**REGULAR MEETING OF THE VILLAGE BOARD**

**OF THE VILLAGE OF MARCELLUS HELD ON**

**JULY 30, 2018 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 informational 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 meeting was opened.

**NOTICE:** Charnley Abbott, Village Clerk, read the newsletter notice to inform those in attendance that the Highland Drive Drainage Study, promised at our January 2018 meeting, has been completed, and to inform them of the findings.

**COMMENTS BY THE**

**MAYOR:** Mayor Curtin informed those in attendance of the purpose of the meeting and the agenda to be followed:

1. The purpose of the meeting is to discuss the Highland Drainage Study, a study authorized by the Village Board in January 2018, and recently completed by Village Engineers, MRB Group.

b. In light of the flooding that has occurred in the Village, the Board hired the MRB Engineering Firm to conduct a drainage study for the area of Highland Drive - which basically affects most, if not all of the neighboring properties on Second Street, Meadow Street, Reed Street, Reed Parkway and First Street.

1. The firm built off a drainage study conducted back in 1997, considered changes in the areas upland of Highland Drive and developed potential improvements for the Village to consider. MRB was hired to perform a topographical survey of the storm system and immediate surrounding area on the west side of Highland Drive and the Reed Parkway storm systems, set up a base map of the Village’s storm sewer system, conduct a hydrologic analysis of the contributing watershed area to determine the peak flow rate during the 2-, 5-, 10- and 50 year storm events at various inflow points into the Highland-Reed drainage system, and create a hydraulic model of the Highland-Reed drainage systems, and determine the impacts to the system under the peak flow rates.

d. The study developed alternatives to control the flow to and along Highland Drive and elsewhere in the drainage system along Reed Parkway and mitigate the overflowing during heavy storms that causes drainage issues for residents.

e. MRB also estimated probable material and construction costs for each of the potential improvements. It should be noted that this is just a study, a necessary first step, which will lead, hopefully, to the development of long term operation and maintenance requirements for all property owners in the area. This is a problem that has affected many Village residents for a number of years – Marcellus lies in a valley and all storm water when it leaves the surrounding hills greatly affects those who live at the bottom of the valley. In addition, the storm water damages private property, not public rights of way.

f. MRB Group Representatives and Village of Marcellus Representatives were in attendance with the results of the study.

(1) From MRB Group – Tom Fromberger

(2) From MRB Group – James Janulis

(3) From Village of Marcellus – Jim LaRose

(4) From Village of Marcellus – John Holmes

(5) From Village of Marcellus – Mallory Reedy

**MRB:** A presentation was made by MRB Group Representatives Fromberger and Janulis to inform residents of the findings of the study. See attached.

**QUESTIONS FROM THE**

**PUBLIC:** Mayor Curtin and the MRB Group asked the public if they had any questions. Andy Nye, of 1 Highland Drive, expressed concern that his residence, located on the west side of the street, and at the very end, did not seem to be represented in the study, and that the water coming from uphill affects his backyard frequently. He asked if the proposed solutions would be helpful to the residents on the west side of Highland Drive, where the water coming from uphill needs to be collected and diverted. MRB Group has assured him that they will address his concern in their continued efforts to assist the Village and its residents with the problem.

**FINAL COMMENTS FROM THE**

**MAYOR:** Mayor Curtin reminded all in attendance that this is an ongoing study, and tonight’s meeting was just a first step to address the situation.

Mayor Curtin asked for a motion to adjourn the informational meeting at 7:34pm and open the regular Village Board Meeting. 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 regular board meeting for the month of June 2018. The bills on Abstract Sheets #002 for General Fund in the amount of $102,990.13, Water Fund in the amount of $16,530.89, Sewer Fund in the amount of $326,222.63, Capital Funds in the amount of $557.50, and Trust & Agency in the amounts of $5,252.01 were audited. The bills totaled $451,553.16. The Board received the Police Report for the months of June 2018 from Police Chief Robert Wicks. The Board also received the Building Inspectors Report for the month of June 2018 from Building Inspector Bill Reagan. The Board acknowledged receipt of the minutes of the Town Board meetings for June 2018. The financial statements as submitted by Village Treasurer Nino Provvidenti for May 2018 and 2017 – 2018 Fiscal Year – End, and General Fund only for June 2018 were given to the Board for their review. Trustee O’Hara made a motion to approve the consent agenda. The motion was seconded by Mayor Curtin. 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.

**VILLAGE CLERK**

**RESIGNATION**: Mayor Curtin made a motion to accept the resignation, after almost 23 years as full time Village Clerk, of Dawn O’Hara and to accept her request to remain as a part time employee, at a current salary of $25.75 per hour while a replacement is being trained. 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.

