

# AGENDA

## Regular Board Meeting

April 22, 2024

1. Public Hearing: Hardship Exception 4 East Main Street
2. Hardship Exception Determination
3. Consent Agenda consisting of the following items to be approved:
  - 3.1) Acceptance of minutes of the Special Meeting and Regular Board Meeting for March 2024, the 2024 Annual Meeting, and Special Meetings for April 2024
  - 3.2) Audit of Bills on Abstract Sheets #011

General Fund	\$ 00,000.00
Water Fund	\$ 000.00
Sewer Fund	\$ 000,000.00
Capital Funds	\$ 000.00
Trust & Agency	\$ 000.00
Total	\$ 000,000.00
  - 3.3) Police Report for March 2024
  - 3.4) Building Inspectors Report for March 2024
  - 3.5) Town Board Minutes for March 2024
  - 3.6) Financial Statements for March 2024
4. Adopt Local Law #2 of 2024- Override Tax Cap
5. Adopt 2024-2025 Budget and Set Tax Rate
6. Comprehensive Plan Steering Committee
7. Appointment- Advisor to the Planning Board
8. Intermunicipal Agreements with Onondaga County (table)
9. IT Services Proposal
10. Utility Bills Reminder
11. IMA- Park Security
12. Onondaga County Community Development Contract
13. Budget Modifications
14. Proclamation-Professional Municipal Clerks Week
15. Change May Meeting Date
16. Village Meetings for May
17. Updates from the Mayor
18. Items from the Floor
19. Adjournment

March 23, 2024

To Whom It May Concern:

My husband William and I own the business Gretchen's Confections, as well as the building at 4 E. Main St. Marcellus, NY. For the past five years, we have leased a space for our chocolate cafe and commercial kitchen in Auburn. We had originally planned to move our business into 4 E. Main St. in 2020, but changed plans because of the Covid pandemic, and we remained in Auburn. Riseform Brewing Co. asked for a short term lease of our building, which we agreed to. As you know, 4 E. Main St is currently permitted for a brewery. We are submitting a request to change this building's status to permit it to be used as a chocolate production kitchen, bakery and cafe.

Riseform Brewing Co. has moved out of our building, and we have been working diligently to finish the interior in preparation for us to move in and open. Our hopes are that we will be ready to open in June, perhaps sooner. Our building lease in Auburn ends this July, and our landlord has tenants who want to take over the lease. If we are unable to open our business in Marcellus before July, then we will no longer have a location to operate from, and we will completely lose our business income, in addition to being responsible for our six dedicated employees on payroll. In essence, our business will fold.

I know that Gretchen's Confections will bring a lot to Marcellus, just as we have done for Auburn. We create a warm and inviting atmosphere, provide excellent and personable customer service, and offer uniquely delicious chocolates, baked goods, and espresso drinks. We strive to put a sparkle into people's day.

I hope you consider our request favorably. We are sincerely looking forward to becoming a contributing and valuable member of the Marcellus community.

Thank you for your time,

A handwritten signature in cursive script that reads "Gretchen Christenson". The signature is written in black ink and is positioned above the printed name.

Gretchen Christenson

# HARDSHIP EXEMPTION APPLICATION

Property Address 4 E. MAIN ST, MARCELLUS	Tax I.D. Number 006.-02-37.0
Applicant (Owner of Record) Gretchen + William Christenson	Telephone Number 315-415-9416 G 360-489-5785 W
Applicant Mailing Address 2314 W Lake Rd. Shaneateles, NY 13152	Email Address Cinwings100@gmail.com william121670@gmail.com
Applicant's Representative	Telephone Number
Representative's Mailing Address	Email Address

Describe Current Use (Include size in square feet, height, ancillary structures such as garages, etc.)
2486 SF USED BY RISEFORM BREWING CO. TO BREW BEER AND SERVE CUSTOMERS. BACK ALLEY USED FOR TRASH BINS. BASEMENT USED FOR STORAGE. (900 SF)

**Describe Proposed Project and Use**

(Include size in square feet, height, etc.)

2,486 SF + 900 SF BASEMENT = 3,386 SF TOTAL

FIRST FLOOR: CHOCOLATE CAFÉ WITH BAR, CHOCOLATE DISPLAY CASES, ESPRESSO MACHINE. SEATING FOR CUSTOMERS. KITCHEN FOR BAKED GOODS.

SECOND FLOOR: CHOCOLATE PRODUCTION KITCHEN, OFFICE, PACKAGING OF PRODUCTS.

BASEMENT: STORAGE, LAUNDRY  
BACKALLEY: TRASH BINS

**Why do you believe a hardship exists and an exemption should be granted**

(Attach a statement on a separate sheet if necessary. An economic analysis may also be submitted)

Applicant (Owner of Record)

*Spitken Christensen*

Date

*March 17, 2024*

Representative

Date

**PUBLIC HEARING OF  
THE VILLAGE OF MARCELLUS  
HELD AT THE MARCELLUS SENIOR HIGH SCHOOL  
ON MARCH 25, 2024**

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

**ABSENT:** None

Pledge of Allegiance

Mayor Murphy made a motion to open the public hearing regarding an application for hardship exception to the Moratorium in effect at 7:08pm, seconded by Trustee Manahan. All board members voted aye and the public hearing was opened.

Mayor Murphy explained that the purpose of the public hearing was to allow all interested parties the opportunity to be heard regarding an application submitted by the owner of 27 East Main street for a hardship exception to the moratorium.

Mayor Murphy turned the floor over to Ari Goldberg of Barclay Damon, attorney for property owner Richard Nojaim. Mr. Goldberg addressed the following five criteria for consideration for an exception based upon a claim of extraordinary hardship:

- 1) The extent to which the applicant has prior to the effective date of this law received any permits or approvals for the proposed business establishment.

Answer: There are no permits at this time.

- 2) The extent to which the proposed business establishment would cause significant environmental degradation, adversely impact adjacent areas, or adversely impact the land uses appropriate to the property.

Answer: Minimal to none. Mr. Goldberg stated that the SEQR process is underway and preliminary findings suggest little to no environmental impact.

- 3) Whether the applicant, prior to the effective date of this law, has incurred financial obligations to a lending institution, which, despite a thorough review of alternative solutions, the applicant cannot meet unless the application and approvals proceed.

Answer: Not at this time.

- 4) Whether the moratorium will expose the applicant to substantial monetary liability to third persons; or would leave the applicant completely unable, after a

thorough review of alternative solutions, to earn a reasonable return on the property.

Answer: Significant impact, due to the complex legal agreement that includes the winding down of the existing business. The existing agreement between Mr. Nojaim and Stewarts Shops includes a strategic phasing down and eventual closing of the current active grocery store, with key milestones that must be met. If the store closes without a sale in place due to the moratorium, the income will stop and Mr. Nojaim will be responsible for the property taxes and insurance, as well as financial liability associated with terminating his wholesale provider contracts. It is estimated that the financial liability imposed on Mr. Nojaim could be upward of six figures.

- 5) The extent to which actions of the applicant were undertaken in good faith belief that the proposed business establishment would not lead to significant environmental degradation, undue adverse impacts on adjacent areas, or adversely impact the current and proposed land uses appropriate to the property.

Answer: Mr. Goldberg stated that the response from the community regarding the retirement of Mr. Nojaim demonstrates that he has always acted in good faith in regards to the community. Mr. Goldberg also stated that the current zoning laws allow the proposed use of 27 East Main, and under that premise, good faith efforts have been made to wind down the business and make all parties whole have been made. Also, the proposed project was designed under the existing design guidelines to ensure no adverse impact as well. The proposal is a code compliant project, and the moratorium undercuts all of the good faith efforts put forth.

In closing, Mr. Goldberg stated that considering those five criteria, the extraordinary hardship is apparent, Mr. Nojaim carries a severe financial hardship without the exception.

Mayor Murphy then opened the floor to the public, and stated that each speaker was allowed 3 minutes to comment. There were 15 speakers, three of which reside in the Village. Several speakers were in favor of the exception; however, many speakers did not address the topic of the meeting during their statements.

Speakers @ Public Hearing re: 27 East Main Hardship Exception

- |                     |                     |
|---------------------|---------------------|
| 1. Chad Nojaim      | Non-resident        |
| 2. Tom McHale       | Non-resident        |
| 3. Kyle Nojaim      | Non-resident        |
| 4. Jim Mather       | Non-resident        |
| 5. Rich Nojaim      | Owner, 27 East Main |
| 6. Bob Carlson      | Resident            |
| 7. Joan Hopkins     | Non-resident        |
| 8. Patricia Bishop  | Non-resident        |
| 9. Seth O'Brien     | Non-resident        |
| 10. Marlene Spencer | Resident            |
| 11. Karl Barner     | Non-resident        |
| 12. Pat Dailey      | Resident            |

- 13. Jake Hanford
- 14. Caleb Slater
- 15. John Horsington

Non-resident  
Unknown  
Non-resident

At the conclusion of the public comments, Mayor Murphy asked if there were any comments from the Board. Mayor Murphy and Trustee Curtin made statements regarding the hardship exception and the factors involved leading up to the hearing. Upon conclusion of the Board comments, Mayor Murphy made a motion to adjourn the public hearing, seconded by Trustee Curtin. Mayor Murphy called for a vote. All members voted aye and the hearing was adjourned at 8:00 pm.

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Charnley A. Abbott, Village Clerk

(SEAL)

**REGULAR MEETING OF THE VILLAGE BOARD  
OF THE VILLAGE OF MARCELLUS HELD ON  
MARCH 25, 2024 AT THE MARCELLUS SENIOR HIGH  
SCHOOL AUDITORIUM**

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

**ABSENT:** None

Mayor Murphy made a motion to open the regular meeting following the public hearing held regarding an application for hardship exception to Local Law #1 of 2024. The motion was seconded by Trustee Manahan and the meeting was opened at 8:00pm.

**27 EAST MAIN ST**

**HARDSHIP:** Village Attorney Jeff Brown led the Board of Trustees through discussion about the five criteria for consideration in regards to granting an exception to Local Law #1 of 2024 due to extraordinary hardship. Following the discussion, Trustee Curtin made a motion to approve the application for exception due to extraordinary hardship submitted by the owner of 27 East Main street. The motion was seconded by Trustee Manahan and a roll call vote resulted as follows:

Mayor Murphy	Aye
Trustee Manahan	Aye
Trustee Curtin	Aye

The hardship exception for 27 East Main Street was granted.

**CONSENT**

**AGENDA:** The Village Clerk submitted the minutes of the regular board meeting for the month of February 2024. The bills on Abstract Sheet #010 for General Fund in the amount of \$69,884.89, Water Fund in the amount of \$8,696.21, Sewer Fund in the amount of \$14,954.21, Capital Funds in the amount of \$3,101.00 and Trust and Agency Funds in the amount of \$0.00 were audited. The bills totaled \$96,636.31. The Board received the Police Report for the month of February 2024 from Police Chief Bernie Podsiedlik. The Board received the Building Inspectors Report for the month of February 2024 from Code Official Paul Stacey. The Board received the minutes of the Town Board meetings for February 2024. The financial statements as submitted by Village Treasurer Nino Provvidenti for February 2024 were given to the Board for their review. Trustee Manahan made a motion to approve the consent agenda. The motion was seconded by Trustee Curtin. Mayor Murphy asked if there was any discussion on the consent agenda. Hearing none, Mayor Murphy called for a vote. All board members voted aye and the motion carried.

**ELECTION**

**RESULTS:** Trustee Curtin stated that the General Election of the Village of Marcellus was held on March 19, 2024 and there were 471 ballots cast by registered voters and made a motion to accept the results certified by the duly appointed election inspectors as submitted by the Village Clerk. Chad Clark was duly elected Mayor as a write in candidate, for the remaining two years in the term of office vacated by Mayor Curtin in August of 2023, beginning April 1, 2024 until March 31, 2026. Jamie Curtin, a trustee since November 2023, was re-elected as Trustee for a 4-year term, beginning April 1, 2024, and will serve until March 31, 2028. Detailed results and other election information can be found on the Village website. The motion was seconded by Trustee Manahan. Mayor Murphy asked if there was any discussion. Hearing none, Mayor Murphy called for a vote. All board members voted aye and the motion carried.



**COMPREHENSIVE PLAN  
STEERING**

**COMMITTEE:** Trustee Manahan announced that the Village Board has been working closely with the MRB group to revise and update the Comprehensive Plan. A comprehensive plan is a vision of the future, comprised of base information, vision statements, and a set of master plans that have implications for land use, transportation, and public facilities, including possible future capital improvements, development regulations, or major policies. The existing Comprehensive Plan was completed in 2007 and has not been reviewed or updated since its adoption 17 years ago. The project relies heavily on a volunteer steering committee, as well as various focus groups, comprised from members of the community. A flyer will be circulated for those who are interested in being involved in the project. The flyer will be posted on the Village website, social media platforms, and available at the Village Hall, and residents are encouraged to consider taking part in this important project, one that will take a 20 year look into the future of the community.

**SPRING BRUSH**

**DATES:** Trustee Curtin announced that the Village Board and DPW are going to continue the policy from last year for the 2024 Brush Pickup and made a motion to allow brush to be placed at the curb on Saturdays and Sundays for pickup on Mondays from April 1 to May 6. Also, during the summer months (June, July, and August), brush may be placed at the curb on Saturdays and Sundays for pickup on the first Monday of each month during those summer months. The motion was seconded by Trustee Manahan. Mayor Murphy asked if there was any discussion. Hearing none, Mayor Murphy called for a vote. All board members voted aye and the motion carried.

**TRASH DAYS:** Trustee Manahan reminded residents that the Village and Town of Marcellus Trash Days have been scheduled for the following dates: Fridays, May 3<sup>rd</sup> & May 10<sup>th</sup> from 8 a.m. to Noon and Saturdays, May 4<sup>th</sup> & May 11<sup>th</sup> from 8 a.m. to Noon. Permits are required, and issued through the Town of Marcellus Clerk's Office. There will also be an Electronic Waste Collection for the duration of the event. The Town Board has also agreed to have a Community Shred day on Saturday, May 4<sup>th</sup> at the Town of Marcellus Highway Garage. There will be no cost to the residents for the shredding.

**EARTH DAY**

**2024:** Trustee Curtin announced that the Village of Marcellus plans to participate in the Earth Day observance on April 12, 2024, in conjunction with 3<sup>rd</sup> graders from the KCH Elementary School in the Marcellus Central School District. The students will gather at the Village Hall after policing the area and the streets north of Main Street, and the Board of Trustees would like to thank the students and MCS staff members, as well as our own staff, for their participation in this event. This event is subject to cancellation because of weather, and due to testing scheduled to take place in the School District, there will be no rain date. Any other groups or organizations that would like to participate in Earth Day clean-up may reach out to the Village Clerk for more information.

**AIM FUNDING**

**RESOLUTION:** Trustee Manahan made a motion to approve the following resolution:  
**WHEREAS**, AIM funding plays a pivotal role in funding essential municipal services such as water, sewer, public works, police, fire and ambulance for cities and villages across New York State and,

**WHEREAS**, city and village officials share the same priorities as our state leaders which is to make New York safer and more affordable; and

**WHEREAS**, New York's local governments, who are on the frontlines of controlling property tax affordability and ensuring public safety, are integral to achieving those goals; and,

**WHEREAS**, the State has not increased AIM funding in 15 years and according to the Bureau of Labor Statistics, inflation has increased by nearly 45% during that same period; and

**WHEREAS**, this neglect from the State has led to rising municipal tax burdens and harmful disinvestment in essential municipal services and staff; and

**WHEREAS**, the property tax cap further limits the ability of local governments to properly fund the services their residents need; and Whereas, the challenges of rising inflation, the increasing costs of labor and supplies, and the end of extraordinary federal aid, only accentuate the need for an increase in AIM funding; and

**WHEREAS**, the Governor's 2024-25 Executive Budget proposes to keep AIM funding flat; and

**WHEREAS**, an increase in AIM funding would reduce the local tax burden and help revitalize communities across New York;

**NOW, THEREFORE, BE IT RESOLVED** that the Village of Marcellus urges Governor Hochul to work with the leaders of the Senate and Assembly and increase AIM funding in the 2024-25 adopted State Budget; and

**BE IT FURTHER RESOLVED** that a copy of this resolution shall be sent to Governor Kathy Hochul, Senate Majority Leader Andrea Stewart-Cousins, Assembly Speaker Carl Heastie, Senator Rachel May, Assemblymember John Lemondes, and the New York State Conference of Mayors.

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

**EV**

**CONNECT:**

Trustee Curtin stated that the Mayor signed a contract in 2021 with EV Connect, the service provider for the electric vehicle charging station installed in the Village as part of a NYSEDA Clean Energy Community grant, for a period of 4 years, April 1, 2021, through March 31, 2025. EV Connect provides network management software that includes pricing and rate management, technical support, and station performance data. For the first four years of the electric charging station, 2017-2021, 88% of the revenue generated from electric use by ZEV drivers was allocated to the VOM and 9% was allocated to NYSEDA. Under the new agreement, the Village will receive 97% of the revenue moving forward, at a cost of \$398.00 per year (\$199 per port x 2 ports). Based on usage and net revenue data compiled since the 2017 installation of the charging station, the VOM has seen a substantial increase in usage due to the increasing popularity of ZEVs over the last few years and will continue to provide this valuable service to our community. The total cost to the Village for the 4-year contract will be \$1592.00, and the Board anticipates the revenue generated to outweigh that cost.

