

**REGULAR MEETING OF THE VILLAGE BOARD  
OF THE VILLAGE OF MARCELLUS HELD ON  
JANUARY 23, 2023 AT THE VILLAGE HALL**

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

**ABSENT:** None

Mayor Curtin asked for a motion to open the regular board meeting at 7:02pm following the public hearing held regarding Local Law #1 of 2023. Trustee Manahan made the motion, seconded by Trustee Murphy. Mayor Curtin called for a vote, all board members voted aye and the meeting was opened.

**ADOPT LL#1  
OF 2023:**

Trustee Murphy made a motion to adopt Local Law #1 of 2023, Updating the Code Enforcement Program in the Village of Marcellus. The motion was seconded by Trustee Manahan. Mayor Curtin asked if there was any discussion on the matter. Hearing none, 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 regular board meeting for the month of December 2022. The bills on Abstract Sheets #008 for General Fund in the amount of \$21,800.00, Sewer Fund in the amount of \$20,048.82, Capital Funds in the amount of \$0.00 and Trust & Agency in the amount of \$77,278.00 were audited. The bills totaled \$119,127.39. The Board received the Police Report for the month of December 2022 from Chief Bernie Podsiedlik, and the Building Inspectors Report for the month of December 2022 from Code Official Bill Reagan. The Board acknowledged receipt of the minutes of the Town Board meetings for December 2022. The financial statements as submitted by Village Treasurer Nino Provvidenti for December 2022 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 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 OF EMPLOYEE**

**HANDBOOK:** Trustee Murphy made a motion to approve 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. This year, as part of the review, the Board has decided not to amend the handbook but to approve those changes that have been already every year since 2014. The motion was seconded by Trustee Manahan. 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.

**SEWER AND REFUSE BILLING**

**ERROR:** Trustee Manahan made a motion to table this item since there appeared to be no errors to review at this time. The motion was seconded by Trustee Murphy. 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.

**PLANNING BOARD**

**MEETING:** Trustee Murphy announced on behalf of the Village Planning Board Chair, that the Planning Board is scheduled to discuss an amendment to the Design Guidelines in the Code of the Village of Marcellus. In light of the recent controversy regarding the color scheme used on a property in the Village Center and the fact that the Design Guidelines in the Village Code are not legally enforceable, the Village Board and the Planning Board will begin to draft an amendment to the Code that will make guidelines for properties in the Village Center mandatory. The discussion is scheduled to take place at 7pm on February 15, 2023, at the Village Hall, during the Planning Board's regular monthly meeting.

## ONONDAGA COUNTY DOT FUEL

**CONTRACT:** Trustee Manahan made a motion to recognize 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. The motion was seconded by Trustee Murphy. 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.

## BUDGET

### MODIFICATIONS:

Trustee Murphy made a motion to approve budget modifications for December 2022 requested by the Village Treasurer transferring revenues and appropriations in the General and Sewer Funds. The motion was seconded by Trustee Manahan. 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 Manahan made note of the list of those meetings scheduled for February 2023, which is provided for those so interested – please note that the Village Offices will be closed on Monday, February 20<sup>th</sup> for the Presidents’ Day Holiday – there is **NO** trash delay because of this holiday. Also, the next meeting of the Olde Home Days Committee, 2023, will take place on Monday, February 9 at Village Hall, at 5:30 p.m.

## 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. We would also announce that complimentary containers, specifically designed for the disposal of used needles and syringes, are available from the Village Clerk, while supplies last.
- b. F.O.G. (Fats, Oils, Grease) – in the wastewater is a topic that had been much discussed and will continue to be on the WPCP’s agenda in the months ahead. We continue to provide a flyer that emphasizes the need to keep Fats, Oils and Grease out of the sanitary sewer system.
- c. No Parking – November 1st to April 1st – the public should know as of November 1, 2022, 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, 2023. 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.
- d. 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, accidentally, must be removed before finishing the job.

- e. 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 for residents and includes the following.

- The New York Housing Compact
- Major Public Safety Initiatives and Investments
- Fix New York's Continuum of Mental; Health Care
- Raise the Minimum Wage Annually
- Cap-and-Invest Program to Combat Climate Change
- Make Child care More Affordable, Accessible, and Fair

One of the key proposals announced by Governor Hochul in her recent State of the State address is the "New York Housing Compact." If enacted, this redesign of the land use approval process in New York – which would allow the State, in certain circumstances, to override local zoning laws – would have far-reaching impacts on every city and village in New York State.

(Details of these highlights can be found on line at <https://www.governor.ny.gov/programs/2023-state-state>)

- f. F.O.G.'s - 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 doesn't 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!
- g. Planning Board – again, we make mention of the fact that members of the Planning Board at its regular monthly meeting on February 15, 2023, will discuss an amendment to the Design Guidelines.
- h. Baltimore Ridge Development – continues to move along, and as of this date, all permits have been issued, and development of the site began with the construction of an entrance road, the clearing of a number of trees, and the building of the required storm water detention pond. In addition, sight distance conditions on South Street Road, as required by Onondaga County DOT, have been met and the installation of utilities (water, sewer, cable, telephone, electric and gas) is complete. Construction of two houses has also begun. The utilities, roads and sewer infrastructure have not yet been turned over to the Village, and probably not until the spring will this take place. We might also mention that the lighting in the development, about which we have received many complaints as to the brightness of the lighting, has been resolved. The

Village recently resolved this issue by having its electrician reduce the lumens and brightness considerably.

