

**REGULAR MEETING OF THE VILLAGE BOARD
OF THE VILLAGE OF MARCELLUS HELD ON
MAY 21, 2018 AT THE VILLAGE HALL**

PRESENT: John P. Curtin, Mayor See List
Sara N. Tallman, Trustee
Kevin F. O'Hara, Trustee

ABSENT: Jeff Brown, Attorney

Mayor Curtin asked for a motion to open the regular board meeting at 7:00pm. Trustee Tallman made the motion, seconded by Trustee O'Hara. 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 April 2018, along with the minutes for the Annual Meeting and Tentative Budget Meeting. The bills on Abstract Sheets #012 for General Fund in the amount of \$26,579.73, Sewer Fund in the amount of \$13,199.52, and Capital Funds in the amount of \$157,891.22 were audited. The bills totaled \$197,670.47. The Board received the Police Report for the months of April 2018 from Police Chief Robert Wicks. The Board also received the Building Inspectors Report for the month of April 2018 from Building Inspector Bill Reagan. The Board acknowledged receipt of the minutes of the Town Board meetings for April 2018. The financial statements as submitted by Village Treasurer Nino Provvidenti for April 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 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.

RELEVY OF UNPAIDS:

Trustee Tallman made a motion to have the outstanding utility bills for sewer and refuse charges re-levied to the Village of Marcellus property tax bills. The amount being re-levied to the Village taxes for 2018 – 2019 is \$61,485.74. Trustee Tallman informed the public that in 2017 the amount relevied was \$62,899.08, in 2016 the amount relevied was \$49,248.41, in 2015 - \$47,954.00, in 2014 - \$45,533.15, and in 2013 - \$49,517.33. Trustee Tallman also included in the motion the re-levy of special assessments for unpaid vacant dwelling registrations from four separate properties, totaling \$6,000.00 and property maintenance fees, totaling \$469.12, to the Village of Marcellus property tax bills. The motion was seconded by Trustee O'Hara. Mayor Curtin asked if there was any discussion on relevying the unpaid charges to the taxes. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried. Mayor Curtin also informed the public that Onondaga County had reimbursed the relevy of special assessment costs associated with the Crown Mill from last year in the amount of \$87,733.55.

REVIEW DRIVING

POLICY: Trustee O'Hara explained that the safety and well-being of Village employees and village residents is very important to the Village and that the Board of Trustees desires to protect employees and community members while on the road. Trustee O'Hara made a motion to require all employees of the Village who drive Village-owned vehicles to follow the Village of Marcellus Driving Policy, originally adopted in May of 2013 and updated in 2018. A copy of the Policy is on file in the Village Office. The motion was seconded by Trustee Tallman. Mayor Curtin asked if there was any discussion on policy. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

AWARD OR REJECT BIDS FOR WWTP PLUMING & LED

CONVERSION: Trustee Tallman informed the public that bid openings were held for WWTP Improvements Plumbing Contract and LED Conversion on May 16, 2018 and made a motion to authorize the Mayor to sign the contract agreement for the Plumbing Contract only. The Plumbing Contract was awarded to SRG Group in the amount of \$104,500 of Syracuse, NY, after the apparent low bidder, Erie Mechanical, requested to have their bid withdrawn, due to errors in their bid and in consideration of their anticipated schedule. Trustee Tallman informed the public that Caccamise Electric of Rochester, NY was the apparent low bidder for the LED Conversion Electrical Contract in the amount of \$57,429 and made a motion to table the LED Conversion Contract until the June Board meeting, when the Village of Marcellus will be under contract with NYSERDA for the Clean Energy Communities Grant. Work cannot begin on the LED Conversion Project until the contract between the Village and NYSERDA is finalized. The motions were seconded by Trustee O'Hara. Mayor Curtin asked if there was any discussion on the contracts. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

WWTP IMPROVEMENTS

ADDENDUM#1: Trustee O'Hara made a motion to authorize the Mayor to sign an amendment to the MRB Group Contract for the Wastewater Treatment Improvement Project, relative to special inspection and structural testing services which are required per the Building Code. MRB solicited and acquired services from the most qualified competitive bidder, CME Associates, which is a certified WBE company. The contract will cover the estimated cost for on-site special inspections testing for materials and structural testing by CME. Services by CME were budgeted for as part of the project contingency in the overall project budget. The addendum will amend the engineering additional services line item to add an additional \$55,000 for testing services. The motion was seconded by Trustee Tallman. 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.

