

**REGULAR MEETING OF THE VILLAGE BOARD  
OF THE VILLAGE OF MARCELLUS HELD ON  
MAY 23, 2022 AT THE VILLAGE HALL**

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

See List

Mayor Curtin opened the meeting at 7:00 pm and began with the Pledge of Allegiance.

**CONSENT  
AGENDA:**

The Village Clerk submitted the minutes of the last regular board meeting for the month of April 2022. The bills on Abstract Sheets #012 for General Fund in the amount of \$18,943.56, Sewer Fund in the amount of \$88,891.05, Capital Funds in the amount of \$202.50, and Trust and Agency Funds in the amount of \$0.00 were audited. The bills totaled \$42,037.11. The Board received the Police Report for the month of April 2022 from Chief Podsiedlik. The Board received the Building Inspectors Report for the month of April 2022 from Code Official Bill Reagan. The Board acknowledged receipt of the minutes of the Town Board meetings for April 2022. The financial statements as submitted by Village Treasurer Nino Provvidenti for April 2022 were given to the Board for its 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.

**UTILITY  
BILLS:**

Trustee Murphy a motion to have the outstanding utility bills (refuse and sewage) re-levied to the Village of Marcellus property tax bills. The amount being re-levied to the taxes is **\$57,050.29**, significantly less than last year. Last year was the first re-levy we had in two years – in 2019, there was a computer glitch and in 2020, the ongoing health Covid crisis delayed a re-levy. The amount re-levied in 2018, by contrast, was \$61,485.74, and in 2017 was \$62,899.08. This motion also includes a motion to re-levy special assessments totaling **\$2,000.00** for unpaid vacant dwelling registration fees (from one individual property). 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.

**REVIEW VILLAGE EMPLOYEE DRIVING**

**POLICY:** Trustee Manahan stated that because the safety and well-being of our employees, as well as that of our residents is very important to the Village, the Board of Trustees desires to protect employees and community members while on the road and reviews the driving policy each year. Trustee Manahan made a motion to require all employees of the Village who drive Village-owned vehicles to follow the Village of Marcellus Driving Policy, a copy of which is on file in the Village Office. 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.

**ANNUAL STORMWATER**

**REPORT:** Trustee Murphy made a motion to review the first draft of the Annual Storm Water Report, which should be finalized by the June Board Meeting, following a final review by W-M Engineering. 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.

**IMA WITH ONONDAGA**

**COUNTY:** Trustee Manahan made a motion to table the 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 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.

#### **WILLIAMSON SOFTWARE**

**CONTRACTS:** Trustee Murphy made a motion to approve annual software support contracts with Williamson Law Book Company for municipal accounting (\$1,188.00), refuse/sewer billing (\$1,108.00), and payroll (\$1,108.00), totaling \$3,404.00, a 10% increase over last year. Another thing to note is that the Village continues to save money from having shared services with Onondaga County, relative to tax collection, which software the Village used to have to purchase from Williamson. 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.

#### **POLICE OFFICER**

**APPOINTMENT:** – Mayor Curtin made a motion to appoint another officer to the Marcellus Police Department. Officer Jamie O’Brien, presently a School Resource Officer at KCH Elementary School, will also serve as a Village Patrolman. This appointment will be effective on June 1, 2022, and his salary as a Marcellus Village Patrolman will be \$21.33 per hour. The Board is pleased to make this appointment and wishes Officer O’Brien continued success as a member of the Marcellus Police Department. 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.

#### **CERTIFICATE OF PUBLIC**

**SERVICE:** Trustee Murphy stated that since 1961, the Conference of Mayors has annually honored public officials who have served a single community for twenty-five years or more by awarding them a “Certificate of Public Service.” This year, another employee of the Village of Marcellus has earned such a certificate and that person is Jim LaRose, who has served as an employee of the Village of Marcellus Highway for the past 25 years and is currently the Deputy DPW Superintendent. Trustee Murphy made a motion to authorize the Mayor to present James LaRose, on behalf of the Village of Marcellus and the New York State Conference of Mayors, with a Certificate of Public Service in recognition of his distinguished public service to our community. 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.