**BUDGET**

**MODS:**

Trustee Manahan 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 Curtin. Mayor Murphy asked if there was any discussion. Hearing none, Mayor Murphy called for a vote. All board members voted aye and the motion carried.

**ANNOUNCE ANNUAL MTG.  
& TENTATIVE BUDGET**

**HEARING:**

Trustee Curtin announced that the Annual Meeting of the Board of Trustees will take place at 7:00 pm at Village Hall on April 1, 2024 and will include the swearing in of elected officials, appointment of non-elected officials, establishment of regular meeting dates, and designation of official newspapers and depositories. In addition, a public hearing will take place

immediately following the Annual meeting on April 1, 2024 to consider the tentative budget for the Village for the 2024-2025 fiscal year. Approval of the final budget is anticipated to take place at the next regular Board meeting, on April 22, 2024. Immediately following the Tentative Budget Hearing, a public hearing will be held to enact proposed Local Law #2 of 2024, which would authorize a property tax levy in excess of the limit established in General Municipal Law Section 3-c. All interested parties will have the opportunity to be heard at the scheduled hearing. Copies of supporting documents are on file at the office of the Village Clerk.

#### **ANNOUNCE VILLAGE**

**MEETINGS:** Trustee Manahan announced that a list of those meetings scheduled for April 2024, is provided for those so interested, including the Annual Meeting, Tentative Budget Hearing, and public hearing regarding proposed Local Law #2. The Planning Board is scheduled to meet on April 17, 2024, and at this time there are no meetings scheduled for the Zoning Board of Appeals. The office will be closed on March 31<sup>st</sup> for Good Friday. Trustee Manahan made a motion to close the Village offices at noon on April 8<sup>th</sup> so that our employees can experience the once in a lifetime solar eclipse. The motion was seconded by Trustee Curtin. Mayor Murphy asked if there was any discussion. Hearing none, Mayor Murphy called for a vote. All board members voted aye and the motion carried.

#### **UPDATES BY THE**

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

- a. Replaced floats and relays in Platt Road Pump Station
- b. Removed 3 stumps on Reed Street
- c. Marcellus Highschool students are continuing to work on their Independent Studies projects with the Village Highway and the Town Highway
- d. New Sewer Contract has been received by the School – waiting to be signed
- e. New F550 was delivered to the treatment plant. This truck was ordered two years ago. Part of the cost of the F550 was covered by a NYSDEC grant the Village received.

#### **LETTER FROM**

**THE MAYOR:** Mayor Murphy read the following letter to those in attendance:

“It has truly been my honor to serve the Village of Marcellus for the past three years in the capacity of Trustee and most recently, Mayor. When I was asked to fill these roles due to vacancies, I did so with nothing but good intentions. Marcellus has been my home my entire life and I have proudly raised my family here. Nearly every major life event that I can think of has taken place in Marcellus and because of that, I have nothing but deep respect for this Village and the people who call it home.

Recently, some tough decisions were put before this Village Board. As Mayor, it was always my goal to get as much information surrounding all aspects of the plan before rushing to a decision. The decision of the moratorium was made in order for us to gain more understanding of all of the moving parts of the situation and was meant to allow us the ability to ensure that the right decisions were made for the Village. Having more time gave us the ability to speak with more people, gather more facts, and collect the information required to protect the Village community and its taxpayers. My motivation in all of this was solely to do the best for the village that we love so dearly.

I want to congratulate both Chad Clark and Jamie Curtin on their new positions. I can see that they too have a love for our community and are determined to help our Village grow and thrive. This recent situation has brought out many views and opinions about the future of our Village. I hope that the interest and excitement can be harnessed into positive action and community involvement.

With great sincerity,  
John J. Murphy

**ITEMS FROM THE**

**FLOOR:** Mayor Murphy asked if there were any items from the floor. Hearing none, Mayor Murphy made a motion to adjourn the meeting, seconded by Trustee Curtin. Mayor Murphy called for a vote. All board members voted aye and the motion carried.

The Regular Board Meeting was adjourned at 8:25 p.m.

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Charnley A. Abbott, Village Clerk

DRAFT

**ANNUAL MEETING HELD BY  
THE VILLAGE BOARD OF TRUSTEES ON  
APRIL 1, 2024 AT THE VILLAGE HALL**

**PRESENT:** Chad A. Clark, Mayor                      See List  
James P. Curtin, Trustee  
Timothy P. Manahan, Trustee  
Jeffrey D. Brown, Village Attorney  
Charnley A. Abbott, Village Clerk

**ABSENT:**            None

Pledge of Allegiance.

**OATHS OF  
OFFICE:**

Mayor Clark announced that the General Election for the Village of Marcellus was held on Tuesday, March 19, 2024, to fill the vacancy in the office of Mayor and to fill an office of a Trustee, a four-year term. The Village Clerk administered the oaths of office to Chad Clark, duly elected Mayor, and James Curtin, duly elected Trustee.

Mayor Clark made a motion to open the meeting, seconded by Trustee Manahan, and the meeting was called to order at 7:02 p.m.

**DEPUTY MAYOR:**

Mayor Clark announced that the appointment of Deputy Mayor does not require Board approval, and is the sole prerogative of the Mayor. Mayor Clark appointed Trustee Timothy P. Manahan to serve as Deputy Mayor of the Village of Marcellus. In the Mayor's absence or inability to serve, the Deputy Mayor is vested with all the powers of the Mayor.

**DATE & TIME OF  
REGULAR BOARD**

**MEETINGS:** Trustee Manahan made a motion to set the date and time of the regular Board Meeting for the 4<sup>th</sup> Monday of each month, at 7:00 p.m., in the Village Hall and for Board Workshop Meetings to be held on the Thursday or Friday prior to the Regular Meeting at 9:30 a.m., in the Village Hall. The Workshop Meetings may be canceled or changed at any time by the Mayor, with appropriate notification to the media and other members of the Board of Trustees. The motion was seconded by Trustee Curtin. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

**DATE & TIME OF  
SPECIAL BOARD**

**MEETINGS:** Trustee Curtin made a motion to allow the Mayor to call Special Board Meetings, when necessary, at a time and date to be decided, and to authorize the Village Clerk to notify each of the Trustees (as soon as reasonably possible) as to the date, time, and place of Special Board Meetings. The Village Clerk will also post the appropriate Public Notice and notify the media as to the time, place, and reason for the Special Board Meeting. The motion was seconded by Trustee Manahan. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

## **RULES OF**

**PROCEDURE:** Trustee Manahan made a motion to conduct Village Board Meetings pursuant to the following 2024 Rules of Procedure, a copy of which is on file in the Village Office.

### **2024 Rules of Procedure**

- a. **Agenda** – the Village Clerk shall prepare an agenda for each meeting of the Village Board, which shall list the matters to be considered by the Village Board at such meeting. The matters to be listed in the agenda shall be determined by the Mayor, in consultation with the other members of the Board of Trustees.
- b. **Presiding Officer** – the Mayor shall preside at all meetings of the Village Board and may vote on any matter before the Board. In addition, the Mayor must vote in the case of a tie.
- c. **Questions of Order** – the Mayor shall decide all questions of order. In discussing a question or issue, a Trustee shall address the Mayor and will have the floor when recognized by the Mayor.
- d. **Robert’s Rules of Order** – “Robert’s Rules of Order” shall govern the deliberations of the Board of Trustees. The rules of order, other than those prescribed by statute, may be suspended at any time by the consent of a majority of the members of the Board present at any meeting.
- e. **Recording of Open Meetings** – all open meetings of the Village Board of Trustees shall be audio taped by the Village Clerk. Nothing in this section precludes the videotaping of open meetings of the Board of Trustees. It is the policy of the Village Board to cooperate with representatives of the print and broadcast media and with other members of the public who wish to record public meetings of the board by tape, film, or other means, so long as said recordings are not disruptive to the meeting, and do not violate the rights of the members of the public body, witnesses, and the public.
- f. **Order of Business** – the order of business at regular meetings of the Village Board shall be as follows:
  1. Call Meeting to Order
  2. Roll Call
  3. Pledge of Allegiance
  4. Consent Agenda – shall include
    - a. Acceptance of minutes of previous Regular Board Meeting and any Special Board Meetings
    - b. Acceptance of Audit of Bills on Abstract Sheets for previous month
    - c. Acceptance of Police Report for previous month
    - d. Acceptance of Building Inspector’s Report for previous month
    - e. Acceptance of minutes of Marcellus Town Board Meeting for previous month
    - f. Acceptance of Financial Statements for previous month
    - g. Acceptance of Other Reports
  5. Regular Agenda Items
  6. Village Updates – new business
  7. Other Recognitions
  8. Items from the Floor
  9. Adjournment

- g. **Transaction of Business at Special Board Meetings** – at special meetings of the Village Board, the business to be transacted thereat shall be only that stated in the notice of such meeting, except that any other business may be transacted at such special meeting by two-thirds consent of all the members of the Village Board.
- h. **Voting** – every member of the Village Board present at any meeting thereof, when a vote is taken, shall vote for or against or abstain or recuse, or be excused from voting by the Village Board. In the event of a roll call vote, silence, when a Trustee's name is called, shall be deemed an affirmative vote by the Trustee. Roll call vote shall be called in alphabetical order of the last name of the Trustee. The Mayor shall be the last one to cast a vote.
- i. **Suspension of Regular Order of Business** – the regular order of business at a stated meeting may at any time be suspended by the affirmative vote of two-thirds of the members of the Village Board present at such meeting.
- j. **Executive Sessions** – upon a majority vote of its total membership, taken in an open meeting pursuant to a motion identifying the general area or areas of the subject or subjects to be considered, the Board of Trustees may conduct an executive session for matters which Federal, State, or Local law permits an executive session.
- k. **Comments by Members of the Public** – during that part of the Agenda, Items from the Floor, the Mayor shall entertain comments from members of the public as to the merits of any item set forth on the agenda, or any other items that members of the public may wish to address. The Mayor shall have the discretion to withhold recognition of members of the public until the regular agenda has been completed.

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

**OFFICIAL  
BANKS:**

The following resolution appointing Solvay Bank as the official depositories for the Village of Marcellus was moved for adoption by Trustee Curtin, seconded by Trustee Manahan.

**WHEREAS**, the Board of Trustees has determined that Village Law requires the designation of banks or trust companies for the deposit of all Village monies,

**NOW, THEREFORE, BE IT RESOLVED**, that Solvay Bank Corp. be, and is hereby designated as the depository for regular accounts, and as the depository for capital and investments, and that all monies received by the Village Treasurer, Village Clerk, and Receiver of Taxes be deposited in said depository.

This resolution is effective immediately.

Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

**OFFICIAL**

**NEWSPAPER:** Trustee Manahan made a motion to designate The Press Observer as the official newspaper for publication of official Village notices, seconded by Trustee Curtin. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

**ATTORNEY**

**RESOLUTION:** Mayor Clark made a motion, seconded by Trustee Curtin, to approve the following resolution:

**WHEREAS,** the Village of Marcellus created the appointive office of Village Attorney pursuant to Marcellus Village Code Sections 3-1 and 3-9 on December 15, 2014; and

**WHEREAS,** the general responsibilities of the Village Attorney are to negotiate, prepare, approve and audit written contracts, leases and other legal instruments; attend meetings of the Village Board, Planning Board (as requested) and Zoning Board of Appeals (as requested); draft local laws and resolutions for consideration by the Village Board; create or extend special districts; provide legal advice and counsel to the Village Board, Planning Board and Zoning Board of Appeals; and provide litigation services to the Village on an as-needed basis; and

**WHEREAS,** the accomplishment of the above duties involves the exercise of discretion by the Village Attorney on behalf of the Village; and

**WHEREAS,** Section 3-2 of the Village of Marcellus Code provides that "[a]ny resident of Onondaga County is eligible to serve in any Village appointive office."

**NOW, THEREFORE, BE IT RESOLVED,** that Jeffrey D. Brown, Esq., a resident of Onondaga County, is hereby appointed to the position of Village Attorney to perform the above-mentioned responsibilities for a term beginning April 1, 2024 and ending on March 31, 2025, at an annual compensation of \$19,122.80 plus any actual out of pocket expenses incurred in providing such services; and

**BE IT FURTHER RESOLVED,** that the Village Attorney position is considered a public office and as such the Village Attorney shall sign and file an oath of office with the Village Clerk.

The question of the adoption of the foregoing resolution was put to a vote at the Annual meeting of the Village of Marcellus Board on April 1, 2024, which resulted as follows:

Mayor Clark	Aye
Trustee Manahan	Aye
Trustee Curtin	Aye

The resolution was declared adopted.

**STANDARD  
WORKDAY**

**RESOLUTION:** Trustee Manahan made a motion to approve a standard workday resolution that will establish a standard workday of seven (7) hour standard workday for appointed officials in the positions of Clerk, Treasurer, and Attorney and an eight



(8) hour standard workday for the Code Enforcement Officer. The standard workday resolution for Clerk and Treasurer as well as Attorney and Code Enforcement Officer shall be renewed when their terms of office are renewed. The motion was seconded by Trustee Curtin. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

**APPOINTMENT OF PUBLIC OFFICERS AND VILLAGE**

**EMPLOYEES:** Mayor Clark made a motion to appoint the following Village Public Officers/Employees:

Four Year Appointments- Mayor Clark stated that there were no 4-year appointments this year.

One Year Appointments- (April 1, 2024 to March 31, 2025)

Custodian, Part Time	Katherine Welsh
Dept. of Public Works, Full-Time	Greg Crysler, James LaRose, John Holmes, Mallory Zabinski
Dept. of Public Works, Part-Time	Katherine Welsh
Chief of Police, Part Time	Bernard Podsiedlik
Police Sergeants, Part Time	Richard Curran, Keith Gates
Patrol Officer, Part Time	Matthew Hayes, Jeffrey Fortino, Raymond Herrick, Edward Bragg, Patrick DiCresto, Sean Clere, Peter Heise, Stephen Smolen, Darren McLaughlin, Jeremy Baldwin
SROs/ Special Patrol Officers	Sean Clere, Peter Heise, Darren McLaughlin, David Kimball, Stephen Smolen, Raymond Herrick, Shannon Ray, Jeffrey Kissock
Police Clerk, Part Time	Brenda Giacchi
School Crossing Guard	Katherine Welsh
Deputy CEO/Fire Inspector	Paul Stacey
Dog Control Officer	James LaRose

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

**SALARY &  
BENEFITS:**

Trustee Manahan made a motion to continue to provide to Village employees, the following benefits (federal and state recognize holidays, vacation days, sick leave, bereavement leave, extenuating circumstances, health benefits, and retiree health care coverage), that have been in effect for the previous year, accompanied by a 5% salary increase for most employees, except for the Mayor and Trustees, whose salaries have not been raised since 1992, and to approve the revised schedule F-1, Clothing and Equipment DPW. The laundry service contract expired in 2023, and the DPW employees have opted not to continue to use laundry services. At the expense of the Village, each full-time employee, during each calendar year, shall be furnished with the following items of new clothing: Five (5) pairs of uniform pants, seven (7) uniform shirts, and one (1) pair of construction footwear. Each department head shall be furnished with equipment items listed below.

One (1) cell phone

A copy of employee salaries and benefits is on file in the Village Office. The motion was seconded by Trustee Curtin. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

**EXECUTE  
BONDS:**

Trustee Curtin made a motion to notify the public that the Village, having secured property and liability insurance coverage, executed surety bonds for all Village employees in the amount of \$50,000 and in the amount of \$100,000 for the Village Treasurer and Village Clerk and that the expense of the undertaking has been a charge to the Village. The motion was seconded by Trustee Manahan. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

**APPOINT  
VILLAGE**

**COMMITTEES:** One Year Appointments (4/1/24-3/31/25)

Chair of Senior Housing Committee – Trustee Manahan made a motion to table the nomination of a Chairperson for the Senior Citizens' Research Committee until a later date. The motion was seconded by Trustee Curtin. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

Marcellus Betterment Association – Trustee Manahan made a motion to approve an extension of the Marcellus Betterment Association for another year, to 3/31/25. The Association was originally created to raise funds for the purchase and installation of historic lampposts in the Village. To this goal, the Association has added other goals, such as signs, to beautify the Village. The motion was seconded by Trustee Curtin. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

**VILLAGE**

**ENGINEERS:** Mayor Clark made a motion to utilize the services of and solicit competitive bids, when appropriate or deemed necessary by the Village Board, from several

engineering firms including MRB Group, and TDK Engineering. The motion was seconded by Trustee Manahan. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

#### **VILLAGE**

**HISTORIAN:** Mayor Clark made a motion to appoint Peg Nolan as Village Historian for a period of one year, 4/1/24 to 3/31/25. The motion was seconded by Trustee Curtin. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

#### **PLANNING**

**BOARD:** Mayor Clark made a motion to re-appoint Theresa LaMarre to a full 5-year term as a member of the Village Planning Board from April 1, 2024 to March 31, 2029. The motion was seconded by Trustee Manahan. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

#### **ZONING**

**BOARD:** Mayor Clark made a motion to re-appoint Jeffrey Averill to a full 5-year term as a member of and Chairperson of the Village Zoning Board of Appeals from April 1, 2024 to March 31, 2029. The motion was seconded by Trustee Curtin. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

Mayor Clark stated that due to his recent election as Mayor of the Village of Marcellus, he is no longer able to serve as a member of the Zoning Board of Appeals. Mayor Clark resigned his position on the ZBA, effective immediately, and made a motion to appoint Keith Spencer to fill the term until March 31, 2027. The motion was seconded by Trustee Curtin. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

**CONTRACTS:** Trustee Curtin made a motion to authorize the Mayor to sign the annual contracts with the Marcellus Historical Society, and the Marcellus Health/Loan Closet and to table the SRO agreements with the Marcellus School District, they Lyncourt Union Free School District, Tully Central School District and the Onondaga Central School District, until such time as the Chief of Police has been able to negotiate successfully the terms of a new contract with each of the school districts mentioned. The motion was seconded by Trustee Manahan. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

#### **ANNUAL**

**RESOLUTIONS:** Trustee Manahan made a motion to adopt the following resolutions:

#### **AUTHORIZE MAYOR TO SIGN CHECKS**

**WHEREAS** in the absence or inability of the Village Treasurer or a Village Trustee to sign checks,

**NOW, THEREFORE BE IT RESOLVED** that the Board of Trustees authorizes the Mayor to sign checks, a certified copy of which resolution will be provided to the bank or Village depository.