- i. The 2021-2022 Main St Grant Program and the 18 projects which were awarded almost \$500,000 for façade improvement is nearly complete, several needing to be finalized when the weather cooperates in the spring. There are 18 projects included in the Village Center and it is sure to make a significant impact on the community. These projects will have to follow all normal application and permitting requirements, and some may be referred to the Planning Board as the process unfolds. The Village is most grateful to County Executive Ryan McMahan and the Office of Community Development as well as the Onondaga County Legislature for providing funds to help revitalize and beautify many parts of the Village of Marcellus, as they did last year when 14 Village properties were awarded almost \$300,000 under the County Main Street Façade Grant program.
- j. 2023 Onondaga County Main Street Funding Program - County Executive Ryan McMahan and the Onondaga County Legislature will again provide additional funding for local revitalization efforts in the Main Street areas in the Village in the 2023 calendar year. The Village is preparing an application to be submitted to Onondaga County by January 27, 2023. Details of the program are on file for public inspection in the Village Office.
- k. Olde Home Days, 2023 (June 2, June 3 and 4) – the Marcellus Rotary Club and the OHD Committee have begun planning the 2023 OHD event to be held the weekend of June 2-4. 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](mailto:charnleyabbott@gmail.com).
- l. Green Gateway Project – 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. Printed copies of a project summary are provided for the benefit of residents and are available in the Village office, as well as on the Village website (click on <http://villageofmarcellus.com> and then on News, then Village News. While the coronavirus has interrupted and delayed our plans, the Village, and the students at MCS continue working on the site and it is hoped that conditions will soon improve so that the project will begin anew in the months ahead.
- m. New Business in the Village – an ice cream-deli shop is expected to open soon at #2 East Main. We welcome new businesses to the Village and encourage our residents to patronize them. We also lament the loss of the Main Street Pharmacy and Boise’s Café and there are rumors that other businesses will fill the void in the near future.
- n. The Marcellus Loan Closet - is an organization whose origin dates back to World War II, and which group provides medical equipment on loan to residents in the Marcellus community. Recently, the organization found it necessary to relocate its storage facility because of the closing of the Marcellus Pharmacy. With volunteer construction provided by Marcellus Village and Town employees, and all material costs provided by the Loan Coset, a shed next to the Village DPW Barn to house the Loan Closet equipment was built. The Loan Closet is now fully operational, and we would like to take this opportunity to thank the Town and Village employees who volunteered their time for such a worthy cause and to Charnley Abbott, who has agreed to answer calls for equipment and provide much appreciated assistance in providing the same.
- o. Notice of Vacancy - The Village of Marcellus is seeking a qualified applicant to fill the position of Code Enforcement Officer/ Building

Safety Inspector. This would be a part time position, 12-16 hours per week, \$22-\$26 per hour. The contact person for the position is the Marcellus Village Clerk, Charnley Abbott, 6 Slocombe Avenue, Marcellus, NY 13108, 315-673-3112. Information regarding the position can also be found on the Village Website.

**DESCRIPTION:** Inspection of buildings for compliance with building codes, fire codes and other related codes & regulations as applicable. The position does involve a high degree of responsibility since error in judgment might endanger the lives of village inhabitants. The work involves inspection and administrative work to assure compliance with the NYS Uniform Code, The Code of the Village of Marcellus, and other State and Federal regulations.

**ACCEPTABLE EXPERIENCE AND TRAINING:** Graduation from High School or possession of a High School Equivalency diploma and two (2) years of experience conducting fire prevention inspections, building inspections, or inspections in a closely related field. Building Safety Inspector or Code Enforcement Officer Certification preferred. New York State Certification as Building Safety Inspector required within one year of appointment and throughout tenure. New York State Certification as a Code Enforcement Officer required within eighteen (18) months from date of permanent appointment and throughout tenure.

**SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATION:** Possession of a valid New York State Driver's License.

**REQUIRED KNOWLEDGE SKILLS AND ABILITIES:** Interested applicants should have working knowledge of the Building, Fire and Property Maintenance Codes of New York State; Good knowledge of the provisions of the Multiple Residence Law; Ability to establish and maintain cooperative relations with the public, contractors and public officials; Ability to read plans and specifications; Courtesy; Firmness; Tact; Good judgment; Good powers of observation; Good physical condition; Ability to use computer software for word processing and data managing; Ability to communicate effectively both orally and in writing.

**PHYSICAL REQUIREMENTS:** While performing the essential functions of this job some tasks involve the ability to exert very moderate physical effort in light work, typically involving some combination of sitting, bending, standing and/or walking.

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 Murphy made the motion to adjourn, seconded by Trustee Manahan. Mayor Curtin called for a vote. All board members voted aye and the motion carried.

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

---

Charnley A. Abbott, Village Clerk