

**REGULAR MEETING OF THE VILLAGE BOARD
OF THE VILLAGE OF MARCELLUS HELD ON
OCTOBER 24, 2016 AT THE VILLAGE HALL**

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

ABSENT: None

**CONSENT
AGENDA:**

The Village Clerk submitted the minutes of the regular board meeting for the month of September 2016. The bills on Abstract Sheets #005 for General Fund in the amount of \$20,591.83, Sewer Fund in the amount of \$69,184.81, Capital Funds in the amount of \$43,576.80 and Trust & Agency in the amount of \$236.15 were audited. The bills totaled \$133,589.59. The Board received the Police Report for September 2016 from Police Chief Robert Wicks. The Board also received the Building Inspectors Report for the month of September 2016 from Building Inspector Bill Reagan. The Board acknowledged receipt of the minutes of the Town Board meetings for September 2016. The financial statements as submitted by Village Treasurer Nino Provvidenti for September 2016 were given to the Board for their review. Trustee Cox 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 re-levy all unpaid village taxes, as of November 1, 2016, to the County of Onondaga for payment. The motion was seconded by Trustee Cox. Mayor Curtin asked if there was any discussion on the relevy. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

WAIVE SEWER/REFUSE PENALTY

REQUEST: The Board received a written appeal from the property manager of the apartments at 34 North Street, indicating that the transition to the new management company, Dnyamax Realty, had caused some disorder and resulted in the inability of the company to submit a timely payment for their sewer and refuse billing. The manger of the realty company, on behalf of the property owner, requested that the refuse penalty of \$67.50 and the sewer penalty of \$143.52, which have been paid by the company, be credited back to the owner's account. Due to the extenuating circumstances and because to Board wants to ensure the property owner of the Village's interest in and concern for sidewalk improvement and dumpster installation at the apartments in the near future, Trustee Cox made a motion to refund the amount of \$211.02 to the property owner. The motion was seconded by Trustee Tallman. Mayor Curtin asked if there was any discussion on the request. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

UPDATE SCHEDULE D-HEALTH/DENTAL BENEFITS

PLANS: Trustee Tallman made a motion to amend Schedule D - Health and Dental Benefits - for employees of the Village of Marcellus, to wit: "part-time employees will contribute 100% to health and dental costs except part-time employees with 25+ years of continuous service will contribute only 50% of single health and single dental cost." The amendment to Schedule D is effective November 1, 2016. The motion was seconded by Trustee Cox. Mayor Curtin asked if there was any discussion on updating the health benefits schedule. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

RESOLUTION – ESTABLISH

DPW: Trustee Cox made a motion to pass a resolution establishing a new Village Department of Public Works. The resolution read as follows:

WHEREAS, upon the retirement of Harold Muncy, who has worked for almost 25 years for the Village of Marcellus; and

WHEREAS, the Village Board, in the interest of consolidation and to save money, intends to combine two Village Departments into one; and

WHEREAS, the Village Highway Department and the Village Waste Water Control Plan will be merged into a new Village Department of Public Works; and

WHEREAS, the Village Board does not intend to replace Harold Muncy in the Highway Department, upon his retirement; and

WHEREAS, this action will reduce the Village's annual cost for salary, as well as health and dental coverage costs; and

NOW BE IT RESOLVED, that the new Department of Public Works is hereby established and will begin operations as of November 3, 2016.

The motion was seconded by Trustee Tallman. Mayor Curtin asked if there was any discussion on establishing a DPW. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

CREATE NEW DPW

POSITIONS: Trustee Tallman made a motion to create two new positions for the new Department of Public Works – a Superintendent of Public Works and a Deputy Superintendent of Public Works. A list of job specifications, along with a job description for each of the positions is available for public inspection at the village office. The motion was seconded by Trustee Cox. Mayor Curtin asked if there was any discussion on creating the new positions. Hearing none, Mayor Curtin called for a vote. All board members voted aye and the motion carried.