ANNUAL STORMWATER

REPORT: Trustee Tallman mentioned that at the April 2018 board meeting, the Board approved a proposal from W-M Engineering to prepare the Annual Storm Water Report at a cost of \$500. Trustee Tallman made a motion to accept the Annual Storm Water Report as completed by the W-M Engineering. The Board thanked Bill Reagan and Kurt Field for supplying W-M Engineering with essential data needed to complete the report. The motion was seconded by Trustee O'Hara. Mayor Curtin asked if there was any discussion on the report. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

CHARTER COMMUNICATIONS CABLE FRANCHISE

AGREEMENT: Trustee O'Hara 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. Attorney Brown advised the Board in January 2018 that it may be best for the Village to continue to operate under the existing franchise agreement, which is "grandfathered" in. The motion was seconded by Trustee Tallman. 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. 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 O'Hara 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 Marcellus Olde Home Days, sponsored by the Village and Town, were scheduled for June 1, 2 and 3, 2017. The Village Office will be closed for the Memorial Day Holiday and Parade on May 28th and for Independence Day on July 4th. A Village-wide garage sale is planned for Saturday, July 14th from 9 a.m. to 3 p.m. Garage Sale Permits will not be required that day.

Updates by the Mayor:

Mayor Curtin provided updates on the following subjects:

- a. Code Officer and Fire Inspector – fire inspections, rental registrations and vacant property registrations continue.
- b. Pedestrian Signs, Benches, Banners and Flags – have been re-installed on Main Street and elsewhere by the DPW Department. Mayor Curtin thanked the DPW employees for their hard work re-installing the banners and flags and to the Banner and Flag Committee, headed by Bob Wilson, for their efforts in helping beautify the Village.
- c. Compost at the Treatment Plant – at the Treatment Plant, will be available on a first-come, first-serve basis. However, due to the construction at the plant, residents are asked to call the treatment plant to make an appointment to arrange for pickup for compost.
- d. WWTP Upgrades – Upgrades have begun. Construction is expected to take place for the next year but the Board does not anticipate and interruption or inconvenience in operation of the plant.
- e. Olde Home Days – is planned for June 1st, 2nd, and 3rd in the Village and Town. Mayor Curtin urged the public to participate in the event. Banners, placemats and poster were installed and distributed during the first week of May. Advanced ride tickets are available at Reagan Agency, Alvord House, Main Street Pharmacy, as well as the Village and Town offices. Health and Dental Professionals, Dr. Andrew Merritt and Dr. Edward Kantor, were selected to be

Grand Marshals for the Parade. On behalf of the Board, Mayor Curtin offered sincere congratulations to both of them for the distinguished honor.

- f. 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 historic lights, along with the coach lights on Kinderwood Drive to direct wire LED type fixtures. The bid will not be awarded until a contract has been executed with NYSERDA (New York State Research and Development Authority), the agency that awarded the grant.
- g. Creek Walk – Fred’s Trail has officially re-opened for the public. The DPW completed some very minor repairs to the trail. With the warmer weather now here, the Board hopes that many will take advantage of the trail. For residents unfamiliar with the project, click on the Village website, <http://villageofmarcellus.com>, then on creekwalk news.
- h. Street repairs, Tree Removals, Sidewalks – per the DPW Superintendent’s schedule, repairs will be made to Dunlap Avenue and Wilson Drive, as well as, South Street and Reed Street, Some new sidewalk will also be installed on South Street, pending budgetary consideration.
- i. Flower Boxes – The new flower boxes that were constructed by Kyle Denka as part of his Eagle Scout project weathered well over the winter. The boxes were again filled using compost from WPCP, revealing yet again the value of the compost. As in past years, Kathy Welsh will be instrumental in the planting of the boxes using flowers that she grew from seed, as well as some that the Village purchased.
- j. SRO Contract – with the Marcellus Central School District has been completed and is or will be in the hands of the Marcellus School Board. Details of the contract, which will provide three (3) Village police officers (SRO) on the Marcellus Central School Campus, are provided in the agreement, and may be subject to slight change before final approval by both parties.
- k. Earth Day Cleanup – in the Village took place on May 3rd and the 3rd graders at Heffernan Elementary School will spread out across the Village to help in the cleanup. The Village provided gloves and bags for the cleanup and the Board again thanked, Nojaims Grocery for providing refreshments for the students. The Board also thanked, in advance, the students and staff at KCH for helping make the annual event a success.
- l. Memorial Day – parade and ceremonies are planned for Monday, May 28th. The Board urged residents to attend the annual event. The Village Office will be closed to observe the holiday.
- m. Village Web Site – Village Clerk Dawn O’Hara regularly updates the website. Mayor Curtin asked resident to contact the Village Office if there are items that residents feel should be included on the website,.

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 7:20 p.m.

Dawn M. O’Hara, Village Clerk