

**REGULAR MEETING OF THE VILLAGE BOARD
OF THE VILLAGE OF MARCELLUS HELD ON
JANUARY 23, 2017 AT THE VILLAGE HALL**

PRESENT: John P. Curtin, Mayor See List
Sara N. Tallman, Trustee
Patrick W. Cox, Trustee
Jeff Brown, Attorney

ABSENT: None

Pledge of Allegiance.

Trustee Cox made a motion to table a tentatively scheduled public hearing on a \$6,000,000 Line of Credit with the Environmental Facilities Corporation. A Public hearing will be scheduled for Monday, February 27, before the regular board meeting, to receive public input on the issue. Trustee Tallman seconded the motion. Mayor Curtin called for a vote. All three board members voted aye and the motion carried.

**CONSENT
AGENDA:**

The Village Clerk submitted the minutes of the regular board meeting for the month of December 2016. The bills on Abstract Sheets #008 for General Fund in the amount of \$34,052.25, Sewer Fund in the amount of \$10,388.53, Capital Funds in the amount of \$65,201.63, and Trust & Agency in the amount of \$316.62 were audited. The bills totaled \$109,959.03. The Board received the Police Report for the months of November 2016 & December 2016 from Police Chief Robert Wicks. The Board also received the Building Inspectors Report for the month of December 2016 from Building Inspector Bill Reagan. The Board acknowledged receipt of the minutes of the Town Board meetings for December 2016. The financial statements as submitted by Village Treasurer Nino Provvidenti for December 2016 were given to the Board for their review. Trustee Tallman made a motion to approve the consent agenda. The motion was seconded by Trustee Cox. 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.

REVIEW EMPLOYEE HANDBOOK – ADD

FLEX TIME: Trustee Cox made a motion to approve a review of the Village of Marcellus Employee Handbook by the Village Board. The Handbook went into effect on February 1, 2013 and the Board conducts a review of the handbook annually. A copy of the handbook is on file in the Village Office for public inspection. This year, as part of the review the Board decided to add the following guidelines for “flex time”.

Flex time is earned in straight time only.

All Flex time must be used within the same pay period in which it is accumulated.

Any unused flex time will be forfeited if not used within the same pay period in which it is accumulated.

An employee may choose to opt-out of taking flex time.

The motion was seconded by Trustee Tallman. Mayor Curtin asked if there was any discussion on the updating the Employee Handbook. 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, because of the change in ownership from Time Warner Cable, and 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 Cox. 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 Cox made a motion to approve 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 on the budget modifications. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**ANNOUNCE
VILLAGE
MEETINGS:**

Trustee Tallman announced that the Village Clerk had printed copies of future meeting dates for the Village for the residents and asked residents to please note that the Village Offices will be closed on Monday, February 20th in recognition of Presidents Day and the second meeting of the Olde Home Days Committee will take place on Thursday, February 2 in the village board room.

**Updates by the
Mayor:**

Mayor Curtin provided updates on the following subjects:

- a. Police Department – In mid January 2017, the Village Police Department and SROs participated in a school-wide lockdown drill at each of the schools in the Marcellus Central School District. The Chief reported that the drill was very successful and a tribute to the cooperation that continues between the Village and the School District.
- b. Another Police Update – the Prescription /Drug Drop-Off Box located in the lobby of the Village Hall continues to be a welcome addition. Many individuals have taken advantage of fusing the drop-off box to dispose of prescription or other drugs anonymously. The Onondaga County Health Department stops by monthly to pick up and properly dispose of the items. Chief Wicks also announced that the Police Department will continue to collect needles and syringes that are brought to the police department. A drop-off box for needle and syringe disposal will also be set up within the next few months.
- c. F.O.G. (Fats, Oils, Grease) – in the wastewater will continue to be on the WPCP's agenda in the months ahead. The Board continues to provide a flyer that emphasizes the need to keep Fats, Oils and Grease out of the sanitary sewer system. The Wastewater Department previously sent a letter to all businesses in the Village making them aware of the responsibilities that they have in dealing with fats, oils and grease.
- d. No Parking – The Board continues to alert residents that there is no parking on any of the Village streets, from 2 a.m. to 7 a.m., from November 1st to April 1st so that the highway crew can plow snow.
- e. Snow Plowing – The Board continues 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 snow plow 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 MUST 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.
- f. Waste Water Treatment Plant – The Board is still in the process of making a decision regarding a major upgrade to the Village's Waste Water Treatment Plant, to meet the DEC mandate of treating the removal of phosphorus from the plant's effluent. At the February board meeting, the Board intends to conduct a public hearing to alert the residents of the need to borrow \$5.6 million in order to comply with the State mandates.
- g. Planning Board – has not met recently due to a lack of requests from property owners.
- h. Creek Walk Project – continues to move ahead. There are a few items that the Village employees will take care of in the Spring, including some railing, sign purchase and installation, as well as plantings along the trail. There remains an eight-foot wide section of the trail to be constructed behind the McClurg Building on Main Street. This will require a retaining wall to be built, along with asphalt paving, concrete work and pavement striping, which will be competitively bid in the Winter of 2017, for construction in the Spring.
- i. Olde Home Days – June 2nd, 3rd, and 4th – the first meeting was held on January 5, 2017, and the next meeting will be held on February 2, 2017 in the Village Board Room at 7 p.m.

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 Cox made the motion to adjourn, seconded by Trustee Tallman. Mayor Curtin called for a vote. All board members voted aye and the motion carried. Mayor Curtin thanked everyone for coming to the meeting.

The Regular Board Meeting was adjourned at 7:09 p.m.