APPOINTMENTS TO

POSITIONS: Mayor Curtin made a motion appointing Greg Crysler to the position of Superintendent of Public Works at a salary of \$25.38 per hour and James LaRose to the position of Assistant Superintendent of Public works at a salary of \$22.81 per hour. Both appointments included a slight increase in salary, reflecting the addition of more duties and responsibilities to the positions. Mayor Curtin explained that there were no changes to the positions of WPCP Operator and Motor Equipment Operator, which come under the supervision of the new DPW Superintendent, and in his absence, the Deputy Superintendent. The Board also proposed the hiring of a part-time laborer, who will assist, as needed and as directed by the Mayor, or in his absence, the Deputy Mayor. Mayor Curtin made a motion to appoint Kathy Welsh to the position of part-time laborer, who will continue to perform crossing guard duties at the school, as well as additional responsibilities assigned by the Mayor. The salaries for the Laborer position and the Crossing Guard position will not change at this time. The motion was seconded by Trustee Tallman. Mayor Curtin asked if there was any discussion on the appointments. 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.

REMINDER – CLOSE FIRST STREET-

HALLOWEEN: Trustee Tallman reminded residents that at the September board meeting, the Board had approved to again close First Street between the hours of 5:00 p.m. and 8:30 p.m. on Halloween for trick-or treating, subject to conditions on Monday, October 31st.

REMINDER –

NO PARKING: Trustee Cox reminded the public that as of November 1, 2016 there is no parking allowed on any street in the village of Marcellus from 2am until 7am in order for the Highway Department to plow snow. The no parking ban will remain in effect until April 1, 2017.

REMINDER – POLLING

PLACES: Trustee Tallman reminded residents that the polling places for Marcellus had changed four years ago. In 2012, the Board of Elections redrew the Town of Marcellus election district lines to create two districts entirely within the village. The two districts (Election District 3 and Election District 4) vote at the High School Auditorium. Residents who live outside the village will vote at the Fire House. All residents were notified by mail by the Board of Elections. Election Day is November 8, 2016. Polls will be open from 6am to 9pm. The Board urged all residents to vote.

ANNOUNCE

VILLAGE

MEETINGS: Trustee Cox announced that the Village Clerk had printed copies of future meeting dates of the Village for residents. He asked residents to please note that the Village Office will be closed on Friday, November 11th in honor of Veterans' Day. The Village Office will also be closed on November 24th and 25th for the Thanksgiving Day holiday. Trustee Tallman also reminded everyone that the Marcellus Tree Lighting Ceremony will take place on Thursday, December 1st beginning at the town hall.

Updates by the

Mayor: Mayor Curtin provided updates on the following subjects:

- a. Leaf and Brush Pickup – brush pickup ended October 10th. Residents who missed the deadline may use of the Village composting site behind the Village Hall. Leaf pickup extends from October 17th to November 7th. Weather permitting, the Highway Department may continue leaf pickup beyond the November 8th deadline, since many trees have not yet dropped their leaves. Mayor Curtin reminded residents to keep leaves in the Village right of way,

between the sidewalk and the road, out of the street, where they may clog catch basins.

