**REGULAR MEETING OF THE VILLAGE BOARD**

**OF THE VILLAGE OF MARCELLUS HELD ON**

**APRIL 22, 2019 AT THE VILLAGE HALL**

**PRESENT:** John P. Curtin, Mayor See List

Sara N. Tallman, Trustee

Kevin F. O’Hara, Trustee

Jeff Brown, Attorney

**ABSENT:** None

Mayor Curtin asked for a motion to open the regular board meeting at 7:00pm. Trustee O’Hara made the motion, seconded by Trustee Tallman. Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**CONSENT**

**AGENDA:** The Village Clerk submitted the minutes of the special meeting and regular board meeting for the month of March 2019. The bills on Abstract Sheets #011 for General Fund in the amount of $25,273.94, Water Fund in the amount of $0.00, Sewer Fund in the amount of $7,520.90, Capital Funds in the amount of $173,616.56 and Trust & Agency in the amount of $158.67 were audited. The bills totaled $206,570.07. The Board received the Police Report for the month of March 2019 from Police Chief Robert Wicks. The Board also received the Building Inspectors Report for the month of March 2019 from Building Inspector Bill Reagan. The Board acknowledged receipt of the minutes of the Town Board meetings for March 2019. The financial statements for March 2019 were tabled until the May 2019 Board meeting. Trustee O’Hara made a motion to approve the consent agenda. The motion was seconded by Trustee Tallman. Mayor Curtin asked if there was any discussion on the consent agenda. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**ADOPT 2018 – 2019**

**BUDGET:** Trustee Tallman mentioned that there were no changes made to the tentative budget that was approved at the Annual Meeting on April 1, 2019 and made a motion to approve the 2019-2020 Village budget and set the Tax Rate at $6.85 /$1,000 assessed valuation. The motion was seconded by Trustee O’Hara. Mayor Curtin asked if there was any discussion on approving the budget. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**PROPOSAL – W-M**

**ENGINEERING:** Trustee O’Hara made a motion to authorize the Mayor to sign a proposal from W-M Engineering to prepare the Annual Storm Water Report at a cost not to exceed $500. The motion was seconded by Trustee Tallman. Mayor Curtin asked if there was any discussion on the proposal. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**CHANGE MAY BOARD**

**BOARD MTG:** Trustee Tallman explained that the regular May Board meeting falls on Memorial Day this year and made a motion to change the date of the May meeting from the 4th Monday of the month, May 27th, to the 3rd Monday of the month, May 20th. The motion was seconded by Trustee O’Hara. Mayor Curtin asked if there was any discussion on changing the meeting date. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**IMAS WITH ONONDAGA**

**COUNTY:** Trustee O’Hara made a motion to authorize the Mayor to sign Intermunicipal Agreements with Onondaga County regarding both the Sanitary Sewer Pump Station Operation and Maintenance Charges and the Municipal Separate Storm Sewer System. The motion was seconded by Trustee Tallman. Mayor Curtin asked if there was any discussion. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**AMMENDMENT TO WWTP ENGINEERING**

**AGREEMENT:** Trustee Tallman made a motion to authorize the Mayor to sign an amendment to the WWTP Engineering Agreement with MRB Group for Construction Administration by an amount not to exceed $40,000. This compensation is based on the fact that completion of the WWTP Project has been extended five (5) months requiring an increase in construction administration fees for shop submittal reviews, design coordination with contractors, review of proposed field changes, payment application review and processing, MWBE monthly and quarterly reporting and project funding documentation requirements, among other items. A contingency of over $400,000 will cover this amendment while still leaving a sizable contingency in place. The motion was seconded by Trustee O’Hara. Mayor Curtin asked if there was any discussion. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**ANNUAL STORMWATER**

**REPORT:** Trustee O’Hara made a motion to table the Annual Storm Water Report until the next regular meeting of the Village Board in May, when W-M Engineering will have completed it. The motion was seconded by Trustee Tallman. Mayor Curtin asked if there was any discussion. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**NEW POLICE**

**HIRE:** Mayor Curtin made a motion to appoint one new officer to the Marcellus Police Department. Officer James Hiltbrand will serve as a Village Patrolman and as a School Resource Officer at Lyncourt Union Free School District, following his retirement and a distinguished career with the Syracuse Police Department. This appointment will be effective on May 1, 2019 and the Lyncourt Union Free School District will determine the rate per hour as a School Resource Officer while his salary as a Marcellus Village Patrolman will be $19.52 per hour. As part of the shared services mandate, our Police Department is assisting the Lyncourt Union Free School District with police administrative responsibilities, and supervision particularly in matters related to any criminal activity. Our Police Department has the ability to facilitate this, providing services that would not be otherwise available to them. The motion was seconded by Trustee Tallman. Mayor Curtin asked if there was any discussion. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**SCHOOL RESOURCE OFFICER**