This resolution is effective immediately.

### **ADVANCED APPROVAL OF CLAIMS**

**WHEREAS** the Board of Trustees had determined to authorize payment in advance of audit of claims for public utility services, postage, freight, and express charges; and

**WHEREAS** all such claims must be presented at the next regular meeting for audit; and

**WHEREAS** the claimant and officer incurring or approving the claim are jointly and severally liable for any amount the Board of Trustees disallows.

**NOW, THEREFORE BE IT RESOLVED** that the Board of Trustees authorizes payment in advance of audit of claims for public utility services postage, freight, and express charges. All such claims must be presented that the next regular meeting for audit and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the Board of Trustees disallows.

This resolution is effective immediately.

### **SET MILEAGE ALLOTMENT**

**WHEREAS** the Board of Trustees had determined to pay a fixed rate for mileage as reimbursement to Village officers and employees who use their personal automobiles while performing their official duties; in advance of audit of claims for public utility services, postage, freight, and express charges; and

**NOW, THEREFORE BE IT RESOLVED** that the Board of Trustees will approve reimbursement to such officers and employees at the rate of \$0.67 per mile, which is the federal standard mileage rate.

This resolution is effective immediately.

### **AUTHORIZE ORGANIZATIONAL MEETINGS**

**WHEREAS** there is to be held during the coming official year several schools, conferences, and seminars for the benefit of the local government, and

**WHEREAS** attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality;

**NOW, THEREFORE BE IT RESOLVED** that the following officers and employees are authorized to attend the following schools:

Mayor, Trustees:

NYS Conference of Mayors (NYCOM) – Winter Legislative Meeting,  
Annual Meeting, Fall Training School  
Onondaga County Mayors Association-monthly meetings

Village Clerk and Village Treasurer:

NYCOM Annual Meeting and Fall Training School  
NYALGRO Annual Conference  
NYS Association of City and Village Clerks Annual Meeting

DPW Employees:

Association of Towns Highway Superintendent Meetings – Monthly and Annual Conference  
Highway School – Ithaca – Cornell Local Roads Program  
CNY Water Works Conference –twice annually (Spring and Fall)  
NYWEA Training- Spring and Fall  
NY Rural Water Annual Training – Spring  
Board of Transportation – 3-4 times per year

Chief of Police:

NYS Chiefs of Police Association – Annual four-day conference  
Onondaga County Chiefs of Police – Monthly Meetings  
Central New York Chiefs of Police – Monthly Meetings

School Resource Officers:

School Resource Officer School- upon hire

This resolution is effective immediately.

The motion was seconded by Trustee Curtin. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the resolutions were approved.

**PROCUREMENT**

**POLICY:** Trustee Curtin made a motion to approve the following resolution:

**WHEREAS**, §104-b of the General Municipal Law requires every village to adopt internal policies and procedures governing all procurement of goods and services not subject to the bidding requirements of GML §103 or any other law; and

**WHEREAS**, comments have been solicited from those officers of the village involved with procurement;

**NOW, THEREFORE, BE IT RESOLVED** that the Village of Marcellus does hereby adopt the following procurement policies and procedures, updating the original policy adopted March 22<sup>nd</sup>, 1993 and amended in October 2002, and most recently in April 2018:

Guideline 1. Every prospective purchase of goods or services shall be evaluated to determine the applicability of §103 (competitive bidding). Every Village officer, board, department head or other personnel with the requisite purchasing authority (hereinafter Purchaser) shall estimate the cumulative amount of the items of supply and the canvass of other village departments of past history to determine the likely yearly value of the commodity to be acquired. The information gathered and conclusions reached shall be documented and kept with the file or other documentation supporting the purchase activity.

Guideline 2. All purchases of a) supplies or equipment which will exceed \$20,000 in the fiscal year or b) public works contracts over \$35,000 shall be formally bid pursuant to GML §103.

Guideline 3. All estimated purchases of:

- Less than \$20,000, but greater than \$5,000, require a written request for a proposal (RFP) and written quotes from three (3) vendors.
- Less than \$5,000, but greater than \$1,000, require an oral request for the goods and oral quotes from 2 vendors.
- Less than \$1,000, but greater than \$500, are left to discretion of the Purchaser.

All estimated public works contracts of:

- Less than \$35,000, but greater than \$15,000, require a written (RFP) and proposals from 3 contractors.
- Less than \$15,000, but greater than \$3,000, require a written (RFP) and proposals from 2 contractors.
- Less than \$3,000, but greater than \$500, are left to the discretion of the Purchaser.

Any written RFP shall describe the desired goods, quantity, and the particulars of delivery. The Purchaser shall compile a list of all vendors from whom written/oral quotes have been requested and the written/oral quotes offered.

All information gathered in complying with the procedures of the Guideline shall be preserved and filed with the documentation supporting the subsequent purchase and public works contract.

Guideline 4. The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the Purchaser prepares a written justification providing reasons why it is in the best interest of the village and its taxpayers to make an award to other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgment shall also be documented and filed with the record supporting the procurement.

Guideline 5. A good faith effort shall be made to obtain the required number of proposals or quotations. If the Purchaser is unable to obtain the required number of proposals or quotations, the Purchaser shall document the attempt made at obtaining the proposals. In no event shall the inability to obtain the proposals or quotes be a bar to the procurement.

Guideline 6. In those situations when competitive bidding is not required, except when directed by the village board, no solicitation of written proposals or quotations shall be required under the following circumstances:

- a) Acquisition of professional services;

- b) Emergencies (must be documented)'
- c) Sole source situations;
- d) Goods purchased from agencies for the blind or severely handicapped;
- e) Goods purchased from correctional facilities;
- f) Goods purchased from another governmental agency;
- g) Good purchased at auction;
- h) Goods purchased for less than \$500
- i) Public works contracts for less than \$500

Guideline 7. This policy shall be reviewed annually by the village board at its organizational meeting or as soon thereafter as is reasonably practicable.

This resolution is effective immediately.

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

Trustee Curtin made a motion to adjourn the annual meeting and open the public hearing on the Tentative Budget. Trustee Manahan seconded the motion. Mayor Clark called for a vote. All board members voted aye and the motion carried.

The Annual Meeting was adjourned at 7:17 p.m.

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Charnley A. Abbott  
Village Clerk

**PUBLIC HEARING HELD BY THE VILLAGE BOARD  
OF TRUSTEES APRIL 1, 2024 AT THE VILLAGE HALL  
TO CONSIDER THE TENTATIVE BUDGET OF  
THE VILLAGE OF MARCELLUS FOR THE COMING  
FISCAL YEAR 2024-2025**

**PRESENT:** Chad A. Clark, Mayor See List  
Timothy P. Manahan, Trustee  
James P. Curtin, Trustee  
Jeffrey D. Brown, Village Attorney  
Charnley A. Abbott, Village Clerk

**ABSENT:** None

Trustee Curtin made a motion to adjourn the annual meeting and open the public hearing on the Tentative Budget. Trustee Manahan seconded the motion. Mayor Clark called for a vote. All board members voted aye and the public hearing was opened at 7:17 p.m.

Mayor Clark began the public hearing by explaining that the purpose of the meeting was to consider the tentative budget for the fiscal year, June 1, 2024 – May 31, 2025. Mayor Clark then made the following comments on the tentative budget on behalf of the Village Treasurer.

**COMMENTS FROM THE VILLAGE TREASURER**

Mayor Clark began by announcing that copies of the tentative budget, which has three components: The General Fund, the Water Fund, and the Sewer Fund, were available for the public and explained that the proposed tentative budget of Village of Marcellus was for the fiscal year beginning June 1, 2024 and ending May 31, 2025.

**GENERAL FUND**

The proposed General Fund Budget for the Village's fiscal year ending May 31, 2025 maintains the Village tax rate at \$5.89 per \$1,000 of assessed valuation. Despite no increase in the Village tax rate from last year, this tax levy will generate slightly more than \$10,000 in additional revenue for the Village, due to an overall increase in the total taxable value of properties in the Village as determined by Onondaga County. This is primarily due to the development of the Baltimore Ridge Housing project, which is now well under way. This proposed Village tax levy also will not exceed the NYS Tax Cap Limit. For the previous five budget years, the Village's General Fund has been able to maintain its trash collection rate charged at \$50.00 per unit, with no increases. However, faced with continued annual increases in costs to the Village's trash hauler contractor, stemming largely from increased fees charged by OCCRA,



which the hauler must then pass along to the Village, the Village is now left with no choice except to increase its per unit trash collection rates charged to Village residents, from \$50.00 per unit to \$55.00 per unit, effective with the General Fund Budget for the Village's fiscal year ending May 31, 2025. It is essential that, to the extent possible, the Village continues to invest in improving and maintaining its network of Village streets and sidewalks on an ongoing basis. As such, this proposed General Fund Budget includes the initial funding for a new capital project for Flower Lane Road & Drainage Improvements. At this time, the Village has secured an initial \$180,000 in grant reimbursement funding under the DASNY C.R.E.S.T. Program, which requires that the Village first pay for these project expenditures and then apply for reimbursement from these grant monies. The Village has entered into a new contract with General Code to create and maintain e-codification of the Village's municipal code, something which has already been undertaken by virtually every other municipality in the State. This will be the second year under this contract, which is projected to cost the Village approximately \$10,000 for the fiscal year ending May 31, 2025. Through the continuing efforts of the Village departments to operate as fiscally conservative as possible each budget year, departmental costs have been controlled. This has continued to benefit the Village in offsetting the cuts in State funding, as well as the increasing costs of unfunded mandates by NYS such as pension costs and health insurance. As such, the proposed General Fund Budget for the Village's fiscal year ending May 31, 2025 shows a budget surplus of \$8,283.00.

#### WATER FUND:

Pursuant to an Intermunicipal Agreement with the Town of Marcellus, the Village shares in the cost of maintaining the Limeledge Water District, in the form of a fixed annual payment to the Town. Also, the Village is required by OCWA to pay for the maintenance of the fire hydrants in the Village, also on an annual basis. In the absence of revenues from water usage charges since OCWA took over water service to Village residents, the revenues section of this proposed Water Fund Budget for the Village's fiscal year ending May 31, 2025 incorporates an interfund transfer from the Village's General Fund in an amount equal to the amount of expenditures which will be required for the upcoming fiscal year.

#### SEWER FUND:

Although the Village's \$8 million Wastewater Treatment Plant Facility Upgrade Capital Project to remove phosphorus, as mandated by the NYSDEC, has been completed for four years now, the upgraded Plant will still require regular ongoing maintenance and repairs to its operational equipment in order to remain in compliance with its SPDES permit. In addition, some of this equipment, such as digester blowers, aeration blowers and sludge and influent pumps, is required to run continuously (24/7). Others, such as the UV disinfection system, while not required to

run 24/7, are still mandated by the NYSDEC to be operational as required, and are inherently costly to maintain. As such the Village has created a scheduled long-term equipment replacement plan. This proposed Sewer Fund Budget incorporates the second year of this plan, which includes expenditures related to this replacement plan at a total projected cost of at least \$20,000. In addition, the day-to-day costs of operating this Wastewater Treatment Plant continue to rise. These include NYSDEC required laboratory testing, purchase of chemicals and supplies, sludge removal and hauling charges, water usage, and well as the costs of utilities and insurance, not to mention the ever increasing costs of unfunded mandates by the State including pension costs and health insurance. The increased costs to the Sewer Fund for purposes of this proposed budget are projected to be over \$50,000. For the previous five budget years, the Village's Sewer Fund has been able to maintain its minimum sewer rate per unit per 1,000 gallons at \$100.00 for Village sewer users, with no increases to Village, Town, or School District Sewer Users since April 2019. However, given the current financial situation as described herein, the Village is now left with no choice except to begin increasing its sewer rates to all users beginning with the Sewer Fund Budget for the fiscal year ending May 31, 2025. It is projected that the first of what should be expected to be at least several rate increases, currently in the amount of 2%, will take effect beginning with the July 2024 billing to Village sewer users, with increases to Town and School sewer users to follow accordingly. Also included in this proposed Sewer Fund Budget is an increase in the annual administrative and outside user fee contractually charged to both Town and School users, in a further attempt to offset the increased costs of operating the Wastewater Treatment Plant Facility by the Village. Despite this projected increase in sewer rates and also the increase in the rate of annual administrative and outside user fees charged to the Town and School, the proposed Sewer Fund Budget for the Village's fiscal year ending May 31, 2025 still shows a budget deficit of \$(33,462). While The Office of The New York State Comptroller strongly advises that the Village of Marcellus be able to demonstrate that it is making a continual effort to build up all of its governmental operating fund balances, including the Unappropriated Sewer Fund Balance, for purposes of this proposed budget for the fiscal year ending May 31, 2025, it does not appear that the Village will be able to comply.

#### **COMMENTS FROM TRUSTEES**

Mayor Clark asked if there were any comments from the other members of the Board. Trustee Manahan stated that the Village Treasurer, as well as all of the Village staff, work very hard on the complex budget process and have done very well to keep the Village in good fiscal standing. Trustee Manahan, along with Mayor Clark and Trustee Curtin, thanked the Village employees for their efforts.

#### **COMMENTS/QUESTIONS FROM THE PUBLIC**

Mayor Clark opened the floor and asked for comments from the public. There were no items from the floor.

**VOTE ON 2024-2025 TENTATIVE BUDGET**

Trustee Curtin made a motion to approve the Tentative Budget for the Village of Marcellus, for 2024-2025, and to maintain the property tax levy at \$5.89/1000 of assessed valuation. The motion was seconded by Trustee Manahan. Mayor Clark asked if there was any discussion on the tentative budget. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

**ADJOURNMENT**

Mayor Clark made a motion to adjourn the tentative budget hearing and open the public hearing regarding proposed Local Law #2 of 2024. The motion was seconded by Trustee Manahan. Mayor Clark called for a vote. All board members voted aye and the tentative budget hearing was adjourned, and the public hearing regarding Local Law #2 of 2024 was opened at 7:28 p.m.

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Charnley A. Abbott  
Village Clerk

**PUBLIC HEARING OF  
THE VILLAGE OF MARCELLUS  
HELD AT THE VILLAGE HALL  
ON APRIL 1, 2024**

**PRESENT:** Chad A. Clark, Mayor See List  
Timothy P. Manahan, Trustee  
James P. Curtin, Trustee  
Jeffrey D. Brown, Attorney  
Charnley A. Abbott, Village Clerk

**ABSENT:** None

Trustee Curtin made a motion to adjourn the tentative budget hearing and open the public hearing regarding proposed Local Law #2 of 2024. Trustee Manahan seconded the motion. Mayor Clark called for a vote. All board members voted aye and the public hearing was opened at 7:28 p.m.

Mayor Clark explained that the purpose of the public hearing was to allow all interested parties the opportunity to be heard regarding Local Law #2, which will allow the Village Board to override a property tax cap that is in excess of the tax levy limit of 2%, mandated by the State of New York. The property tax cap complicates the budget process and at a recent workshop, the Board decided to override the tax cap. The Village expects to stay under the property tax cap; however, the Village might not be able to abide by the formula devised by the State for a tax cap. Having learned from the experience of several municipalities, it is best to override, if only to protect the Village from penalty. Should the adopted budget vary from the actual budget, resulting in a tax hike of more than 2%, the Village would be responsible for a host of fines for violating the tax cap. The public might think that the Village, by overriding the cap, is just ignoring the law and not in support of a tax cap, when the Village is very much in favor of it. However, with the Village continuing to receive unfunded mandates from the state, coupled with a cap on its ability to raise revenue, it is very difficult for the Village to plan or even survive. There are too many variables in the tax cap and therefore, the Village Board has proposed this local law to vote to override the tax cap, just to protect the Village from penalty.

Mayor Clark asked if there were any comments from the Village Board. There were none.

Mayor Clark asked if there were any comments from the public. There were none.

Trustee Curtin made a motion to adjourn the public hearing, seconded by Trustee Manahan. Mayor Clark called for a vote. All members voted aye and the meeting was adjourned at 7:30pm.

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Charnley A. Abbott, Village Clerk

(SEAL)

BRIDGE

MARCELLUS POLICE DEPARTMENT

MONTHLY REPORT

MARCH 2024

RESPECTFULLY SUBMITTED

CHIEF BERNARD PODSIEDLIK

# MONTHLY REPORT

## MARCH 2024

<u>ACCIDENTS</u>	MTD	2023	2022	2021	2020
PROPERTY DAMAGE	0	12	13	15	14
PERSONAL INJURY	0	1	0	0	2
PEDESTRIAN	0	0	0	0	0
FATAL	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>13</b>	<b>15</b>	<b>18</b>	<b>16</b>

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	<u>MTD</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>
STOLEN PROPERTY	\$ 00.00	33,428.22	3049.00	8651.05
RECOVERED PROPERTY	\$ 00.00	00.00	00.00	00.00

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The Police Department responded to and investigated **143** incidents in MARCH 2024.