#### **SCHOOL RESOURCE OFFICER**

**CONTRACTS:** Trustee Manahan made a motion to table until the next Board meeting the School Resource Officer Agreements between the Village of Marcellus, the Marcellus Central School District, the Lyncourt Union Free School District, the Tully Central School District and the Onondaga Central School District. 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.

#### **BUDGET**

##### **MODIFICATIONS:**

Trustee Murphy 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 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 stated that the Village Clerk has printed copies of future meeting dates for the Village for the benefit of residents, and made special notification that the Marcellus Olde Home Days, sponsored by the Marcellus Rotary Club, scheduled for June 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup>, 2022. In addition, the Village Office will be closed for the Memorial Day Holiday on

May 30<sup>th</sup> and June 20<sup>th</sup>, which is now a state holiday in observance of Juneteenth. Also, a Memorial Day Parade and Ceremony will take place on May 30<sup>th</sup> in the Village and at the Village Point. The Village Office will also be closed for the Independence Day Celebration on Monday, July 4<sup>th</sup> and the Village-wide garage sale has been planned for Saturday, July 9, 2022, although this too might be canceled, depending on guidance provided by the County and State.

**UPDATES BY THE  
MAYOR:**

The following updates are available on our website, [www.villageofmarcellus.com](http://www.villageofmarcellus.com)

- a. 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, along with change of occupancy at several sites and several building permits.
- b. Pedestrian Signs, Benches, Banners, and new Flags – have been re-installed on Main Street and elsewhere by the Highway Department. Many thanks to our Department of Public Works employees for doing in time for the Memorial Day holiday.
- c. Compost at the Treatment Plant – will be available on a first-come, first-serve basis. However, residents are able pick-up compost, and 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.
- d. Olde Home Days Celebration – as mentioned before, is back and we encourage residents to attend.
- e. New Business in the Village – look for an early summer opening of new businesses in the Village at #14 West Main and #3 North Street. Details are still being developed for a bakery at 14 West Main and a new diner at #3 North Street. We welcome new businesses to the Village and encourage our residents to patronize them.
- f. America Rescue Plan – The Village of Marcellus was awarded a total of \$176,102.03, half of which has been received by the Village Treasurer as of this date. The Village has utilized the ARP funds for a road, stormwater, and drainage project in the Village to alleviate flooding and other issues for residents on Meadow Street. When received, the other half of the ARP monies will be used to complete road, stormwater, and drainage work on Slocombe Avenue.
- g. Creek Walk – Fred’s Trail has reopened officially for the public, and our highway department had to do some limited repair to the trail – it appears to have wintered well. 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.
- h. Streets, Sidewalks, Trees – monies have already been set aside from the budget to complete some highway resurfacing, particularly Slocombe Ave, and spot repairs on Kinderwood as well as to share in the cost of brush and tree removal and street sweeping with the Town of Marcellus. The DPW budget also calls for starting a design for capital improvement project on Paul St, along with sidewalk repairs on Orchard St and other various locations in the Village, a continuation of street sweeping and repainting of crosswalks, assisting MCS students in the development of the Green Gateway Project and working with students on a design for Flower Lane improvements. Also, tree and stump removals are planned, per the DPW Superintendent’s schedule, pending budgetary considerations.
- i. Village Parking Improvements – we again mention the changeover of the parking situation in front of 2-6 East Main Street (Reagan Building and Village Tavern) from a perpendicular to a parallel configuration. This was the final spot in the Village that had perpendicular parking, and was a dangerous traffic hazard, trying to park and then back out onto Main Street. There was a loss of 4 (four) parking spots as a result of this change, but the businesses that border this area have come to realize the importance of eliminating this dangerous parking situation and agreed to the change.

Several of the businesses in this area have applied for and received a special permit to operate a sidewalk café for outdoor seating in front of their establishments when the weather turns favorable. We encourage residents to patronize these businesses and we again applaud the efforts of MCS students and their mentor, TDK Engineer Joe Durand, who created a most appropriate design for this area on East Main.

