2023, the Village dedicated the pedestrian Bridge and outdoor classroom to former Mayor John Curtin in appreciation of his outstanding public service to the Village of Marcellus. John was an educator for over 20 years and served the Village of Marcellus for 28 years, retiring as Mayor of the Village in 2023. These areas will be forever known as “Curtin’s Crossing” and will be a symbol of our commitment to learning, where the boundaries between education and nature intertwine.
- k. Future Farmers of America Club thru Marcellus High School donated two beautiful wreaths that were hung on the Village Highway Garage and WPCP during the holiday season. The Village Board and DPW thank the students for the donation and brightening up the buildings for the holiday season.
- l. The Village and Town Highway Departments have been working with Marcellus Highschool Students this winter on multiple projects for their senior independent studies. One of these projects include extending the Creekwalk from Main Street thru Limerick St, Kinderwood Dr, Orchard St and Old North Street to the Green Gateway. Their vision is to connect the Town Park to the Village Park via a walking path. Other projects include a Pavilion, flower beds, an ADA compliant fishing platform, and rebranding of the Green Gateway.
- m. New draft regulations and testing procedures have been released by the DEC regarding PFAS in wastewater. It is unclear what effect these regulations will have on the Wastewater facility. This situation is being monitored closely by our Operators and we expect more information in the coming months.
- n. Flower Lane- the Village was recently awarded a CREST grant from the State for drainage improvements and road reconstruction on Flower Lane. MRB Group has recently completed the Survey portion of the process and is now completing the design phase of the project.
- o. Wastewater Update- Village Attorney Jeff Brown is reviewing the Sewer Contract with Marcellus Central School District. It is expected to be completed soon.

After concluding with his updates, Mayor Murphy asked if there were any comments from the Board. There were none.

**ITEMS FROM THE FLOOR:**

Mayor Murphy asked if there were any items from the floor. Hearing none, Mayor Murphy made the motion to adjourn the meeting, seconded by Trustee Manahan. Mayor Murphy called for a vote. All board members voted aye.

The Regular Board Meeting was adjourned at 7:22 p.m

A handwritten signature in black ink, appearing to read 'C. Abbott', with a long horizontal flourish extending to the right.

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Charley A. Abbott, Village Clerk