**CONTRACT:** Trustee O’Hara made a motion to authorize the Mayor to sign the School Resource Officer Agreement between the Village of Marcellus and the Marcellus Central School District, whereby the School District and the Village have determined that it is in their mutual best interests to enter into this Agreement to continue to provide for the assignment of three officers of the Marcellus Police Department to serve as School Resource Officers in the Marcellus Central School District. A copy of the agreement is on file in the Village Office for public inspection. The motion was seconded by Trustee Tallman. Mayor Curtin asked if there was any discussion. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried

**CHARTER COMMUNICATIONS FRANCHISE**

**AGREEMENT:** Trustee Tallman made a motion to again table the Charter Communications Cable Franchise Agreement until the Village Attorney has been able to negotiate successfully the terms of a new agreement with Charter Communications. The motion was seconded by Trustee O’Hara. Mayor Curtin asked if there was any discussion on tabling the agreement. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**BUDGET**

**MODIFICATIONS:**

Trustee O’Hara made a motion to table budget modifications requested by the Village Treasurer transferring revenues and appropriations in the General and Sewer Funds. The motion was seconded by Trustee Tallman. Mayor Curtin asked if there was any discussion. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**ANNOUNCE**

**VILLAGE**

**MEETINGS:** Trustee Tallman announced that a list of Meeting Dates for the month of May has been published. Included is a list of dates for the meeting of the Planning Board and the Zoning Board of Appeals, as well as an announcement of the Town Trash Days. Also included is a notice that the Village Office will be closed on Monday, Memorial Day, May 27, 2019, and that the Olde Home Days Celebration is planned for May 31st, June 1st, and 2nd in the Village and in Marcellus Park. So that it can be given proper advertisement, the Village Board has decided that the annual Village-wide Garage Sale will be scheduled this year for July 13th.