**The total number of calls and incidents for 2024 to date is 396**

The total number of calls and incidents for 2023 to date is 1552

The total number of calls and incidents for 2022 to date is 1239

The total number of calls and incidents for 2021 to date is 1108

The total number of incidents that the police department responded to for the year 2020 is 731

MARCH  
2024 ARRESTS

<u>CLASSIFICATION</u>	<u>MTD</u>	<u>YTD</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
FELONIES	0	0	2	1	1	2	6
MISDEMEANORS	0	0	3	9	1	9	31
WARRANTS	0	0	0	0	1	1	1
VIOLATIONS	0	0	1	0	3	3	0
<b>TOTALS</b>	0	0	6	10	6	15	38

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	<u>MTD</u>	<u>YTD</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
ALARMS	0	3	14	7	15	20
AMBULANCE CALLS	2	9	0	24	51	51
ANIMAL	1	1	4	2	5	6
ASSAULTS	0	0	2	0	0	1
ASSIST OTHER AGENCY	2	6	29	27	32	42
ASSIST TO CITIZEN	9	26	88	73	85	54
BURGLARY	0	0	5	0	2	2
CALL FOR POLICE	0	4	3	0	1	0
CRIMINAL MISCHIEF	0	0	6	3	5	13
DETAIL	17	47	146	99	177	173
DISPUTE	0	0	11	9	6	15
DISABLED VEHICLE	0	0	11	10	12	9
DISTURBANCE	0	2	3	5	4	3
DOMESTIC VERBAL	0	2	10	5	10	6
DOMESTIC PHYSICAL	0	0	4	2	4	1
DRUG	0	0	1	1	0	6
DWI	0	0	1	0	0	2
ESCORT	0	0	0	0	0	2
FIRE CALLS	0	2	5	9	4	2
FOLLOW UPS	19	49	104	99	149	154
HARASSMENT	0	0	7	7	5	10
HAZARDOUS CONDITION	0	0	5	1	6	10
INTOXICATED PERSON	0	0	1	0	2	2
JUVENILE PROBLEM	0	0	1	0	3	10

	MTD	2023	2022	2021	2020
LARCENY	0	0	28	13	7
LOCAL LAW VIOLATION	0	0	0	4	0
MENACING	0	0	0	0	0
MENTAL HEALTH LAW	0	1	6	4	4
MISCELLANEOUS	19	44	9	77	95
MISSING PERSON	0	0	0	2	1
PARKING COMPLAINT	0	1	7	11	29
PARKING TICKETS ISSUED	0	6	0	10	42
PERSONAL INJURY ACCIDENT	0	0	0	1	1
POLICE INFO	7	15	53	45	56
PROPERTY CHECKS	48	139	92	375	545
PROPERTY DAMAGE	0	0	5	9	13
PROPERTY LOST/FOUND	1	1	4	6	2
ROBBERY	0	0	0	0	0
SEXUAL OFFENSES	0	0	0	0	1
STATUS CHECK	0	0	2	0	2
STOLEN VEHICLE	0	0	0	0	0
SUSPICIOUS PERSON	1	2	12	14	20
SUSPICIOUS VEHICLE	1	3	10	14	17
TRAFFIC COMPLAINT	0	0	0	0	3
TRAFFIC STOPS	8	18	10	105	99
TRAFFIC TICKETS ISSUED	5	8	6	70	45
TRESPASS	0	0	4	1	1
<b>CALLS FOR SERVICE</b>	<b>143</b>	<b>396</b>	<b>1188</b>	<b>1909</b>	<b>2217</b>

# *Village of Marcellus*

## *Code Enforcement*

### *Monthly Report*

*March 2024*

*Submitted by:*

*Paul E. Stacey, Deputy Code Official*

Accident/ Incident/ Fire	1
Air Sealing Inspection	0
Appearance Ticket	0
Application Review	0
Attempt to Serve	0
Building Inspection	0
Certificate of Compliance	0
Complaint Inspection	1
Court	0
Drywall Inspection	0
Electrical Inspection	0
Email Received	5
Email Sent	5
Final Inspection	8
Final Notice	0
Fire Inspection	0
Fireblocking Inspection	0
Follow-up Violation	0
Footer Inspection	0
Foundation Inspection	0
Framing Inspection	3
Hearing	0
Illicit Discharge Inspectio	0
Insulation Inspection	1
Investigation	0
Letter Sent	0
Mechanicals Inspection	0
Meeting	12
Notice of Violation	0
Office Work	9
Order to Remedy	0
Patrol	3
Permit Approved	1
Phone Conversation	9
Plan Review	0
Plumbing Inspection	1
Pre-permit Inspection	2
Rated Assembly Inspectio	0
Rental Inspection	3
Schedule Inspection	0
Sign Removed	0
Site Inspection	6
Stop Work Order	0
Stormwater Inspection	0
Training	1
Violation Inspection	0
Voice Mail	4
Other	5
<b>Total:</b>	<b>0</b>

**Summarized Action Totals:**

From: 03/01/24  
To: 03/31/24

Application/ Plan Reviews	0
Building Permits Issued	1
Construction Inspections	15
Fire Inspections	4
Complaint Inspections	1
Violation Inspections	3
Stormwater Inspections	0
Notices and Letters	5
Meetings (government & private)	12
Miscellaneous Actions	39
<b>Total</b>	<b>80</b>

**Notes:**

Building permits 3  
Value of projects for permits issued: \$39,800  
Building permit fees: \$300

03/01/24	8	W Main St	meeting	Met w/Jhn Lischak (Finders Keepers Mining) We discussed the possibility of the Chamber of Commerce having 8 - 10 vendors parking on Main Street, Wednesdays in July & August to sell produce.
03/01/24		Office	meeting	Met w/ Bill Kinney & Trustee Jamie Curtin re: what issues to look for if/when Stewarts comes in to the Village
03/01/24		Office	Voice Mail	Recvd message from Mike Mahoney (315) 263-9194 re: truck parked in front yard
03/01/24		Office	Voice Mail	Recvd message from Rachael @ VanDerhoof Roofing re: insurance paperwork for roofers on 5 Baltimore Ridge Road
03/04/24	5	Baltimore Ridge Rd	Site Inspection	toured area discussed with Tim Locastro Sr. the mud on the street
03/04/24		Office	Meeting	Village Board, Jeff Brown (Village Attorney), Chuck Marshall and myself met and had Stewarts submit a hardship application on behalf of Nojaims'
03/04/24		office	email received	recvd email from Signlanguage Inc., Inquiring on behalf Gretchen's Confections @ 4 East Main Street.
03/04/24		office	email sent	Replied to email from Signlanguage informed them that the wall sign had a maximum size of 22 sq. ft., I also enclosed the pertinent parts of the Village ordinance regarding signs in the Village Center District.
03/04/24	4	E Main St	Site Inspection	Measured the store front to calculate the maximum size of a sign for Gretchens Confections. Met with Gretchen Christenson
03/05/24	5	Baltimore Ridge Rd	Framing Inspection	Inspected the framing and found several issue that need to be looked after. Trusses missing either truss screws or toe nail to top plate, a couple of load points not properly supported, a 2 X 4 in a truss is cracked, jack post not aligned with main floor LVL, girder truss missing joist hangers, and several "H" clips missing
03/05/24		Office	meeting	Met briefly w/ Gretchen Christenson(Gretchen Confections)She dropped of her Business Information Form and I informed her that because she is changing the occupancy class from F-2 to a B she will need to go thru the hardship procedures of the moratorium before applying to the Planning Board
03/05/24		Office	Email Sent	Sent Email to Dan Tontarski (FABCO) re: a cracked 2 X 4 in one of the trusses.
03/05/24		Office	Email received	Recvd email from Dan Tontarski replying to my email with his recommendation on how to fix the cracked 2 X 4 in the truss
03/05/24		Office	Email received	Recvd email from Jennifer Locastro requesting a list of framing discrepancies for 5 Baltimore Ridge Road

03/06/24		office	office work	worked on creating a Hardship Exemption Form to be use for Village Center projects during the moratorium.
03/06/24		office	office work	did research on the selling of THC infused beverages
03/06/24		office	meeting	Met w/ Tin Manahan and re; THC infused bevarages being sold @ NOJAIMS
03/07/24	33	Maple St	Rental Inspection	Inspected all 24 apartments of Upper Crown Landing complex
03/07/24	3	Austindale Ave	Rental Inspection	Inspected all 28 apartments of 9 Mile Landing complex
03/07/24		Office	Email sent	Sent email containing the list of current discrepancies regarding the framing of 5 Baltimore Ridge Road
03/07/24	1	Maple St	Framing Inspection	Inspected the frame of the porch being instaled. No issues
03/08/24		Office	training	Attended virtual class on "Maintenance and Loading Requirements for Parking Garages"
03/08/24		Baltimore Ridge Rd	Site Inspection	drove around Baltimore Ridge Development. Noted some excessive mud on roads by construction crews. Informed the individual crews, they need to clean up the mess and reminded them that the silt fences need to stay up .
03/11/24		Office	email received	Received copy of electrical final inspection for 7 Baltimore Ridge Road
03/11/24		Office	email received	Received a copy of the insurance form for Leaders Fence Co Inc
03/11/24		Office	office work	worked on the new E Codes 360
03/11/24		Office	phone conversation	Spoke w/ the town tax assessor to give an update on the 9 new homes and their % of completion
03/11/24		Office	office work	Received the Rental Property Registration form for 14 Slocombe Avenue
03/12/24	5	Baltimore Ridge Rd	Site Inspection	Visited site Spoke w/Tim Locastro Sr. He mentioned that the Homeowners (His Son & Daughter in Law) changed some of the structure and will get me updated blueprints. I also noticed some of the issues I noted earlier, have been corrected.
03/12/24	7	Baltimore Ridge Rd	Final Inspection	At Dan Wallace's (Mark Antony's GC) I did a preliminary final Inspection. A couple of minor issues were noted. The main issue is the curling up of the deck boards on the back deck. The deck boards are all being replaced. The hope is to have the final Final Inspection this Friday.
03/12/24		Office	phone conversation	Spoke with Gretchen of Gretchen's Confectioners. Scheduled a meeting with her, Greg Crysler, and myself to get an overview of her plans and intentions.
03/12/24	15	North St	Meeting	Spoke w/Marlene Spencer and informed her that her election signs, that were in the Village right-of-way needed to be moved.

03/12/24		office	office work	Worked on the Department of State's year end report.
03/13/24		Village	patrol	toured village looking for violations - only issue is a few political signs for the upcoming Village election, are in the Village right of way. Will contact the parties and have them move the signs
03/13/24		office	Phone Conversation	Spoke w/ Trustee Jamie Curtin re: update of 8 Paul Street. Also informed him that his election signs needed to be moved out of the Village right-of-way
03/13/24		office	meeting	Met w/Ross Ireland re: 11-13 Bradley Street He was wondering about the inspection cycle for his property and why so short of a turn around.
03/13/24		office	Voice Mail	Left msg for Ammar Obadi for information regarding his Planning Board Application
03/13/24		office	plumbing inspection	Recvd plumbing certificate from the County for 6 First Street
03/13/24		office	Phone Conversation	Spoke w/Ammar Obadi and asked him for a tentative floor plan of his grocery store for 19 north and a list of his other grocery stores.
03/14/24		office	Phone Conversation	Spoke w/Marlene Spencer about the political signs in the Village right-of-way
03/14/24		office	office work	Completed and submitted Department of State Year end report for codes
03/14/24		office	Phone Conversation	Spoke with Brad Houghtaling (17 Baker Road)re: their permit for an inground pool and accompanying fence. I informed him about the alarm for the door and requirement for windows, when either one opens into the pool area directly.
03/14/24	4	E Main St	Meeting	met w/ Bill Christensen (Gretchen's Confections), Greg & Mallory (Village Sewage Treatment Plant). We discussed the sewage and grease trap requirments and what they will be doing . When they were done I discussed the sign permit, sidewalk café, electrical, Hardship exemption, and the potenial need for a public restroom.
03/15/24	17	Baker Rd	Pre-Permit Inspection	Visited 17 Baker Road and spoke w/ Theresa Houghtaling regarding the permit. Informed her that the 2 side windows from the room off the deck would need some sort of safety latch system and the door would need an alarm.
03/15/24	7	Baltimore Ridge Rd	Final Inspection	performed a preliminary inspection still needed a couple of items. The Blower door test along with the Water Authority Inspection. Informed him he needs to hang the Insulation fact sheet in the house.
03/15/24	1	W Main St	Other	Removed an election sign for Mary Lollis Barnell, due to it being in the village right-of-way and on Church property.



03/15/24	6	Slocombe Ave	Other	Gave Mary Mary Lollis Barnell her sign back and informed her about the Village Ordinance regarding signs.
03/15/24		Village	Patrol	Drove around the village looking for violations. Paying particular attention to election signs
03/16/24	23	Reed St		Removed an election signs for Erik Randall & Chad Clark , due to it being in the village right-of-way and they blocked drivers vision.
03/18/24	7	Baltimore Ridge Rd	Final Inspection	Performed final inspection, issues found were the back deck was not complete. Missing railing and stairs to the ground.
03/18/24	14	Slocombe Ave	Rental Inspection	Inspected both apartments, only issue is the use of an unbonded CSST line for the stove.
03/18/24	9	Baltimore Ridge Rd	Final Inspection	Performed final inspection, only issues were the grading in the front yard for walkway and side landing and stairs off the east side of the house
03/19/24		Office	Other	Organizing and cleaning the records storage room
03/19/24		Office	Phone Conversation	Spoke with Dan Wallace regarding Certificate of Occupancy for 7 Baltimore Ridge Road. I explained I was just waiting on the final plumbing inspection from the County.
03/19/24		office	other	Serched records for a survey for 4 East Main Street.
03/20/24		office	Permit approved	Approved permit for 17 Baker Road, for an In ground pool and fence
03/20/24	9	Baltimore Ridge Rd	Final Inspection	Verified the side landing and stairs were completed and landscaping were in process.
03/20/24		office	Email sent	Issued Certificate of Occupancy to Stone Hammer Homes for 9 Baltimore Ridge Road and emailed it to their office
03/20/24		office	office work	Prepared need items for Planning Board Meting
03/20/24		Office	Meeting	Attended Planning Board Meeting
03/21/24	6	First St	Framing Inspection	Performed framing inspection at 6 First Street. No Issues
03/21/24		office	voice mail	Left message for Gretchen of Gretchen's Confections.
03/21/24	13	Baltimore Ridge Rd	Final Inspection	Performed final inspection of property. Back deck was missing stairs to ground level and Attic access was blocked by closet organizer. Informed Dan Wallace (GC for Mark Antony Homes)
03/22/24	6	First St	Insulation Inspection	Performed insulation Inspection at 6 First Street. No Issues
03/22/24	19	North St	Final Inspection	Performed Final Inspection on Riseform Brewery. No Issues. Also did occupancy load & corresponding drawing.
03/22/24		office	Email Sent	Emailed Temporary Certificate of Occupancy to Dan Wallace for 7 Baltimore Ridge Road. ONLY stipulation is the back deck is not to be used until stairs and associated railings are installed and inspected by Code Officer.



03/25/24	1	E Main St	Site inspection	There was a movie crew filming in the Church Sanctuary as well as other areas of the Church property. Spoke w/Vanessa (Line Producer) & Alex Burrows (Production Coordinator). They informed me that they were only there for the day. Explained the issues, concerns and safety measures. Verified they would not be disabling the fire alarms.
03/25/24		village	patrol	Toured village looking for political signs. Only signs left were the 2 that were on buildings in The village center district (Erik Randall & Chad Clark)
03/25/24		Baltimore Ridge Rd	Site Inspection	Toured area, checked with the builders on updates of their houses.
03/25/24	25	South St	Accident/ Incident/ Fire	A car backed into the southwest corner of Building A, of the Braeside Apartments. Damage was confined to the basement level. The car appeared to back into the window. Damage appears to be the window frame and corresponding jack studs & king studs. Also some bricks on the outside that were just cosmetic. The Maintenance crew removed the window frame and cleaned up the glass, and shored up the lintel of the window. then secured the opening.
03/25/24		High School Auditorium	Village Board Meeting	Attended Village Board Meeting
03/26/24		office	other	Began creating a timeline of steps for Planning Board, Special Use Permit, Asbestos Inspection, Demo and other concerns and issues regarding the change from Nojaims to Stewarts.
03/27/24		office	office work	received rental registration form for 11-13 Brad
03/27/24		office	office work	received complaint re: blue tarp at 8 Paul Street. The tarp is falling apart and the pieces are being blown across the street on to neighboring property
03/27/24		office	Meeting	Met w/ Gretchen of Gretchen's Confections. Received her Hardship Exception Application, sidewalk Café Permit . We also discussed the steps that are needed to be able to open.
03/27/24		office	phone Conversation	Spoke w/ Mark Antony re: C of O for 13 Baltimore Ridge Road. I explained that the attic access was blocked by a closet organizer and that it needed to be removed before I could issue the C of O
03/28/24	8	Paul St	complaint Inspection	Noticed a blue tarp hanging over one of the entrances to building #1 and a green tarp draped over the main roof of the building. Both tarps are shredded and pieces are laying on the ground.
03/28/24	13	Baltimore Ridge Rd	Final Inspection	inspected and verified that the attic access was not blocked and took pictures. Issued Temporary Certificate pending the stairs to the back yard are installed and inspected by the Codes Office.