- j. SRO Contracts – with the Marcellus Central School District, the Lyncourt Union Free School District, the Onondaga Central School District and the Tully Central School District have been tabled until a future Board meeting
- k. Memorial Day – a parade and ceremony sponsored by Marcellus American Legion will take place on Monday, May 30<sup>th</sup> beginning with the parade at 10 a.m. and at the Point at 11 a.m. In addition, the Village Office will be closed on that day.
- l. Village Web Site – Village Clerk Charnley Abbott regularly updates our website, and she has been most accommodating to our Village and its residents. If there are any items that residents might feel should be included on the site, please contact her at the Village Office (315-673-3112) with your requests.
- m. Spring Brush Pickup Dates – the Village Board and DPW will continue the same policy as last year for the 2022 Brush Pickup. during the summer months brush may also be placed at the curb on the first Saturday and Sunday for pickup on the following Mondays of each month – June 6<sup>th</sup>, July 5<sup>th</sup>, and August 1<sup>st</sup>.
- n. Baltimore Ridge Development – continues to move along quite well, and as of this date, all permits have been issued, and development of the site has begun with the construction of an entrance road, the clearing of several 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 storm and sanitary sewer pipes are complete. Other utilities, water, cable, telephone, electric and gas, are now complete. While the roads into the development have been stoned, and some asphalt installation has been done, the latter is not yet complete. We might note that all of the lots have been sold and building construction might begin this summer.
- o. Tefft Meadows Senior Apartments at 8 Paul St in the Village of Marcellus – is a proposed project that will offer affordable living for those 62+ years of age. The project calls for the construction of a new 60-unit senior apartment building with all site amenities including a 60-space parking lot and stormwater facility on the same parcel at 8 Paul St. in the Village of Marcellus. The property amenities include a community room, elevator service, laundry facilities, and a secure entry and is convenient to shopping, restaurants and local businesses. Tefft Meadows Senior Apartments will be professionally managed and maintained by Christopher Community. The Village of Marcellus is in full support of this project. Not only does it provide affordable senior housing in the Village on a site that is dilapidated and in desperate need of repair, but the site will also provide a 20-foot-wide walkway easement that extends from Paul Street to Tefft Meadow’s property line adjacent to the creek to connect to the existing Creek Walk. In addition, this \$19M development will not only address a critical housing need for seniors in Onondaga County but also provide an economic boost to the entire Marcellus community. The easement will also provide a more community-oriented project given the close proximity of community assets. No zone changes were needed, SEQR long form review and site plan approvals were completed, and the Village supports a Tax Exemption Agreement and a shelter rent calculation that will provide affordable senior living. The plans and other detail on the proposed Tefft Meadows project can be found on the Village website at <https://www.villageofmarcellus.com/tefft-meadows.html>
- p. Planning Board – the Planning Board met recently to approve two site plan applications. The property owner at 16 East Main Street proposed renting space along the driveway and in back beyond the parking lot, to provide a place for people with cottage businesses to sell their products, hopefully attracting more people to the Village Center. In addition, the Marcellus Free Library has proposed a project which will include outdoor improvements to that site – a creek side patio to be built which would enhance the existing creek path, and a modular concrete seating wall along the patio, with new plantings.

- q. The 2022 Main St Grant Program – the Village Board is again pleased to announce that the Village was awarded almost \$500,000 for the 2021-2022 Main St Grant Program. There are 18 projects included in the Village Center and this 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 McMahon 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.
  
- r. From the Marcellus Police Department-Please be advised that there is a nationwide trend where scammers contact the elderly via disposable cellphones and attempt to trick people into giving out their personal information (D.O.B., SS#, etc.). Sometimes, they tell people that they are potentially the victim of fraud and attempt to persuade them to purchase gift cards from stores such as Target or Walmart and provide them with the activation codes. Unfortunately, there have been several recent cases of this type of fraud in Onondaga County. Please speak to your elderly family members and neighbors to warn them of this scam. If anyone has any questions, feel free to contact the Marcellus Police Department at (315) 673-2079.

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 7:16 p.m.

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Charnley A. Abbott, Village Clerk