**APPOINTMENT OF**

**NEW VILLAGE**

**CLERK:** Mayor Curtain made a motion to appoint, with Board approval, Charnley Abbott as full time Village Clerk at an hourly salary of $17.00 per hour. He went on to say that Charnley comes to us from the private sector and the Board is most fortunate to have obtained her services. She has worked with Dawn during the month of July, learning the duties of the Village Clerk and transitioning into the position. Her appointment will include a probationary period of 3 to 6 months, as determined by the Board, after which the position will become a permanent and salaried one, which salary will be determined following the provisional phase. 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.

**PROCLAMATION**: A motion offered by Trustee Sara N. Tallman, who moved its adoption, seconded by Mayor John P. Curtin, to wit: WHEREAS, the Board of Trustees of the Village of Marcellus would like to recognize the outstanding achievements of Dawn O’Hara during her 23-year tenure as an employee and as Clerk of the Village of Marcellus and, WHEREAS, the leadership of Dawn O’Hara is evident in the many accomplishments that have occurred in the Village of Marcellus during her tenure and, WHEREAS, the guidance and advice of Dawn O’Hara, during the terms of three Village Mayors and seven Village Administrations, will continue to be evident in many of the projects that have been and will continue to be realized in the Village of Marcellus and, WHEREAS, the contributions of Dawn O’Hara to this community, both as a public servant and as a person, should not go unrecognized in the Village of Marcellus, NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Marcellus commends Dawn O’Hara for the tireless service she extended to her community and to mankind.

**CREATE NEW POLICE**

**POSITIONS**: Trustee Tallman made a motion to create, at the request of Police Chief Wicks, another Police Sergeant position and another Police Officer position in the Marcellus Police Department. The motion was seconded by Trustee O’Hara. Mayor Curtin asked if there was any discussion on the matter. Hearing none, Mayor Curtin called for a vote. All board members voted and the motion carried.

**POLICE OFFICER NEW**

**HIRES:** Mayor Curtin made a motion to appoint three new officers to the Marcellus Police Department, including Officer Andrea Bastedo who will serve as a Village Sergeant and as a School Resource Officer at Lyncourt School District, following her retirement and a distinguished career at the Onondaga County Sheriff’s Department. Officer Jerome Pristash will serve as a Village Patrolman and as a School Resource Officer at Onondaga Central School District, following his retirement and a distinguished career with the New York State Police. Also, Officer Karen Munroe will serve on Village Patrol and as a School Resource Officer at KCH Elementary School in the Marcellus School District, following her retirement and a distinguished career at the Onondaga County Sheriff’s Department. These appointments will be effective on August 6, 2018 and at a rate of $20.64 per hour for Sergeant’s position and $18.95 per hour for patrol. Lyncourt School District as well as Onondaga Central School District will determine the rate per hour as a School Resource Officer and will also provide the salary for each officer. Officer Munroe’s salary as an SRO will be $28.00 per hour. As part of the shared services mandate, our Police Department is assisting the school districts noted with police administrative responsibilities, and supervision particularly in matters related to any criminal activity. Our Police Department has the ability to facilitate this, providing such services that would not be otherwise available to them. The motion was seconded by Trustee O’Hara. Mayor Curtin asked if there was any discussion on this matter. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion was carried.

**MONTHLY CELL PHONE STIPEND – F/T**

**EMPLOYEES:** Trustee Tallman made a motion offering the continuation of a fixed monthly cell phone stipend of $30.00 per month, established in 2016, for full-time employees only. This allows full time employees of the Village the option of carrying only one phone, rather than two phones – one for the Village and one for personal use. The motion was seconded by Trustee O’Hara. Mayor Curtin asked if there was any discussion on the stipend. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

**SEQR**

**RESOLUTION:** Trustee Tallman made a motion to authorize the Mayor to sign a short environmental assessment form, and a resolution determining that the upgrades proposed by the Village on Chrisler Street, relative to the installation of new historic LED lampposts, the construction of new sidewalk and the construction of a pathway extending from the end of Chrisler Street to the proposed library parking lot, all of which would occur within the Village right-of-way in the Village of Marcellus, New York, constitutes an unlisted action under the NYS Environmental Quality Review Act, will not result in any significant adverse impact on the environment, and thereby results in a negative declaration. The motion was seconded by Trustee O’Hara. Mayor Curtin asked if there was any discussion on this matter. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion was carried.

**CHARTER COMMUNICATIONS CABLE 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. 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 Tallman made a motion to approve budget modifications requested by the Village Treasurer transferring revenues and appropriations in the General and Sewer Funds for May 2018 and 2017 – 2018 Fiscal Year – End, and General Fund only for June 2018. The motion was seconded by Trustee O’Hara. 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 of the Village for the residents. He asked residents to please note that July is Battery Collection Month. Residents should place old alkaline batteries into special yellow bags and place them on top of a closed trash can. Battery bags should not be placed in the blue bin. He also mentioned that there are still Summer Community Concerts at Marcellus Park on Thursday evenings from 7 – 8:30 p.m. at the Annex Pavilion. The concerts are free and appropriate for the entire family.