03/28/24	3	Flower Ln	Pre-permit inspection	Met w/ Leonard Brown (G C) @ 3 Flower Lane to discuss his upcoming deck project. His thoughts about what he will be doing and what issue / inspections I require.
03/28/24		office	meeting	Met w/ Mary Haney regarding joint driveway between 5 & 7 Paul Street. I also explained the code regarding fences. It seems there is some issues between the neighbors and with what work is actually being done.
03/28/24		office	meeting	Met w/Denise Faulkner regarding joint driveway between 5 & 7 Paul Street.
03/28/24		office	Phone Conversation	Spoke with Tim Lacastro Sr. (Upstate Paving) His company will be doing the paving of the driveway @ 5 Paul Street. I explained the situation and he has agreed to let me know in advance when he will be doing the work. I will then attempt to have both parties there so he will explain everything to both parties at the same time.
	35	E Main St	Violation Inspection	took pictures of registration, Inspection and License Plate of the truck sitting in the driveway
		Office	Investigation	Showed pictures of the truck @ 35 East Main Street to the Chief of the Village Police. He checked the information and gave me a copy of the last registered owner of the truck

Marcellus Town Board  
 Regular Meeting  
 Wednesday, March 6, 2024  
 6:30 PM

A Regular Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, March 6, 2024, in the Town Hall, 22 East Main Street, Marcellus, New York.

Present: Laurie Stevens	Supervisor
Jeff Berwald	Councilor
Percy Clarke	Councilor
Gabe Hood	Councilor
 Absent: Terry Hoey	 Councilor

Also Present: Mike Ossit, Highway Superintendent; Phil Coccia, Recreation Director; Jim Gascon, Town Attorney; Jason Burke, Jim Rossiter, Gary and Linda Wilcox, Bill Southern, Karen Johnson, Jeff Lantry, Colin Scherer, Codey Kociela, Quenten Polkowski, Will Glass, Jack Paine, Steven Bolewski, Maggie Buff, Mackenzie Hammond, Scott Stearns, Zoning Chairperson; Dave Card, Fire Department President; Joel McNally, Fire Chief; Suzanne Tobin, Deputy Town Clerk; Rosemary Tozzi, Town Clerk

**Waive the Reading and Accept the Minutes:** Councilor Clarke made a motion seconded by Councilor Hood to waive the reading and accept the minutes as presented by the Town Clerk. The minutes were from the February 7, 2024, Town Board Meeting and the February 21, 2024, Workshop Meeting.  
 Ayes – Berwald, Clarke, Hood and Stevens Carried

**Monthly Activity:** The abstract of Audited Vouchers for March 6, 2024, given to the Board Members as submitted by the Town Clerk. Abstract #3 as of February 29, 2024. Claim # 156310-156342.

	<u>Expenses</u>
General Fund	\$16,883.24
Part Town General	266.73
Townwide Highway	<u>1,422.48</u>
Total	\$18,372.45

Board Members were given the Activities Report as of March 1, 2024. Fiscal year 2024 Period 2.

	<u>Revenue</u>	<u>Expense</u>
General Fund	(2,172,282.05)	191,449.69
Part Town General	( 202,674.28)	29,764.91
Townwide Highway	( 4,705.03)	71,060.13
Part Town Highway	( 54.05)	4,583.00

Capital Projects	( 0)	0.00
Fire District	( 397,939.50)	107,021.25
Hydrant Fund	( 3,074.65)	0.00
Ambulance Fund	( 313,366.35)	78,341.25
Sewer District	( 195,952.19)	195,952.00
Water District	( 176,051.27)	41,470.00

**Bank Balances:**

The total of all Bank Balances for January 2024 is \$3,932,771.21

Councilor Hood made a motion seconded by Councilor Clarke to approve the Abstract of Audited Voucher Reports as of February 29, the Activities Report as of March 1, 2024, and the Bank Balance Balances of January 2024.

Ayes – Berwald, Clarke, Hood and Stevens Carried

**OLD BUSINESS**

**2595 Pleasant Valley Road:** The Town’s local code requires that Jim Gascon, Town Attorney prepare the documents, file documents with the County Clerk’s Office and properly serve the documents to the homeowner. Once Jim Gascon’s office has completed these steps the Town will move forward with the process for demolition.

**Welcome Center:** Pictures of the Welcome Center were presented at the Town Board Meeting. The Park was awarded a grant for repairs to the building. The grant was approved for new siding and roof. The Town is waiting for the description from the engineer. Once the Town has the description, they can be added to the RFP which will then be published for bids. The grant must be used for approved items only and must be completed by the deadline given by the county of September 30, 2024, to be reimbursed.

**NEW BUSINESS**

**Highway Addition:** Mike Ossit, Highway Superintendent is applying for a grant for an addition on the Highway Department Building. The addition would include a breakroom, bathroom, and a private office of the Highway Superintendent. Mike turned in the packet to Senator Rachel May and will also be giving one to Onondaga County Legislator Julie Abbott.

**Tim’s Pumpkin Patch PUD Extension:** Currently the PUD has an expiration date of May 6, 2024. The Town Board is requesting a six-month extension. The Board is waiting for the engineer report. Once all the reports are back the Planning and Zoning Board will make their recommendations and present that to the Town Board. The new expiration date for Tim’s Pumpkin Patch PUD will be November 6, 2024. Councilor Hood made a motion seconded by Councilor Berwald to approve the six-month extension for the PUD.

Ayes – Berwald, Clarke, Hood and Stevens Carried

**1<sup>st</sup> Marcellus XC Invitational:** Jason Burke Marcellus cross country coach is asking the Town Board to approve the use of the Marcellus Park for a Cross Country Invitational on October 5, 2024. This event will use most of the park for the course and all pavilions. There will be 8-10 races with up to 30 schools participating, the event time is 8:45am-2:00pm. It is estimated that this event will host 300-400 people. The details are still being worked out with talk about having food trucks and a band, Friends of the Park,

will be contacted to see if they are interested in participating. Parking is still being discussed with the possibility of parking buses at the High School. They are hoping for local sponsors. The event coordinator is responsible for providing porta potties and covering the cost of them. The Booster Club will be involved and cover the certificate of insurance. More details will be provided when they become available.

Councilor Berwald made a motion seconded by Councilor Clarke to approve the Cross-Country Invitational at the Marcellus Park.

Ayes – Berwald, Clarke, Hood and Stevens Carried

**Fire Department- Electrical Bid:** Dave Card presented the Town Board with a bid from Rick Kelley Electric for the Fire Department kitchen. The bid total is \$2,875.00.

Councilor Clarke made a motion seconded by Councilor Berwald to approve the electrical contract for the Fire Department kitchen.

Ayes – Berwald, Clarke, Hood and Stevens Carried

**Fire Department- Fire Protection System Service Proposal:** Dave card present the Town Board with a bid from Associated Fire Protection Corp. Proposed details: relocate existing test and drain assembly to new location, relocate (3) pendants utilizing flexible connectors, material, and labor (including prevailing wage) total bid cost \$2,300.

Councilor Hood made a motion seconded by Councilor Berwald to approve the fire protection system service proposal.

Ayes – Berwald, Clarke, Hood and Stevens Carried

**Park- Ferris Zero Turn Mower- Permissive Referendum:**

## TOWN BOARD RESOLUTION TOWN OF MARCELLUS

### SUBJECT TO PERMISSIVE REFERENDUM

At a regular meeting of the Town Board of the Town of Marcellus, held at the Town Hall, 22 East Main Street, in said Town, County of Onondaga and State of New York on March 6, 2024, at 6:30 P.M., there were:

<b>PRESENT:</b>	Laurie Stevens	Town Supervisor
	Jeff Berwald	Councilor
	Percy Clarke	Councilor
	Gabe Hood	Councilor
<b>ABSENT:</b>	Terry Hoey	Councilor

**WHEREAS,** the Town of Marcellus Park Department has advised the Town Board of the Town of Marcellus of the Department’s continuing need to repair, replace and update its fleet of equipment; and

**WHEREAS,** the Town of Marcellus Park Department desires to acquire a new Ferris Zero Turn mower; and

**WHEREAS**, available through Main and Pinckney, Inc., is a Model 5902064 Ferris Zero Turn mower at a contract price not to exceed Sixteen Thousand Dollars and 00/100 Cents (\$16,000.00); and

**WHEREAS**, this is a State and/or County approved price by way of the Bidding Process; and

**WHEREAS**, pursuant to Section 6-C of the General Municipal Law, the Town Board of the Town of Marcellus has created, by means of a resolution, an equipment reserve fund known as the "Park Capital Reserve" for purposes of funding the purchase of equipment in the Town of Marcellus; and

**WHEREAS**, such fund has been maintained in accordance with Section 10 of the General Municipal Law; and

**WHEREAS**, the Town Board of the Town of Marcellus is desirous of expending monies from the Park Capital Reserve of the Town of Marcellus and for the purchase of the aforementioned Model 5902064 Ferris Zero Turn mower for use by the Town of Marcellus Department in the physical betterment and improvement of the Town; and

**WHEREAS**, said mower shall be purchased from Main and Pinckney, Inc., at a purchase price of Sixteen Thousand Dollars and 00/100 Cents (\$16,000.00) using monies from the Park Capital Reserve.

**NOW THEREFORE, BE IT RESOLVED**, the Town of Marcellus Town Supervisor is hereby authorized to enter into an agreement to acquire a Model 5902064 Ferris Zero Turn mower, at a price not to exceed Sixteen Thousand Dollars and 00/100 Cents (\$16,000.00), from Main and Pinckney, Inc; and

**BE IT FURTHER RESOLVED** that the sum of Sixteen Thousand Dollars and 00/100 Cents (\$16,000.00), from the Park Capital Reserve, be designated for expenditure in furtherance of the acquisition of a Model 5902064 Ferris Zero Turn mower; and

**BE IT FURTHER RESOLVED**, that this resolution is subject to permissive referendum as provided in Article 7 of the Town Law; and

**BE IT FURTHER RESOLVED**, that pursuant to Section 90 of the Town Law, that within ten (10) days from the date of this resolution the Town Clerk shall post and publish a notice which shall set forth the date of the adoption of the resolution, shall contain an abstract of said resolution concisely setting forth the purpose and effect thereof, shall specify that this resolution was adopted subject to a permissive referendum, and shall publish such notice in the "Marcellus Observer," a newspaper published in Onondaga County having general circulation in the Town of Marcellus, and in addition thereto that the Town Clerk shall post or cause to be posted on the sign board of the Town of Marcellus, a copy of such notice within ten (10) days after the date of adoption of this resolution.

Said resolution was offered by Councilor Berwald and seconded by Councilor Hood.

<b>VOTE:</b>	Laurie Stevens	Aye
	Jeff Berwald	Aye
	Percy Clarke	Aye
	Gabe Hood	Aye

**ABSENT:** Terry Hoey

**Resolution duly adopted.**

**Dated: March 6, 2024**

**REPORTS FROM DEPARTMENT HEADS:**

**Codes:** John Houser, Codes Officer; A demolition permit has been issued to 2158 Masters Rd property owner for removal of dwelling destroyed by fire, NYSDEC acknowledgement of Notice of Intent for Town of Marcellus is complete, and plan reviews and permitting are increasing. Fire Inspector Deb Williams accomplished 100 commercial property inspection reports for the Town, 65 every 3 years and 35 every year for assemblies. Joanna Clarke, Planning and Zoning Coordinator, is a tremendous help with assisting residents, realtors, and applicants.

**Highway:** Mike Ossit, Highway Superintendent; The Highway Department purchased an attachment for a bobcat in 2022. The Town just received the invoice from the company (Clark Equipment Company). Mike is asking for approval to pay the invoice from the 2023 Fund Balance account. Total invoice \$22,733.48 Councilor Hood made a motion seconded by Councilor Clark to approve Lori Petrocci, Bookkeeper to pay the invoice from the Fund Balance.

Ayes – Berwald, Clarke, Hood and Stevens

Carried

**Parks/Rec:** Phil Coccia, Recreation Director; Thanked the Mason's for providing a meal to Friends of the Park to thank them. Phil also thanked the Highway and park department for their help with the removal of a tree in the creek at the park.

**Town Clerk:** Rosemary Tozzi, Town Clerk; present the Board with the monthly report for February 2024.

Dog Licensing: \$339.00

Misc. Fees: \$107.50

Returned Check fee: \$20.00

Passports: \$700.00

Conservation: \$1.38

Haulers Permit: \$100.00

Building: \$619.00

Zoning Fees: \$150.00

Site Plan: \$50.00

**Total: \$2,086.88**

**DISCUSSION AGENDA:**

**Fire Department:** Dave Card; the carpentry work on the Fire Department kitchen is almost complete. Once that is complete the floor can be completed. The electrical work will start on March 21, 2024.

**ADJOURNMENT:**

Councilor Clarke made a motion seconded by Councilor Hood to adjourn the meeting at 7:03pm.  
Ayes – Berwald, Clarke, Hood and Stevens Carried

Respectfully submitted,

Rosemary Tozzi  
Town Clerk



Marcellus Town Board  
Workshop Meeting  
Wednesday, March 20, 2024  
6:30 PM

A Workshop Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, March 20, 2024, in the Town Hall, 22 East Main Street, Marcellus, New York.

Present: Laurie Stevens	Supervisor
Jeff Berwald	Councilor
Terry Hoey	Councilor
Gabe Hood	Councilor
Percy Clarke	Councilor

Also Present: Mike Ossit, Highway Superintendent; Jim Rossiter, Phil Coccia, Recreation Director; Jim Gascon, Town Attorney; Gary and Linda Wilcox, Greg Cryster, Bill Southern, John Pawlewicz, Claudia and Aidan Hastings, Steven Bolewski, Joe Owen, David Gardner, Tyler Cooper, Suzanne Tobin.

Abstract of Audited Vouchers: The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #3 as of March 19, 2024. Claim #'s 156352-156407, and 156417-156429.

Expense

General Fund	\$72,325.63
Part Town General Fund	3,519.64
Townwide Highway	34,668.07
Part Town Highway	4,415.00
Fire District	9,622.25
Hydrant Fund	1,715.64
Ambulance Fund	1,616.25
Water District	12,104.58
Trust and Agency	1,649.47
Total	\$141,666.53

Councilor Berwald made a motion seconded by Councilor Hood to approve the Abstract of Audited Vouchers and pay the bills as of March 15 and 18, 2024.

Ayes –Berwald, Hoey, Hood, Clarke and Stevens

Carried

## **OLD BUSINESS**

**Building Key Fobs:** Highway Superintendent, Ossit presented the Board with three bids for having key fob entry systems installed in four doors of the Town Hall. The three quotes were from: Alarm Service \$6,955.00, CNY Lock at \$12,740.00 and Kelly Bros. at \$14,536.26. Dave Card shared that Alarm Services had done high quality work for the Fire Department and that he would recommend them. Councilor Clarke made a motion, seconded by Councilor Hoey authorizing Supervisor Stevens to sign the contract with Alarm Services to provide the PDK cloud-based control system and install card readers at 4 door locations as discussed at a cost of \$6,955.00.

Ayes – Berwald, Hoey, Hood, Clarke and Stevens

Carried

## **NEW BUSINESS**

**Joseph Owen – Just Joe’s:** Attorney Gascon began by explaining that Joe Owen of “Just Joe’s” submitted an application for a permit to install a new sign on his building and he was denied by the Planning Board. The Planning Board determined that the sign was significantly larger than the current statute permitted, and they did not want to set a precedent of granting a large deviation on a brand-new statute.

Since the ruling, Mr. Owen has met with several of the Councilors and has investigated the sign laws of various neighboring towns. Mr. Owen has found that other towns base their commercial sign allowance on a fixed percentage of the linear measurement of the building in question on a case-by-case basis and he has collected some proposed language. Attorney Gascon suggested to the Board that the best approach would be to modify the law rather than to approve a large variance.

Supervisor Stevens suggested making a motion to have Attorney Gascon look at the verbiage in question. Attorney Gascon said that there is no need to make a motion, and that he will prepare alternative language for the Board to consider at the next board meeting.

**Recreation Department – Adult Trips:** The Recreation Department submitted several Senior Trip contracts to be signed by Supervisor Stevens. Supervisor Stevens stated that she had to have the approval of the Board before she could sign the contracts. Supervisor Stevens said that she was concerned that the bus expense was not entirely covered by the price of the trip packages and that the trips are available to nonresidents as well as residents. Recreation Director Coccia explained that at one time all of the money for paying for the buses came from the State, and since that is no longer the case, a portion of the fee is being covered in the “Park and Rec” budget. Phil Coccia stated that on the day trips, for the last few years, he has been overcharging for the sightseeing portion a bit to defray some of the bus expense. Furthermore, Phil explained that the bus cost for the overnight trips is fully covered in the price paid by the participants. Supervisor Stevens asked for a motion. Councilor Hood made a motion that was then seconded by Councilor Hoey authorizing Supervisor Stevens to sign the contracts for the trips as presented today.

Recreation Director Phil Coccia thanked the Board.