**UPDATES BY THE**

**MAYOR:** Mayor Curtin provided updates on the following subjects:

1. Utility Bills – many of the utility bills for sewer and refuse that residents received this month had some major errors because of the billing software that generated the quarterly utility bill. Due to this computer glitch, some accounts were billed using incorrect figures for the number of gallons of water used. We corrected the errors and reprinted the bill on paper, which accompanied a letter of explanation sent to all residents. We asked that residents disregard the original bill that was sent on the printed postcard and refer to the paper bill as the correct utility charge. While the bill for some residents did not change significantly, if at all, that for other residents was way out of line. We should also note that sewer and refuse rates were already scheduled to increase this quarter (from a minimum of $75 to $100 for sewer and from $45 to $50 for refuse). However, we did not anticipate major errors in the billing software and the serious complications that followed, confusing matters even more. The original bill was due on 4/30/19. This is because the fiscal year for Onondaga County ends on 5/30 and any outstanding utility charges are re-levied onto the Village Tax Bill. Due to the current billing error, the Village has extended the payment deadline to 6/30/19 and there will be no utility charges re-levied onto the 2019-2020 Village Tax Bill. Outstanding charges will carry over onto future bills for the 2019-2020 fiscal year. Please accept our apologies for any inconvenience this may have caused you. If you have any questions regarding this matter, please call the Village Office at 315-673-3112.
2. Code Officer and Fire Inspection – fire inspections and rental inspections continue, along with vacant house registrations, code violations being issued for litter and rubbish piles, as well as change of occupancy at several sites.
3. Pedestrian Signs and Benches – have been re-installed on Main Street and elsewhere by the Highway Department. The flags will soon be displayed in time for Memorial Day.
4. Compost at the Treatment Plant – will be available on a first-come, first-serve basis. However, residents are able pick up compost but they should also be aware of the fact that construction at the plant might hinder their ability to pick it up. It would be best for residents to call the treatment plant ahead of time (315-673-4491) to determine when it would be most convenient to pick up compost.
5. WWTP Upgrades- to the plant are still going on, with an anticipated end by the end of August 2019. While it has been a year of construction, we did not experience much inconvenience or interruption in the plant’s operation.
6. Olde Home Days – banners and placemats and posters are now ready for installation and distribution during the first week in May.
7. Clean Energy Community – Having been designated as a “Clean Energy Community,” the Village of Marcellus has been awarded a $100,000 grant to implement clean energy projects and will include a retrofitting of existing Village lights, including the historic lights on Main, North and South Streets as well as the coach lights on Kinderwood Drive to direct wire LED type fixtures. Other LED lighting retrofits have occurred in the Village Hall, the Village Garage and the Waste Water Treatment Plant. The Village is delighted with this award and most appreciative of the efforts of Amanda Mazzoni at the CNYRPB, and others who helped to secure this grant.
8. Sidewalks – last year at this time, we informed residents of its intention to finish some amenities to the Village right of way on Chrisler Street this summer. The overhead cobra streetlights on Chrisler Street have been or will be replaced with new historic lampposts, similar to those that presently line North, South and Main Streets in the Village. In addition, the Board proposes to extend the Village-owned sidewalk on Chrisler Street, from that where it presently ends at #12 on the south side to the end of the street, and from #9 on the north side to the end of the street, thus completing a pedestrian loop of the entire street. It is also our hope that in the near future, a pedestrian trail might be created at the end of Chrisler Street, on Village owned property, which would connect with and provide access to the Marcellus Free Library. Also, per the DPW Superintendent’s schedule, some new sidewalk will be installed elsewhere pending budgetary considerations.
9. Creek Walk – Fred’s Trail will reopen officially for the pubic now that the snow has left the trail. At first glance, it appears that the winter weather has not caused much damage to the trail. There were some hardy people who braved the elements to walk the trail this winter, although it was not officially open. We welcome the spring as well as those who will take advantage of this gem in our community. If some residents are not familiar with the project, we urge them to click on the home page of the Village website <http://villageofmarcellus.com/> and then on Village News.
10. Street repairs and Tree removals – per the DPW Superintendent’s schedule, repairs will be made to Highland Drive (the road and driveway aprons) and Slocombe Ave, as well as storm water drainage pipes on West Main Street, pending budgetary consideration. Also, tree removals are planned, per the DPW Superintendent’s schedule, pending budgetary considerations.
11. Flower Boxes – the new flower boxes that were constructed two years ago by Kyle Denka as part of his Eagle Scout project have weathered very well. They will be filled again this year, using compost from the WWTP, giving a good indication of the value of the compost. Kathy Welsh will again be instrumental in the plantings in these boxes using flowers that she has both grown from seed as well as some that she will or has purchased.
12. Earth Day Cleanup – the Village will again participate in an Earth Day cleanup of the Village on Thursday, April 25, 2019, with a rain date of Friday, April 26, 2019. Fourth grade students from K.C. Heffernan Elementary School will participate in this event and we welcome any individuals or groups to join us in helping clean the Village of any litter lying along the roadside and village rights of way. The Village will provide gloves and bags for the cleanup and we would like to thank, once again, Nojaims Grocery Store for providing some refreshments for the students. We sincerely thank in advance the students as well as the staff and faculty at KCH for all of their help in making this annual event so successful.
13. Spring Brush Pickup Dates – the Village Board and DPW are going to continue the policy from last year for the 2019 Brush Pickup. Brush may be placed at the curb on Saturdays and Sundays for pickup on Mondays from April 1st to May 6th. In addition, during the summer months (June, July and August), brush may also be placed at the curb on Saturdays and Sundays for pickup on the first Monday of each month during those summer months.
14. Spring Trash Dates-Town of Marcellus has announced the 2019 dates for the Trash Transfer Stations and they are: Fridays, April 26th and May 3rd, and May 10th, from 8 a.m. to 3 p.m. and Saturdays, April 27th, May 4th, and May 11th, from 8 a.m. to Noon. Permits are required and are issued through the Town of Marcellus Clerk’s Office. The rates are $20 for a passenger vehicle, $35 for a pickup truck, $45 for a trailer, $10 for a one-time passenger car, $3 for tires and $15 for anything with Freon (such as refrigerators, freezers, air conditioners or dehumidifiers). The Board agreed to also have a shred day during the Spring Trash Days. The cost to the Town is $500 for four (4) hours and the Village will share in that cost. There will be no cost to the residents for the shredding. The cost for Electronics Waste Days will be $40 for televisions and monitors over 27”, $20 for televisions and monitors less than 27” and a $5 miscellaneous user fee. This year there will be a charge for flat screen televisions. Some items are not accepted including garbage, OCRRA recyclables, liquids or hazardous waste including paint, oil tanks, fuel tanks, motor vehicles, and no contractor debris (home projects only), All items must be secured and covered when transporting to the Town Transfer Station. Also, there will be an Electronics Waste Disposal Day included with the trash days this year and that will require a special permit.

1. SRO Contract – with the Marcellus Central School District has been completed and is in the hands of the Marcellus School Board. Details of the contract, which will provide Village police officers (SRO) on the Marcellus School Campus, as per the agreement, may be subject to change before final approval by both parties.
2. Bridge Work on South Street – there is a planned closure of South Street Road by the Onondaga County DOT (contact is Paul Hood – 315-435-3207) beginning in the fall of 2019 – September or October – for approximately six (6) weeks. The closure of the road, from about the intersection of Bishop Hill Road and South Street to Lee Mulroy road is for bridge maintenance – near Nightingale Mills. Local traffic will be allowed onto the road and Nightingale’s will still be accessible but the road will be closed going south from there. This will also affect school bus routes. DOT has a concern about large vehicles travelling north on Route 174 making a turn onto Slate Hill Road and then using Platt Road. It is therefore planning a detour route to the blinking light on Lee Mulroy Road, taking a left onto Main Street and then another left onto South Street (which has limited weight). They do not expect too many large vehicles making deliveries to Nightingales, but there may be a few.

After concluding with his updates, Mayor Curtin asked if there were any comments from

the Board. There were none.

**ITEMS FROM THE**

**FLOOR:** Mayor Curtin asked if there were any items from the floor. Hearing none, Mayor Curtin asked for a motion to adjourn the meeting. Trustee Tallman made the motion to adjourn, seconded by Trustee O’Hara. Mayor Curtin called for a vote. All board members voted aye and the motion carried.

The Regular Board Meeting was adjourned at 7:12 p.m.

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Charnley A. Abbott, Village Clerk