- b. Compost Project – continues to be very successful. Mayor Curtin reminded residents that composting continues all year even though the demand lulls through the fall and winter. Residents may secure compost in the fall, since it can be stored outside, without cover, through the fall and winter for use in the spring.
- c. Planning Board - has not met recently due to few issues being considered.
- d. Tree Stumps and Plantings – There will not be any additional tree removals for the remainder of this year. Several tree stumps were removed, and new trees were planted in various locations throughout the village during the year.
- e. School's Open – The Board again reminded residents to watch for school children walking and keep in mind that there are pedestrian crossings on Main Street, as well as 20 mph speed limits in school zones and a 25 mph speed limit on First Street, a route that is heavily traveled by schoolchildren. Please slow down. Tickets will be issued for speeders.
- f. Police Report – within the past month, several thefts in the village were reported and residents have become concerned. Some of the officers conducted an investigation which is expected to result in the arrest of two juveniles, who they believe are responsible for the thefts. The Chief also believes that the criminal activity has ended for now. The Board complimented the Police Department and the officers for the work they do on behalf of the community. In addition, Chief Wicks continues to encourage residents to call the Police Department if they have concerns about solicitors or contractors they may employ. The Police Department will perform background checks to alleviate concerns.
- g. Call 911 – Chief Wicks again reminded residents, especially at a time of year when misbehavior is more active, that it is essential that incidents of crime or vandalism are reported in their neighborhoods by calling 911. At times, residents are not making the calls because they feel that an issue may not warrant it. A resident may call the Police Department and listen to an answering machine because the officer is out on patrol. Residents must call 911. Residents who are still not satisfied, please contact the Village Office during business hours, at 673-3112, to express your concern.
- h. Creekwalk – Recently, the NYSDOT extended approval for the use of what is called force account work for construction of part of the creek walk trail by the Village. The work involved necessary clearing and grubbing, excavation, installation of drainage pipes, the placement of millings and stone dust for the trail itself, the installation of signage, railings and plantings. The Village and Town of Marcellus negotiated and signed an Inter-Municipal Agreement and work began in early October, anticipating that much of the work would be completed during the fall 2016. An 8' wide section of the trail will require a retaining wall to be built, along with asphalt paving, concrete work and pavement striping that will be competitively bid during the winter of 2017. Mayor Curtin expressed that the construction that took place in October was remarkable. The Board expressed gratitude to the Town of Marcellus and the Town Highway Department for all of the assistance. The Town assistance not only helped reduce the cost of constructing the trail, but serves as another example of inter-municipal cooperation between the Town and Village. Mayor Curtin also informed the public that during the past construction season, Village employees helped the Town employees with construction of the Brewer Road bridge, sewer repairs in the park, re-roofing of one of the restrooms in the park and assisted in locating and correcting a flooding problem in the park. On behalf of the Village of Marcellus and the residents, Mayor Curtin conveyed appreciation to the Town and the Town Highway Department employees for the cooperation and collaboration between the municipalities.
- i. Utility Bills – Following delivery of latest Village sewer and refuse bills, the Board received a number of comments regarding the increase in sewer rates. The Board wanted to explain the reasons for the significant increase in the rates charged each quarter. Rather than publish a rather lengthy explanation in the newsletter, the Board urged residents to check the Village website to read a letter explaining the increase:
http://www.villageofmarcellus.com/uploads/5/3/9/5/53954069/sewer_increase.pdf
For residents not having access to the internet, please call the Village Office (673-3112) and a copy of the letter will be mailed.
- j. Veterans' Day – commemoration will take place at 11 a.m. on November 11th, at the Village Point. The Board asked residents to take time and offer thanks to all veterans for the service they have and will continue to provide.
- k. TMDL and Phosphorus Removal – in mid-September, the Village of Marcellus was fortunate to be awarded \$1,379,900 in grant funding and \$4,139,700 in loans to help the Village upgrade the Waste Water Treatment Plant and address the phosphorus removal mandate levied against the Village. The total estimated project cost of the mandate is \$5,600,000. The grant will provide 25% of the

cost. The Board is grateful for the funding and continues to look for added funding to pay for the remaining cost of the mandated project.

- l. Village Taxes – most have been paid, while the current amount of unpaid taxes, including penalties, totals approximately \$21,500.00 from 16 property owners, similar to 2015. Unpaid taxes may continue to be paid to the Village until October 31, 2016, when they will be turned over to the County for reimbursement.
- m. No Parking – as winter approaches, the Board reminded residents that there is no overnight parking (from 2 a.m. to 7 a.m.) on any of the village streets from November 1st to April 1st. If ticketed by Village Police, the fee will be \$35.00. The Board urged residents to use the Village parking lots for any overnight parking.

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 Cox. 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 7:24 p.m.

Dawn M. O'Hara, Village Clerk