Ayes – Berwald, Clarke, Hoey, Hood and Stevens

Carried

**Resolution – Speed Limit Reduction – Rose Hill Road:**

**TOWN OF MARCELLUS  
TOWN BOARD RESOLUTION**

**RESOLUTION OF THE TOWN OF MARCELLUS TOWN BOARD  
IN SUPPORT OF A SPEED REDUCTION FOR PORTIONS OF ROSE HILL ROAD  
IN THE TOWN OF MARCELLUS**

**DATED: March 20, 2024**

At a regular meeting of the Town Board of the Town of Marcellus, held at the Town Hall, 22 East Main Street, in said Town, County of Onondaga, State of New York, on March 20, 2024, at 6:30 p.m., there were:

<b>PRESENT:</b> Laurie Stevens	Town Supervisor
Jeff Berwald	Councilor
Percy Clarke	Councilor
Gabe Hood	Councilor
Terry Hoey	Councilor

**WHEREAS**, Mr. Dave Gardner, of 2866 Rose Hill Road, Marietta, New York 13110, is requesting the Department of Transportation, pursuant to Section §1622.1 of the Vehicle and Traffic Law, to establish a lower maximum speed at which vehicles may proceed on Rose Hill Road, a County Road between northern Coon Hill Road to past the southern Coon Hill Road to the existing 40mph speed limit sign; and

**WHEREAS**; the Town of Marcellus Town Board was presented with a petition signed by nine current residents of the area in question on Rose Hill; and

**WHEREAS**, the Town of Marcellus Town Board agreed that the situation is very dangerous and deserves to be evaluated; and

**WHEREAS**, the Town of Marcellus Town Board desires to act in the interest of the health, welfare, and safety of its residents.

**NOW, THEREFORE**, upon motion of Councilor Hoey, seconded by Councilor Berwald, it is hereby

**RESOLVED** that the Town of Marcellus Town Board hereby expresses its full support to have the speed limit for said portions of Rose Hill Road reduced.

The question of the foregoing Resolution was duly put to a vote, and upon roll call, the vote was as follows:

<b>VOTE:</b> Laurie Stevens	Town Supervisor	Yes
Jeff Berwald	Councilor	Yes

Percy Clarke	Councilor	Yes
Gabe Hood	Councilor	Yes
Terry Hoey	Councilor	Yes

The foregoing resolution was thereupon declared duly adopted.

**DATED:** March 20, 2024

**Highway/School Project** – Mr. Cooper: Ossit introduced Mr. Cooper who then presented the Board with a series of slides detailing the benefits of his high school programs that are centered on partnering his students with local professionals in order to give them more real-world experiences before having to make college commitments. Several students that have or are currently involved in these programs offered how they have personally benefitted from these independent studies.

**Discussion Agenda:**

**Pleasant Valley Road:** Attorney Gascon stated that in order to proceed with the demolition of the Pleasant Valley Road building a Notice of Hearing must be drafted and filed with the County. A hearing will then have to be scheduled, (which should be coordinated to agree with Jerry Wicket’s schedule so that he can preside) and the owner of the property must be served within twenty days of the scheduled hearing. Attorney Gascon said that he has just finished preparing the needed documents and that this should be put on the agenda for the next Board Meeting for discussion.

**Fire Department:** Dave Card gave an update on the progress of the kitchen renovation; the electrician will be coming in tomorrow (3/21/24) to finish up his work then the plumber will come in to complete the entire project.

Mr. Card also mentioned that any new key fobs need to be stored in the “knox box” for emergency use by the Fire Department.

**Highway – Brush Pile:** Highway Superintendent Ossit discussed how several recent changes in our area are impacting the Town brush pile. The Skaneateles Transfer Station no longer accepts contractor brush and or debris and Tree Landers, who used to accept and mulch contractor brush has also stopped providing an avenue of disposal for contractors and homeowners alike. In order to limit the additional debris supply there have been signs posted but they are being ignored. Supervisor Stevens asked if we need to draft a law at this point. Discussion ensued. Highway Superintendent Ossit suggested that one approach would be to require that the residents make prior arrangements with the Town before bringing brush that might exceed a normal homeowner’s need due to a landscaping project for instance. Supervisor Stevens suggested that Highway Superintendent Ossit let us know what his thoughts are on the suggested language for the law and then the Board can begin a discussion.

Adjournment: Councilor Hood made a motion seconded by Councilor Berwald to adjourn the meeting at 7:40 pm.

Ayes – Berwald, Clarke, Hoey, Hood and Stevens

Carried

Respectfully Submitted,

Suzanne Tobin  
Deputy Town Clerk

Local Law No. 2 of the year 2024  
Village of Marcellus, County of Onondaga

**A local law authorizing a property tax levy in excess of the limit established in General Municipal Law §3-c.**

**Section 1. Legislative Intent**

It is the intent of this local law to allow the Village of Marcellus to adopt a budget for the fiscal year commencing June 1, 2024 that requires a real property tax levy in excess of the “tax levy limit” as defined by General Municipal Law §3-c.

**Section 2. Authority**

This local law is adopted pursuant to subdivision 5 of General Municipal Law §3-c, which expressly authorizes a local government’s governing body to override the property tax cap for the coming fiscal year by the adoption of a local law approved by a vote of sixty percent (60%) of said governing body.

**Section 3. Tax Levy Limit Override**

The Board of Trustees of the Village of Marcellus, County of Onondaga, is hereby authorized to adopt a budget for the fiscal year commencing June 1, 2024 that requires a real property tax levy in excess of the amount otherwise prescribed in General Municipal Law §3-c.

**Section 4. Severability**

If a court determines that any clause, sentence, paragraph, subdivision or part of this local law or the application thereof to any person, firm or corporation, or circumstance is invalid or unconstitutional, the court’s order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

**Section 5. Effective date**

This local law shall take effect immediately upon filing with the Secretary of State.

VILLAGE BUDGET  
FOR 2024 - 2025

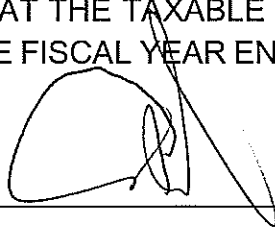
VILLAGE OF MARCELLUS  
IN THE  
COUNTY OF ONONDAGA,  
STATE OF NEW YORK

CERTIFICATION OF CHIEF FISCAL OFFICER

I, ANTONINO J. PROVVIDENTI, CHIEF FISCAL OFFICER FOR THE VILLAGE OF MARCELLUS, HEREBY CERTIFY THAT THE ATTACHED IS A TRUE AND CORRECT COPY OF THE 2024-2025 BUDGET OF THE VILLAGE OF MARCELLUS FOR THE FISCAL YEAR ENDING MAY 31, 2025, AS IT WAS ADOPTED BY THE VILLAGE BOARD ON APRIL 22, 2024.

I ALSO CERTIFY THAT THE DATE OF THE MOST RECENT ASSESSMENT ROLL IS FEBRUARY 6, 2024, AND THAT THE TAXABLE ASSESSED VALUATION ON WHICH TAXES ARE LEVIED FOR THE FISCAL YEAR ENDING MAY 31, 2025 IS \$106,707,306.

SIGNED



TITLE

VILLAGE TREASURER

DATE

APRIL 22 2024

**VILLAGE OF MARCELLUS  
FISCAL BUDGET GENERAL FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 1-A	Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025	
<hr/>				
<b><u>APPROPRIATIONS</u></b>				
<b>GENERAL GOVERNMENT SUPPORT</b>				
<b>BOARD OF TRUSTEES</b>				
A1010.1	PERSONAL SERVICES	6,000.00	6,000.00	6,000.00
A1010.4	CONTRACTUAL	1,830.76	2,000.00	2,000.00
TOTAL BOARD OF TRUSTEES		7,830.76	8,000.00	8,000.00
<b>MAYOR</b>				
A1210.1	PERSONAL SERVICES	3,900.00	3,900.00	3,900.00
A1210.4	CONTRACTUAL	2,835.52	2,000.00	2,000.00
TOTAL MAYOR		6,735.52	5,900.00	5,900.00
<b>TREASURER</b>				
A1325.1	PERSONAL SERVICES	25,055.00	26,305.00	26,305.00
A1325.4	CONTRACTUAL	2,208.40	2,000.00	2,000.00
A1325.41	LEGAL NOTICES	1,000.00	500.00	500.00
TOTAL TREASURER		28,263.40	28,805.00	28,805.00
<b>CLERK</b>				
A1410.1	PERSONAL SERVICES	35,103.66	21,300.00	21,300.00
A1410.4	CONTRACTUAL	5,000.00	5,000.00	5,000.00
TOTAL CLERK		40,103.66	26,300.00	26,300.00



**VILLAGE OF MARCELLUS  
FISCAL BUDGET GENERAL FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 1-A		Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025
<b>ATTORNEY</b>				
A1420.1	PERSONNEL SERVICES	18,215.00	19,125.00	19,125.00
A1420.4	CONTRACTUAL	0.00	0.00	0.00
TOTAL ATTORNEY		<u>18,215.00</u>	<u>19,125.00</u>	<u>19,125.00</u>
<b>ELECTIONS</b>				
A1450.4	CONTRACTUAL	334.97	0.00	0.00
TOTAL ELECTIONS		<u>334.97</u>	<u>0.00</u>	<u>0.00</u>
<b>BUILDING</b>				
A1620.1	PERSONAL SERVICES	4,780.00	4,820.00	4,820.00
A1620.4	CONTRACTUAL	20,000.00	20,000.00	20,000.00
A1620.42	EQUIPMENT MAINTENANCE	6,000.00	6,000.00	6,000.00
A1620.43	INSURANCE	14,000.00	14,000.00	14,000.00
A1620.44	UTILITIES	8,000.00	8,000.00	8,000.00
A1620.45	BUILDING REPAIRS	5,000.00	5,000.00	5,000.00
TOTAL BUILDING		<u>57,780.00</u>	<u>57,820.00</u>	<u>57,820.00</u>
<b>CENTRAL STOREROOM</b>				
A1660.4	CONTRACTUAL	5,000.00	5,000.00	5,000.00
TOTAL CENTRAL STOREROOM		<u>5,000.00</u>	<u>5,000.00</u>	<u>5,000.00</u>

**VILLAGE OF MARCELLUS  
FISCAL BUDGET GENERAL FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 1-A	Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025
<b>CENTRAL PRINTING AND MAILING</b>			
A1670.4      CONTRACTU	6,000.00	6,000.00	6,000.00
TOTAL CENTRAL PRINTING AND MAILING			
	6,000.00	6,000.00	6,000.00
<b>VILLAGE CLOCK</b>			
A1680.4      CONTRACTUAL	400.00	400.00	400.00
TOTAL VILLAGE CLOCK			
	400.00	400.00	400.00
<b>SPECIAL ITEMS</b>			
A1920.4      MUNICIPAL ASSOC DUES - CONTRACTUAL	0.00	0.00	0.00
A1950.4      TAXES ON MUNICIPAL PROP -	100.00	100.00	100.00
TOTAL SPECIAL ITEMS			
	100.00	100.00	100.00
TOTAL GENERAL GOVERNMENT SUPPORT			
	170,763.31	157,450.00	157,450.00
<b>PUBLIC SAFETY</b>			
<b>POLICE</b>			
A3120.1      PERSONAL SERVICES PART TIME	101,385.00	106,455.00	106,455.00
A3120.11      PERSONAL SRVS COMMAND OFFICERS	44,244.24	47,515.00	47,515.00
A3120.13      PERSONAL SERVICES ADMINSTRATIVE	7,733.44	8,120.00	8,120.00
A3120.14      SCHOOL RESOURCE OFFICER	374,525.00	439,260.00	439,260.00
A3120.2      EQUIPMENT	2,500.00	11,000.00	11,000.00
A3120.41      INSURANCE	13,500.00	13,500.00	13,500.00
A3120.42      GASOLINE	7,000.00	7,000.00	7,000.00

**VILLAGE OF MARCELLUS  
FISCAL BUDGET GENERAL FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 1-A		Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025
A3120.43	REPAIRS/MAINT	7,447.32	5,000.00	5,000.00
A3120.44	MISCELLANEOUS	5,599.10	5,000.00	5,000.00
A3120.445	SRO EXPENSES	9,275.00	9,275.00	9,275.00
A3120.45	UNIFORMS	1,700.00	1,700.00	1,700.00
A3120.46	VEHICLE PURCHASE	45,000.00	5,000.00	5,000.00
A3120.47	IT MAINTENANCE	2,000.00	2,000.00	2,000.00
A3120.477	COMPUTER EQUIPMENT	2,000.00	2,000.00	2,000.00
A3120.48	BALLISTIC VESTS	1,500.00	1,500.00	1,500.00
A3120.49	SPECIAL DETAILS	9,005.76	10,080.00	10,080.00
A3120.50	DWIFUNDS	1,800.00	1,800.00	1,800.00
A3120.51	SLETPP GRANT FUNDED EXPENDITURES	0.00	0.00	0.00
<b>TOTAL POLICE</b>		<b>636,214.86</b>	<b>676,205.00</b>	<b>676,205.00</b>
<b>ANIMAL CONTROL</b>				
A3510.1	PERSONAL SERVICES	3,405.00	3,575.00	3,575.00
A3510.4	CONTRACTUAL	412.24	400.00	400.00
<b>TOTAL ANIMAL CONTROL</b>		<b>3,817.24</b>	<b>3,975.00</b>	<b>3,975.00</b>
<b>BUILDING INSPECTOR</b>				
A3610.1	PERSONAL SERVICES	25,426.30	18,000.00	18,000.00
A3610.4	CONTRACTUAL	253.84	500.00	500.00
<b>TOTAL BUILDING INSPECTOR</b>		<b>25,680.14</b>	<b>18,500.00</b>	<b>18,500.00</b>

**VILLAGE OF MARCELLUS  
FISCAL BUDGET GENERAL FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 1-A	Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025
<b>SAFETY INSPECTOR</b>			
A3620.1      PERSONAL SERVICES	11,956.74	18,000.00	18,000.00
A3620.4      CONTRACTUAL	0.00	0.00	0.00
TOTAL SAFETY INSPECTOR	11,956.74	18,000.00	18,000.00
TOTAL PUBLIC SAFETY	677,668.98	716,680.00	716,680.00
<b>PUBLIC HEALTH</b>			
<b>HEALTH COUNCIL</b>			
A4010.4      CONTRACTUAL	250.00	250.00	250.00
TOTAL HEALTH COUNCIL	250.00	250.00	250.00
TOTAL PUBLIC HEALTH	250.00	250.00	250.00
<b>TRANSPORTATION</b>			
<b>STREET MAINT</b>			
A5110.1      PERSONAL SERVICES	99,390.00	111,490.00	111,490.00
A5110.2      LEASE PURCHASE PAYMENTS	0.00	15,000.00	15,000.00
A5110.22      NEW TRUCK PURCHASE	40,400.00	0.00	0.00
A5110.43      INSURANCE	11,606.60	12,000.00	12,000.00
A5110.44      GASOLINE	5,000.00	5,000.00	5,000.00
A5110.45      STREET REPAIRS	7,837.84	8,000.00	8,000.00
A5110.46      MISCELLANEOUS	15,274.14	10,000.00	10,000.00
A5110.47      CONTRACTUAL	2,000.00	2,000.00	2,000.00
A5110.49      VEHICLE REPAIR	3,192.98	5,000.00	5,000.00

**VILLAGE OF MARCELLUS  
FISCAL BUDGET GENERAL FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 1-A	Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025
TOTAL STREET MAINT	184,701.56	168,490.00	168,490.00
<b>CAPITAL IMPROVEMENTS</b>			
A5112.4            CONTRACTUAL	91,787.33	47,677.33	47,677.33
TOTAL CAPITAL IMPROVEMENTS	91,787.33	47,677.33	47,677.33
<b>SNOW REMOVAL</b>			
A5142.1            PERSONAL SERVICES	17,000.00	15,300.00	15,300.00
A5142.2            EQUIPMENT	5,000.00	5,000.00	5,000.00
A5142.41           SALT USEAGE	14,000.00	14,000.00	14,000.00
A5142.43           REPAIRS	4,469.18	4,500.00	4,500.00
TOTAL SNOW REMOVAL	40,469.18	38,800.00	38,800.00
<b>STREET LIGHTING</b>			
A5182.4            CONTRACTUAL	15,334.94	19,000.00	19,000.00
A5182.41           STREET LIGHT REPAIRS	5,706.42	5,000.00	5,000.00
TOTAL STREET LIGHTING	21,041.36	24,000.00	24,000.00
<b>SIDEWALKS/CURBING</b>			
A5410.1            PERSONAL SERVICES	800.00	600.00	600.00
A5410.4            CONTRACTUAL	54,900.00	10,000.00	10,000.00
TOTAL SIDEWALKS/CURBING	55,700.00	10,600.00	10,600.00

**VILLAGE OF MARCELLUS  
FISCAL BUDGET GENERAL FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 1-A	Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025
TOTAL TRANSPORTATION	393,699.43	289,567.33	289,567.33
<b>CULTURE AND RECREATION</b>			
<b>HISTORICAL PROPERTY CONTRACTUAL</b>			
A7520.4            CONTRACTUAL	200.00	200.00	200.00
TOTAL HISTORICAL PROPERTY CONTRACTUAL	200.00	200.00	200.00
TOTAL CULTURE AND RECREATION	200.00	200.00	200.00
<b>HOME AND COMMUNITY SERVICES</b>			
<b>ZONING</b>			
A8010.1            PERSONAL SERVICES	15,000.00	18,000.00	18,000.00
A8010.4            CONTRACTUAL	16,200.00	10,300.00	10,300.00
TOTAL ZONING	31,200.00	28,300.00	28,300.00
<b>PLANNING</b>			
A8020.4            CONTRACTUAL	9,000.00	1,000.00	1,000.00
TOTAL PLANNING	9,000.00	1,000.00	1,000.00
<b>STORM SEWERS</b>			
A8140.1            PERSONNEL SERVICES	1,000.00	1,000.00	1,000.00
A8140.2            EQUIPMENT	3,000.00	3,000.00	3,000.00
A8140.4            CONTRACTUAL	10,306.50	4,000.00	4,000.00
TOTAL STORM SEWERS	14,306.50	8,000.00	8,000.00