**UPDATES BY THE**

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

* 1. Treatment Plant Upgrade – the $7 million treatment plant upgrade mandated by NYSDEC to remove phosphorus from the plant’s effluent is well underway. Construction of two new clarifiers, a new UV tank, a new head works building and modifications to the control building are in progress and on schedule. The financing package includes a $5,202,600 short term (30 year), interest-free hardship loan and a $1,379,900 WIIA Grant (formerly called a NYS Water Grant) along with an $80,000 WQIP #11 grant, a $1,000,000 WQIP #14 Grant and an anticipated $250,000 SAM Grant. In anticipation of this expense, the Village Board has increased the sewer rents significantly within the last two years. Having raised sewer rents to offset the cost of design and construction will enable the Village to meet the mandated requirements for phosphorus removal. However, in January 2019, we anticipate another sewer rent increase of approximately 30%. This will mean a minimum quarterly sewer rate, for Village sewer users, of $98.25 (from $75.00) and an annual cost of $541.39 (from $413.13). The annual cost for outside users is anticipated to be $676.74 (from $516.41). In order to prepare our Treatment Plant for operation well into the 21st century, these increases, while hefty, are unavoidable.
  2. Brush Pick-up – as was mentioned at earlier meetings, the Village Board and DPW are continuing the policy begun last year, for the 2018 Brush Pickup. Spring brush lasted from April 3rd to May 8th. 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 of those summer months. Village residents should not put yard waste out to the curb for pick-up until then. They are welcome to bring debris to the compost pile next to the Highway garage. Also, please do not sweep yard debris into the road. This often causes storm sewers to become obstructed.
  3. Creek Walk Benches – recently, the Village of Marcellus became the recipient of five (5) wooden benches that were constructed as a service project by members of the Rotary Youth International. The Village is most grateful for the generosity of Rotary International and its youth leadership group. The benches have been placed strategically along the Village creek walk (Fred’s Trail) and are not only a practical amenity to the trail, but offer an aesthetic addition to this nature walk. If some residents are not familiar with Fred’s Trail, we urge them to click on the Village website and then on Village News.
  4. Code Enforcement and Officer – inspections continue for house renovations, sheds and decks and unlicensed vehicles. In addition, several properties have been cited for lack of property maintenance including uncut grass, unsanitary dog deposits as well as some buildings in need of repair or painting.
  5. Compost Project – compost continues to be available for residents and if any residents cannot pick up compost during normal business hours, please call the Treatment Plant (315-673-4491) to make an appointment with one of the operators. The operators are available to answer questions and to help load compost for residents.
  6. Street and Sidewalk Repair, Tree Removal and Plantings – per the D.P.W. chief’s recommendation, Wilson Drive and Dunlap Avenue have been reconstructed this summer – as well as micro fiber treatment on South and Reed Streets and perhaps Bradley and Park Streets. Budgetary constraints have limited the ability of the Village Board to add other street repairs in this year’s budget. Also, sidewalk repairs will be made to selected areas on South Street and Main Street and Chrisler Street, if funds are available for the latter.
  7. Planning Board – met recently to discuss a lot line adjustment and Site Plan Review
  8. Olde Home Days – the board thanked the Olde Home Days Committee for its generous donation of $1,000 to the Village and its beautification fund. As it has done for a number of years, the OHD Committee, following a successful celebration, donates funds to both the Village and the Town of Marcellus for all of the efforts that both municipalities extend in helping to ensure a successful event. On behalf of the Village Board, Mayor Curtain again thanked the OHD Committee for its generosity as well as for all of the time and effort that members of the Committee, past and present, put forth in helping to keep this notable celebration as successful as it has been for the last two decades.
  9. Other – Trustee O’Hara thanked residents and the Village and Town Boards, particularly the Village Highway Department, Town Parks and Recreation Department, and Highway Superintendant Don Maclachlan, for their help in conducting a very successful “Teal There’s A Cure” race. This year’s event raised approximately $30,000, with a ten year combined total of approximately $365,000. Mayor Curtin also announced that, after a lengthy conversation with the NYSDOT, a number of the iridescent/fluorescent signs on North Street, which seem to have caused more concern than providing safety crossings, will be removed – perhaps half of them.

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. There were none. Hearing none, Trustee Tallman made the motion to adjourn the meeting, 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 7:53 p.m.

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Charnley A. Abbott, Village Clerk