**VILLAGE OF MARCELLUS  
FISCAL BUDGET GENERAL FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 1-A	Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025
<b>REFUSE COLLECTION</b>			
A8160.1      PERSONAL SERVICES	3,000.00	3,000.00	3,000.00
A8160.41     PRIVATE CONTRACTOR	125,124.00	136,200.00	136,200.00
TOTAL REFUSE COLLECTION	<u>128,124.00</u>	<u>139,200.00</u>	<u>139,200.00</u>
 <b>COMMUNITY BEAUTIFICATION</b>			
A8510.4      CONTRACTUAL	5,926.40	4,000.00	4,000.00
TOTAL COMMUNITY BEAUTIFICATION	<u>5,926.40</u>	<u>4,000.00</u>	<u>4,000.00</u>
 <b>SHADE TREES</b>			
A8560.4      CONTRACTUAL	8,100.00	5,000.00	5,000.00
TOTAL SHADE TREES	<u>8,100.00</u>	<u>5,000.00</u>	<u>5,000.00</u>
TOTAL HOME AND COMMUNITY SERVICES	<u>196,656.90</u>	<u>185,500.00</u>	<u>185,500.00</u>
 <b>EMPLOYEE BENEFITS</b>			
<b>EMPLOYEE BENEFITS</b>			
A9010.8      STATE RETIREMENT	32,400.00	34,600.00	34,600.00
A9015.8      POLICE RETIREMENT	4,800.00	4,900.00	4,900.00
A9030.8      SOCIAL SECURITY	60,100.00	67,600.00	67,600.00
A9040.8      WORKER'S COMPENSATION	23,000.00	23,400.00	23,400.00
A9050.8      NYS UNEMPLOYMENT INSURANCE	0.00	0.00	0.00
A9055.8      DISABILITY INSURANCE	250.00	250.00	250.00
A9060.8      HOSPITAL/MEDICAL INSURANCE	80,400.00	55,300.00	55,300.00

**VILLAGE OF MARCELLUS  
FISCAL BUDGET GENERAL FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 1-A	Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025
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TOTAL EMPLOYEE BENEFITS	200,950.00	186,050.00	186,050.00
TOTAL EMPLOYEE BENEFITS	200,950.00	186,050.00	186,050.00
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<b>DEBT SERVICE</b>			
<b>SERIAL BONDS</b>			
A9710.6 PRINCIPAL	70,800.00	70,800.00	70,800.00
A9710.7 INTEREST	32,529.00	29,286.00	29,286.00
TOTAL SERIAL BONDS	103,329.00	100,086.00	100,086.00
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<b>BOND ANTICIPATION NOTES</b>			
A9730.6 PRINCIPAL	0.00	0.00	0.00
A9730.7 INTEREST	0.00	0.00	0.00
TOTAL BOND ANTICIPATION NOTES	0.00	0.00	0.00
<hr/>			
TOTAL DEBT SERVICE	103,329.00	100,086.00	100,086.00
<hr/>			
<b>INTERFUND TRANSFERS</b>			
<b>INTERFUND TRANSFERS</b>			
A9901.9 INTERFUND TRANSFERS TO WATER FUND	11,249.45	11,200.00	11,200.00
A9902.9 TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00
A9950.9 TRANSFERS TO CAPITAL FUND	12,895.00	180,000.00	180,000.00
TOTAL INTERFUND TRANSFERS	24,144.45	191,200.00	191,200.00
<hr/>			
TOTAL INTERFUND TRANSFERS	24,144.45	191,200.00	191,200.00
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VILLAGE OF MARCELLUS  
FISCAL BUDGET GENERAL FUND  
FOR 2024-2025

(ADOPTED APRIL 22, 2024)

Schedule 1-A	Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025
TOTAL APPROPRIATIONS	1,767,662.07	1,826,983.33	1,826,983.33

**VILLAGE OF MARCELLUS  
FISCAL BUDGET GENERAL FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 2-A	Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025	
<b>ESTIMATED REVENUES</b>				
<b>REAL PROPERTY TAXES</b>				
A1001	REAL ESTATE TAXES	618,138.00	628,504.00	628,504.00
A1030	SPECIAL ASSESSMENTS	0.00	0.00	0.00
	<b>TOTAL REAL PROPERTY TAXES</b>	<b>618,138.00</b>	<b>628,504.00</b>	<b>628,504.00</b>
<b>REAL PROPERTY TAX ITEMS</b>				
A1081	OTHER PAYMENTS IN LIEU OF TAXES	16,022.00	16,022.00	16,022.00
A1090	INT & PEN ON REAL PROP TAXES	2,000.00	2,000.00	2,000.00
	<b>TOTAL REAL PROPERTY TAX ITEMS</b>	<b>18,022.00</b>	<b>18,022.00</b>	<b>18,022.00</b>
<b>NON-PROPERTY TAX ITEMS</b>				
A1120	SALES TAX	0.00	0.00	0.00
A1130	UTILITIES GROSS RECPT TAX	30,000.00	30,000.00	30,000.00
	<b>TOTAL NON-PROPERTY TAX ITEMS</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>30,000.00</b>
<b>DEPARTMENTAL INCOME</b>				
A1255	CLERK'S FEES	771.75	700.00	700.00
A1520	POLICE FEES FOR SPECIAL DETAILS	8,000.00	10,080.00	10,080.00
A1550	PUBLIC POUND CHARGES	0.00	0.00	0.00
A2130	REFUSE & GARBAGE CHARGES	122,400.00	134,640.00	134,640.00
	<b>TOTAL DEPARTMENTAL INCOME</b>	<b>131,171.75</b>	<b>145,420.00</b>	<b>145,420.00</b>
<b>INTERGOVERNMENTAL CHARGES</b>				
A2260	SRO SERVICES - MARCELLUS CSD	143,000.00	170,000.00	170,000.00
A2261	SRO SERVICES - ONONDAGA CSD	124,800.00	152,100.00	152,100.00
A2262	SRO SERVICES - LYNCOURT UFSD	55,000.00	57,400.00	57,400.00

**VILLAGE OF MARCELLUS  
FISCAL BUDGET GENERAL FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 2-A		Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025
A2263	SRO SERVICES - TULLY CSD	112,900.00	126,900.00	126,900.00
	TOTAL INTERGOVERNMENTAL CHARGES	435,700.00	506,400.00	506,400.00
<b>USE OF MONEY AND PROPERTY</b>				
A2401	INTEREST & EARNINGS	151.50	150.00	150.00
	TOTAL USE OF MONEY AND PROPERTY	151.50	150.00	150.00
<b>LICENSES AND PERMITS</b>				
A2590	PERMITS	14,000.00	10,400.00	10,400.00
A2595	RENTAL REGISTRY FEES	11,500.00	4,300.00	4,300.00
A2596	VACANT DWELLING REGISTRATION FEES	500.00	1,000.00	1,000.00
A2597	FIRE INSPECTION FEES	3,500.00	2,800.00	2,800.00
	TOTAL LICENSES AND PERMITS	29,500.00	18,500.00	18,500.00
<b>FINES AND FORFEITURES</b>				
A2610	FINES & FORFEITED BAIL	500.00	500.00	500.00
	TOTAL FINES AND FORFEITURES	500.00	500.00	500.00
<b>SALE OF PROPERTY &amp; COMPENSATIO</b>				
A2660	SALES OF REAL PROPERTY	0.00	0.00	0.00
A2665	SALES OF VEHICLES & EQUIPMENT	24,000.00	0.00	0.00
A2665A	SALES OF POLICE VEHICLES	0.00	0.00	0.00
A2680	INSURANCE RECOVERIES	6,603.61	0.00	0.00
	TOTAL SALE OF PROPERTY &	30,603.61	0.00	0.00
<b>MISCELLANEOUS</b>				
A2705A	COMMUNITY BEAUTIFICATION DONATIONS	1,000.00	1,000.00	1,000.00
A2706A	ONON. CO. VILLAGE INFRASTR IMP PROG	220,550.00	220,550.00	220,550.00
A2706C	POLICE GRANT FUNDING	1,800.00	8,500.00	8,500.00

**VILLAGE OF MARCELLUS  
FISCAL BUDGET GENERAL FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 2-A		Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025
A2706D	SLETPP POLICE GRANT FUNDING	0.00	0.00	0.00
A2706E	ONON. CO. COMM. DEV. GRANT - MAIN ST.	0.00	0.00	0.00
A2715	UNCLAIMED FUNDS-ABANDONED	0.00	0.00	0.00
A2770	EV CHARGING STN COMMISSIONS	0.00	0.00	0.00
	TOTAL MISCELLANEOUS	223,350.00	230,050.00	230,050.00
<b>STATE AID</b>				
A3001	STATE AID PER CAPITA	16,343.00	16,343.00	16,343.00
A3005	STATE MORTGAGE TAX	16,500.00	13,700.00	13,700.00
A3089	NYSDEC ZEV GRANT FUNDING	0.00	0.00	0.00
A3501	CHIPS (NYS DOT)	47,695.03	47,677.33	47,677.33
	TOTAL STATE AID	80,538.03	77,720.33	77,720.33
<b>FEDERAL AID</b>				
A4089	FEDERAL AID-ARPA CLFR FUNDS	0.00	0.00	0.00
	TOTAL FEDERAL AID	0.00	0.00	0.00
<b>INTERFUND TRANSFERS</b>				
A5031	INTERFUND TRANSFER	128,446.10	180,000.00	180,000.00
A5050	INTERFUND LOAN - INTEREST	0.00	0.00	0.00
	TOTAL INTERFUND TRANSFERS	128,446.10	180,000.00	180,000.00
A5710	PROCEEDS FROM SALE OF SERIAL BONDS	0.00	0.00	0.00
A5731	BAN'S REDEEMED FROM APPROPRIATIONS	0.00	0.00	0.00

1,835,266.33

**VILLAGE OF MARCELLUS  
FISCAL BUDGET GENERAL FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 2-A	Expenditures /Revenues 2022-2023	Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025
TOTAL ESTIMATED REVENUES		1,726,120.99	1,835,266.33	1,835,266.33
APPROPRIATED FUND BALANCE		41,541.08	-8,283.00	-8,283.00
TOTAL REVENUES & OTHER SOURCES		1,767,662.07	1,826,983.33	1,826,983.33

**VILLAGE OF MARCELLUS  
FISCAL BUDGET WATER FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 1-F	Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025	
<hr/>				
<b>APPROPRIATIONS</b>				
<b>HOME AND COMMUNITY SERVICES</b>				
<b>TRANSMISSION &amp; DISTRI</b>				
F8340.2	OCWA HYDRANT MAINTENANCE	5,255.45	5,200.00	5,200.00
F8340.4	LIMELEDGE WATER DISTRICT I.M.A.	5,994.00	6,000.00	6,000.00
TOTAL TRANSMISSION & DISTRI		11,249.45	11,200.00	11,200.00
TOTAL HOME AND COMMUNITY SERVICES		11,249.45	11,200.00	11,200.00
<hr/>				
<b>INTERFUND TRANSFERS</b>				
<b>INTERFUND TRANSFERS</b>				
F9901.9	TRANSFER TO OTHER FUNDS	0.00	0.00	0.00
TOTAL INTERFUND TRANSFERS		0.00	0.00	0.00
TOTAL INTERFUND TRANSFERS		0.00	0.00	0.00
TOTAL APPROPRIATIONS		11,249.45	11,200.00	11,200.00

**VILLAGE OF MARCELLUS  
FISCAL BUDGET WATER FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 2-F	Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025	
<b>ESTIMATED REVENUES</b>				
F2770	UNIDENTIFIED REVENUE	0.00	0.00	0.00
<b>INTERFUND TRANSFERS</b>				
F5031	INTERFUND TRANSFER FROM GENERAL <i>FUND</i>	11,249.45	11,200.00	11,200.00
	TOTAL INTERFUND TRANSFERS	<u>11,249.45</u>	<u>11,200.00</u>	<u>11,200.00</u>
				11,200.00
	TOTAL ESTIMATED REVENUES	<u>11,249.45</u>	<u>11,200.00</u>	<u>11,200.00</u>
	APPROPRIATED FUND BALANCE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL REVENUES & OTHER SOURCES	<u>11,249.45</u>	<u>11,200.00</u>	<u>11,200.00</u>

**VILLAGE OF MARCELLUS  
FISCAL BUDGET SEWER FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 1-G	Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025	
<b><u>APPROPRIATIONS</u></b>				
<b>GENERAL GOVERNMENT SUPPORT</b>				
<b>USDA DEPRECIATION RESERVE</b>				
G1989.0	EQUIPMENT RESERVE	15,000.00	16,500.00	16,500.00
G1989.4	RESERVE FOR REPAIRS	10,000.00	11,000.00	11,000.00
G1989.6	U.S.D.A. DEPRECIATION RESERVE	5,333.00	5,333.00	5,333.00
G1989.8	CAPITAL IMPROVEMENTS RESERVE	0.00	20,000.00	20,000.00
<b>TOTAL USDA DEPRECIATION RESERVE</b>		<b>30,333.00</b>	<b>52,833.00</b>	<b>52,833.00</b>
<b>TOTAL GENERAL GOVERNMENT SUPPORT</b>		<b>30,333.00</b>	<b>52,833.00</b>	<b>52,833.00</b>
<b>HOME AND COMMUNITY SERVICES</b>				
<b>ADMINISTRATION</b>				
G8110.1	PERSONAL SERVICES	45,340.00	47,605.00	47,605.00
G8110.4	CONTRACTUAL	400.00	400.00	400.00
<b>TOTAL ADMINISTRATION</b>		<b>45,740.00</b>	<b>48,005.00</b>	<b>48,005.00</b>
<b>TRANSMISSION &amp; DISTRI</b>				
G8120.1	PERSONAL SERVICES	4,600.00	1,000.00	1,000.00
G8120.2	EQUIPMENT	5,000.00	5,000.00	5,000.00
G8120.4	CONTRACTUAL	20,000.00	20,000.00	20,000.00
<b>TOTAL TRANSMISSION &amp; DISTRI</b>		<b>29,600.00</b>	<b>26,000.00</b>	<b>26,000.00</b>



**VILLAGE OF MARCELLUS  
FISCAL BUDGET SEWER FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 1-G	Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025	
<b>SEWAGE TREAT &amp; DISPOSAL</b>				
G8130.11	PERSONAL SERVS	142,595.00	149,565.00	149,565.00
G8130.2	EQUIPMENT	18,219.65	16,500.00	16,500.00
G8130.3	NEW TRUCK PURCHASE	72,719.95	0.00	0.00
G8130.4	CONTRACTUAL	18,084.53	21,250.00	21,250.00
G8130.41	UTILITIES	35,363.94	43,750.00	43,750.00
G8130.42	INSURANCE	28,000.00	33,600.00	33,600.00
G8130.43	GASOLINE	5,000.00	5,500.00	5,500.00
G8130.44	SLUDGE & COMPOST	8,387.69	10,500.00	10,500.00
G8130.45	OUTSIDE CONTRACT	29,758.54	53,750.00	53,750.00
G8130.46	LAB FEES	7,000.00	8,750.00	8,750.00
G8130.47	DISCHARGE FEE	2,000.00	2,000.00	2,000.00
G8130.48	SUPPLIES/CHEM.	24,000.00	26,400.00	26,400.00
G8130.49	VEH REPAIRS	8,328.96	6,250.00	6,250.00
G8130.492	WATER USAGE	6,844.51	9,100.00	9,100.00
TOTAL SEWAGE TREAT & DISPOSAL		406,302.77	386,915.00	386,915.00
TOTAL HOME AND COMMUNITY SERVICES		481,642.77	460,920.00	460,920.00
<b>EMPLOYEE BENEFITS</b>				
<b>EMPLOYEE BENEFITS</b>				
G9010.8	STATE RETIREMENT	22,692.00	26,700.00	26,700.00
G9030.8	SOCIAL SECURITY	14,379.15	15,200.00	15,200.00
G9040.8	WORKER'S COMPENSATION	4,758.85	5,400.00	5,400.00

**VILLAGE OF MARCELLUS  
FISCAL BUDGET SEWER FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 1-G	Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025
G9055.8      DISABILITY INSURANCE	250.00	250.00	250.00
G9060.8      HOSPITAL/MEDICAL INSURANCE	72,500.00	80,600.00	80,600.00
TOTAL EMPLOYEE BENEFITS	<u>114,580.00</u>	<u>128,150.00</u>	<u>128,150.00</u>
TOTAL EMPLOYEE BENEFITS	<u>114,580.00</u>	<u>128,150.00</u>	<u>128,150.00</u>
<b>DEBT SERVICE</b>			
<b>SERIAL BONDS</b>			
G9710.6      PRINCIPAL	190,110.00	190,110.00	190,110.00
G9710.7      INTEREST	25,991.00	24,249.00	24,249.00
TOTAL SERIAL BONDS	<u>216,101.00</u>	<u>214,359.00</u>	<u>214,359.00</u>
<b>BOND ANTICIPATION NOTES</b>			
G9730.6      PRINCIPAL	0.00	0.00	0.00
G9730.7      INTEREST	0.00	0.00	0.00
TOTAL BOND ANTICIPATION NOTES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>INTERFUND LOAN</b>			
G9795.7      INTEREST	0.00	0.00	0.00
TOTAL INTERFUND LOAN	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL DEBT SERVICE	<u>216,101.00</u>	<u>214,359.00</u>	<u>214,359.00</u>

**VILLAGE OF MARCELLUS  
FISCAL BUDGET SEWER FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 1-G	Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025
<b>INTERFUND TRANSFERS</b>			
<b>INTERFUND TRANSFERS</b>			
G9901.9      TRANSFER TO OTHER FUNDS	0.00	0.00	0.00
G9950.9      TRANSFERS TO CAPITAL FUND	0.00	0.00	0.00
TOTAL INTERFUND TRANSFERS	0.00	0.00	0.00
TOTAL INTERFUND TRANSFERS	0.00	0.00	0.00
TOTAL APPROPRIATIONS	842,656.77	856,262.00	856,262.00

**VILLAGE OF MARCELLUS  
FISCAL BUDGET SEWER FUND  
FOR 2024-2025**

(ADOPTED APRIL 22, 2024)

Schedule 2-G	Modified Budget 03/31/2024	Recommended Budget 2024-2025	Adopted Budget 2024-2025	
<b>ESTIMATED REVENUES</b>				
<b>DEPARTMENTAL INCOME</b>				
G2120	SEWER RENTS	528,200.00	538,800.00	538,800.00
G2128	INTEREST & PENALTIES	5,000.00	5,000.00	5,000.00
	<b>TOTAL DEPARTMENTAL INCOME</b>	<b>533,200.00</b>	<b>543,800.00</b>	<b>543,800.00</b>
<b>INTERGOVERNMENTAL CHARGES</b>				
G2374	SEWER SERVICES OTHER GOVERNMENT	254,050.00	279,000.00	279,000.00
	<b>TOTAL INTERGOVERNMENTAL CHARGES</b>	<b>254,050.00</b>	<b>279,000.00</b>	<b>279,000.00</b>
<b>SALE OF PROPERTY &amp; COMPENSATIO</b>				
G2665	SALES OF VEHICLES & EQUIPMENT	10,895.00	0.00	0.00
	<b>TOTAL SALE OF PROPERTY &amp;</b>	<b>10,895.00</b>	<b>0.00</b>	<b>0.00</b>
G2772	INTERGOVERNMENTAL TRANSFERS	0.00	0.00	0.00
<b>STATE AID</b>				
G3990	NYSDEC MWR& R GRANT	70,000.00	0.00	0.00
	<b>TOTAL STATE AID</b>	<b>70,000.00</b>	<b>0.00</b>	<b>0.00</b>
G5031	INTERFUND TRANSFER	0.00	0.00	0.00
G5730	PROCEEDS FROM BOND ANTICIPATION	0.00	0.00	0.00
				822,800.00
	<b>TOTAL ESTIMATED REVENUES</b>	<b>868,145.00</b>	<b>822,800.00</b>	<b>822,800.00</b>
	<b>APPROPRIATED FUND BALANCE</b>	<b>-25,488.23</b>	<b>33,462.00</b>	<b>33,462.00</b>
	<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>842,656.77</b>	<b>856,262.00</b>	<b>856,262.00</b>

DEPARTMENT: Community Development

NEW CONTRACT NO. 0000004822

OLD CONTRACT NO. 19321

A M E N D M E N T # 1

The County of Onondaga (County) and VILLAGE OF MARCELLUS (Contractor), at POLICE DEPARTMENT, 6 SLOCOMBE AVE, MARCELLUS, NY, 13108 agree that:

County and Contractor made a contract numbered 19321 ("Contract"). Contract number 19321 is hereby amended to new contract number 0000004822.

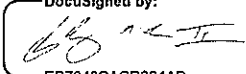
Contract numbered 0000004822 is hereby amended pursuant to this agreement ("Amendment") such that the term of contract numbered 0000004822 is hereby extended through December 31, 2025.

In all other respects, Contract numbered 0000004822, as amended herein, is hereby ratified and confirmed and continues in effect.

In witness whereof, County and Contractor have executed the writing of this Amendment on the dates hereafter written.

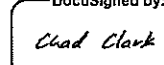
County of Onondaga

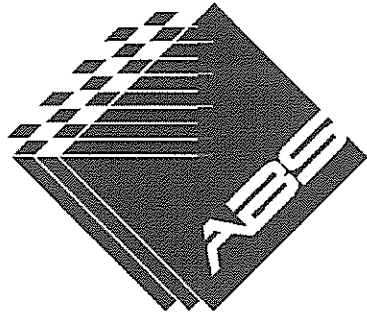
4/18/2024  
Dated: \_\_\_\_\_

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By: \_\_\_\_\_  
J. Ryan McMahon, II, County Executive

Village of Marcellus

4/17/2024  
Dated: \_\_\_\_\_

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By: \_\_\_\_\_



**ADVANCED  
BUSINESS  
SYSTEMS**  
INCORPORATED

**Advanced Network Care**

**Marcellus Village of**

4/17/24



**Microsoft Office**

Each user covered by the Agreement is licensed for Microsoft Office Business Standard.

Microsoft Office 365 Business Standard includes:

- Locally installed applications: Word, Excel, Outlook, Publisher
- 1TB OneDrive storage
- Microsoft Teams access
- Microsoft Exchange online

**Advanced Care Team (ACT)**

Our Advanced Care Team is dedicated to providing you the support you need to resolve issues.

- Live telephone, remote, on-site, email support
- Remote monitoring and issue remediation
- Covered on-site standard labor.
- Best effort support for line-of-business applications covered by vendor support agreements

**Advanced Security Services (ADSEC)**

Our experts will work with you to create the best policies and settings to keep your computers and network secure and optimized and convenient.

- Stop unknown threats.
- Dedicated exploit mitigation
- Industry leading partners

**Advanced Endpoint Management (AEM)**

Our Managed Network Services gives you secure access to your internal systems from remote locations and the option to connect remote devices if needed.

- Attended and unattended support
- Automated third-party application updates
- Automated Windows patching

**Advanced Infrastructure Management (AIM)**

Our stack of network hardware will supply secure, reliable, and convenient access to network and internet resources.

Your network security and reliability are ensured by:

- Industry best practices implementation
- IPS/IDS
- DNS based content and malware filtering.
- QOS/VoIP optimization

**Advanced Recovery Center (ARC)**

Full image backup of your server keeps your data safe. User documents, desktops and personal files may be secured against hardware failure and accidental deletion by leveraging network and cloud services.

- 1TB Pooled storage
- Remote monitoring
- Local and cloud backups
- Quick restoration from local backups
- Strong Encryption for your data

**Advanced Server Management (ASM)**

Advanced Network Care includes 24/7 monitoring of your servers to make sure they are always up to date and in good working order.

- Proactive server care
- Attended and unattended support
- Automated Windows patching
- Automated third-party patching
- Performance monitoring

*separate Annuals VNI/WTCP*

**Hardware Package**

Item No	Description	Quantity	UM	Price	Disc	Amount
UDM-Pro	Unifi Dream Machine Pro	2.00	EA	\$475.00	0.00	\$950.00
USW-48-PoE	Ubiquiti UniFi Switch - 48 Ports Managed (USW-48-PoE)	1.00	EA	\$836.25	0.00	\$836.25
U6-IW-US	Ubiquiti Networks U6-IW-US UniFi AP 6 In-Wall US	5.00	EA	\$218.88	0.00	\$1,094.40
043-382/24/1U	Vertical Cable - Blank Patch Panel, with Cable Manager, 24 Port, Black	2.00	EA	\$34.78	0.00	\$69.56
352-V2703/BL/25	Vertical Cable - CAT6 Data Grade Keystone Jack, RJ45, 8x8 - 25 Pack - Blue	2.00	EA	\$72.00	0.00	\$144.00
RK519WALLV	Startek.com 5U Vertical Wall Mount Rack	1.00	EA	\$95.60	0.00	\$95.60
OR700LCDRM1U	UPS - 400 Watt - 700 VA 8 Ah - RS-232, USB - output connectors: 6 - 1U	1.00	EA	\$282.88	0.00	\$282.88
EC650LCD	CyberPower Ecologic Series EC650LCD - UPS - AC 120 V - 390 Watt - 650 VA - USB - output connectors:	1.00	EA	\$120.00	0.00	\$120.00
DS224+	Synology DS224+	3.00	EA	\$376.99	0.00	\$1,130.97
WNDO19J	Western Digital WD Gold Enterprise CLASS SATA Hard Disk Drive, 8TB	6.00	EA	\$265.00	0.00	\$1,590.00
Materials	Materials and Handling	1.00	EA	\$170.00	0.00	\$170.00
Onboarding	Onboarding and setup fees	1.00	EA	\$9,394.50	0.00	\$9,394.50

Hardware Cost Options:

Option One:

Option Two:

Recurring Network Care

\$1,164.50

One-Time Hardware Cost

\$15,878.16

36-Month Hardware as a Rental (HaaR)

\$549.39

**Hardware Cost Options:**

**Lump Sum Option**

One-Time Hardware/Onboarding Cost: \$15,878.16

\* When choosing the Lump Sum Option, 100% of the hardware cost and 50% of the onboarding cost will be required as a deposit before your order is processed. The remaining balance will be due upon delivery of the hardware.

**Hardware-as-a-Rental Option (HaaR)**

HaaR Cost: \$549.39 per month for 36 months

\* When choosing the HaaR option, a signed Rental Agreement will be required before your order is processed.

**Services Cost Summary:**

for a total monthly cost of \$1,164.50. The current per-user rate is based on 2 sites, 10 users, 11 workstations, 1 TB Pooled ARC Storage, with 11 advanced workstation backups.





22811 County Route 51  
 Watertown, NY 13601  
 315-788-7989  
 www.abscopiers.com

# SALES QUOTE

Sales Quote No: SQ1366

Date: 4/17/24

Account No: MV01

Bill To: Marcellus Village of  
 6 Slocombe Ave  
 Marcellus, NY 13108

Ship To: Marcellus Village of  
 6 Slocombe Ave  
 Marcellus, NY 13108

Sales Person	P.O. Number	Ship Method	Payment Terms	Quote Expires On
		UPS	NET 30	5/17/24
<b>Notes</b>				

Item No	Description	Quantity	UM	Price	Disc	Amount
UVC-G4-BULLET	Ubiquiti Networks UVC-G4 UniFi Video Camera	8.00	EA	\$248.75	0.00	\$1,990.00
WNDO19J	Western Digital WD Gold Enterprise CLASS SATA Hard Disk Drive, 8TB	2.00	EA	\$265.00	0.00	\$530.00
Labor	Standard Labor	8.00	EA	\$179.00	0.00	\$1,432.00

Subtotal	\$3,952.00
Discount	\$0.00
Freight	\$0.00
Sales Tax	\$0.00
<b>Sales Order Total</b>	<b>\$3,952.00</b>

Your acceptance of this quote and signature belows signifies acceptance of the above stated terms, items and prices. Pricing shown does not include sales tax. Hardware pricing is subject to change after fourteen days from the quote date.

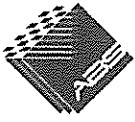
If leasing or HaaR, a signed agreement will be required before your order is processed. If purchasing, 100% of the hardware cost and 50% of the labor cost will be required as a deposit before your order is processed. The remaining balance will be due upon delivery of the hardware. Any order cancellations will be subject to a 20% restocking fee and will be at the discretion of ABS.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



**ADVANCED  
BUSINESS  
SYSTEMS**  
INCORPORATED

22811 County Route 51  
Watertown, NY 13601  
315-788-7989  
www.abscopiers.com

**SALES QUOTE**

Sales Quote No: SQ1369

Date: 4/17/24

Account No: MV01

Bill To: Marcellus Village of  
6 Slocombe Ave  
Marcellus, NY 13108

Ship To: Marcellus Village of  
6 Slocombe Ave  
Marcellus, NY 13108

Sales Person	P.O. Number	Ship Method	Payment Terms	Quote Expires On
		UPS	NET 30	5/17/24
<b>Notes</b>				

Item No	Description	Quantity	UM	Price	Disc	Amount
CSRV-310-MT-2T	CS Onyx Server - E Series Micro Tower, 2x1tb, 2x4tb, TPM, 64GB, Raid1, 9361-8i Raid, WinEss, 5YR	1.00	EA	\$5,048.88	0.00	\$5,048.88
Setup	Setup Installation and Data Transfer	1.00	EA	\$895.00	0.00	\$895.00

Subtotal	\$5,943.88
Discount	\$0.00
Freight	\$0.00
Sales Tax	\$0.00
<b>Sales Order Total</b>	<b>\$5,943.88</b>

*Server holds data  
Synology's backup.*

Your acceptance of this quote and signature belows signifies acceptance of the above stated terms, items and prices. Pricing shown does not include sales tax. Hardware pricing is subject to change after fourteen days from the quote date.

If leasing or HaaR, a signed agreement will be required before your order is processed. If purchasing, 100% of the hardware cost and 50% of the labor cost will be required as a deposit before your order is processed. The remaining balance will be due upon delivery of the hardware. Any order cancellations will be subject to a 20% restocking fee and will be at the discretion of ABS.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**INTERMUNICIPAL AGREEMENT  
FOR TOWN PARK SECURITY SERVICES  
BY AND BETWEEN  
The Village of Marcellus  
and  
The Town of Marcellus**

Agreement made as of this 21 day of April, 2021, by and between the Town of Marcellus, a municipal corporation, with its offices at 24 East Main Street, Marcellus, New York (hereinafter referred to as the "Town"), and the Village of Marcellus, a municipal corporation of the State of New York, with its offices at 6 Slocombe Avenue, Marcellus, New York (hereinafter referred to as the "Village").

**WITNESSETH:**

**WHEREAS**, the Town of Marcellus Parks & Recreation Department provides entertainment services and is in need of security during several summer nights; and

**WHEREAS**, the Village of Marcellus runs and maintains a Village Police Department; and

**WHEREAS**, it is for the mutual benefit of the Village and Town residents and for the community at large to have a safe and secure park setting.

**NOW, THEREFORE**, it is hereby

**AGREED**, the Town of Marcellus will pay/reimburse the Village of Marcellus \$25.00 per hour for police presence at the Marcellus Town Park for a minimum of four (4) hours per event; and it is further

**AGREED**, the Town will further reimburse the Village at a rate of \$25.00 per hour for any police services rendered on a given Town Park event in excess of four (4) hours and for any specially convened Town Park event, said special Town Park events shall each also have a four (4) hour minimum; and it is further

**AGREED**, the Village shall invoice the Town for any police services rendered beyond the four (4) hour minimum and for any specially convened Town Park events; and it is further

**AGREED**, the Town of Marcellus will make payments to the Village monthly for said services; and it is further

**AGREED**, this Agreement will continue on an annual basis without the necessity of renewal unless terminated by either party; and it is further

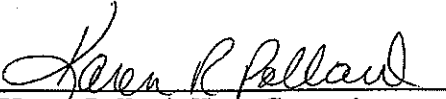
**AGREED**, the hourly fee for police services may be altered by resolution of both the Village Board and the Town Board without the need for re-execution of the agreement and said hourly fee agreement will be based upon the same terms and conditions as the original signed Agreement and shall be legally binding upon the parties hereto; and it is further

**AGREED**, either party may terminate this Agreement without cause and for any reason upon thirty (30) days written notice to the other party.

Intending to be bound hereby and upon the authorization of the Village and Town Board, the Village Mayor and the Town Supervisor execute this Agreement.

**Dated:**

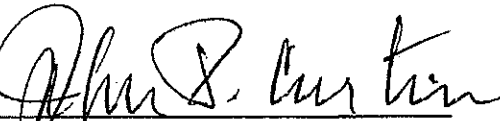
**TOWN OF MARCELLUS**

By:   
Karen Pollard, Town Supervisor

**Dated:**

4/28/2021

**VILLAGE OF MARCELLUS**

By:   
John P. Curtin, Mayor

# Proclamation

55th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK

May 5 - 11, 2024

*Whereas, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and*

*Whereas, The Office of the Professional Municipal Clerk is the oldest among public servants, and*

*Whereas, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies, and agencies of government at other levels, and*

*Whereas, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.*

*Whereas, The Professional Municipal Clerk serves as the information center on functions of local government and community.*

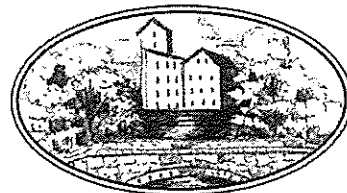
*Whereas, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county, and international professional organizations.*

*Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.*

*Now, Therefore, I, Chad Clark, Mayor of the Village of Marcellus, do recognize the week of May 5 through 11, 2024, as Professional Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Charnley Abbott and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.*

*Dated this 22<sup>nd</sup> day of April, 2024*

*Chad A. Clark, Mayor*



*Village of Marcellus*

A WELCOME HOME

**Village of Marcellus**  
**Meeting Dates**  
**May 2024**

**VILLAGE BOARD** (\*rescheduled due to holiday)

Workshop/Agenda	Friday, May 17 <sup>th</sup>	9:30am	3 <sup>rd</sup> Friday*
Regular Board Meeting	Monday, May 20 <sup>th</sup>	7pm	4 <sup>th</sup> Monday*

**PLANNING BOARD**

Regular Meeting	Wednesday, May 15 <sup>th</sup>	7pm	3 <sup>rd</sup> Wednesday
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**ZONING BOARD**

None Scheduled

**OTHER DATES TO REMEMBER**

Memorial Day	Monday, May 27 <sup>th</sup>	Offices Closed
Marcellus Olde Home Days	May 31 <sup>st</sup> , June 1 <sup>st</sup> and 2 <sup>nd</sup>	Village and Park

