

**TOWN OF MARCELLUS
TOWN BOARD MEETING MINUTES**

February 13, 2012

A regular meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on February 13, 2012 at 7:00 P.M. in the Town Hall, 24 East Main Street, Marcellus, New York. Those present were:

Daniel J. Ross, Supervisor
Thomas C. Lathrop, Councilor
Donald G. Sherman, Councilor
Kevin F. O'Hara, Councilor
Peter Hakes, Councilor

Also present: Karen R. Pollard, Town Clerk; Sandy Taylor, Deputy Town Clerk; Donald MacLachlan, Highway Superintendent; Tracie Barnes, Accountant; Wendy Reese, Town Attorney; Phil Coccia, Recreation Leader; Kara O'Donnell, Mackenzie Hughes, Chuck Paul, Mary Jo Paul, Bernie Montgomery and John Scanlon

Supervisor Ross opened the meeting at 7 P.M. with the Pledge of Allegiance to the Flag.

Copies of the minutes of the Town Board Meeting held on January 9, 2012 and a Special Meeting held on January 26, 2012 was given to the Board Members. Councilor Lathrop made a motion seconded by Councilor Sherman to approve the minutes as presented. All voted aye. Carried.

The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk, Abstract # 2 as of February 13, 2012, Claims #201101001 – 201101010 (2011 Expenses) and 20120030 – 20120118 (2012 Expenses) and Highway Claims #2011258 (2011 Expense) and 20120002 – 20120025 (2012 Expenses) .

	<u>Expenses (2012)</u>	<u>Expenses (2011)</u>
General Fund	\$48,658.57	\$12,877.51
General Fund – Part Town	2,327.19	
Highway – Town Wide	31,094.09	3770.60
Highway – Part Town	5,559.35	
Fire	55,386.27	
Ambulance Fund	74,836.50	
Sewer	70.70	
Water	33,696.28	
Capital Projects		134.00

Board Members were given copies of the Activity Report as of February 13, 2012 and monthly statement of bank balances as of February 13, 2012.

	<u>Total Revenue</u>	<u>Total Expense</u>
General Fund	\$276,198.68	\$124,524.06
General Fund – Part Town	54,107.00	9,772.87
Highway – Town Wide	174,475.00	82,481.69
Highway – Part Town	121,313.28	5,559.35
Enterprise	2.73	440.59

Capital Projects	8,557.50	56,797.72
Fire District	175,000.16	197,386.27
Hydrant Fund	1,900.11	
Ambulance Fund	161,532.78	74,836.50
Sewer District	133,417.77	2,494.00
Water District	186,961.17	33,696.28

Councilor Lathrop made a motion seconded by Councilor Sherman to approve and pay the bills, approve the monthly activity report as of February 13, 2012 and the monthly statement of bank balances as of February 13, 2012. All voted aye. Carried.

Village of Marcellus: Proposed Sewer Grant Project (moved to be first on agenda):

The Village of Marcellus is proposing to seek a grant from the Local Government Efficiency Implementation Grant Program to improve the efficiency of the sewer system that services the Village of Marcellus, Marcellus Central School and a small portion of the Town. Ryan Reiffler, Waste Water Treatment Plant Operator, appeared before Board to bring them up to date on the current problems that the sewage system is facing and ways to make improvements to the system. Councilor Lathrop made a motion seconded by Councilor O’Hara for the Town to authorize the Supervisor to enter into a grant application and intermunicipal agreement related to the possible consolidation of the sewer system. All voted aye. Carried.

Resolution #0070-12 is as follows:

**#007-12
MARCELLUS TOWN BOARD
AUTHORIZING RESOLUTION**

**RESOLUTION OF THE MARCELLUS TOWN BOARD AUTHORIZING THE
SUPERVISOR TO ENTER INTO A GRANT APPLICATION AND AN
INTERMUNICIPAL AGREEMENT WITH THE VILLAGE OF MARCELLUS AND
THE MARCELLUS CENTRAL SCHOOL DISTRICT RELATED TO THE
CONSOLIDATION OF SEWER SERVICES**

WHEREAS, the Town of Marcellus, New York (the “Town”) plans to consolidate sewer services with the Village of Marcellus, New York (the “Village”) and the Marcellus Central School District (the “School District”) to improve the efficiency of sewer services provided pursuant to one or more Intermunicipal Agreements;

WHEREAS, currently, the Town operates and maintains sewer lines while the Village provides sewage transportation and treatment to its users via an Intermunicipal Agreement dated May 18, 2009;

WHEREAS, the Town, Village and School District, pursuant to one or more Intermunicipal Agreements, plan to streamline operational efficiency of the sewer system and reduce taxpayer costs by functionally consolidating all sewer services to include operation, maintenance and billing of the entire system by the Village;

WHEREAS, to achieve a complete consolidation of sewer services the Town agrees to 1) enter into an Intermunicipal Agreement outlining the terms by which the Village will operate, maintain and bill for sewer services under the consolidated system 2) complete a Flow Management Plan to assess infrastructure improvements necessary to correct current overcapacity issues within the system 3) implement phosphorous removal as required by the New York State Department of Environmental Conservation;

WHEREAS, the Town authorizes the Village, as lead applicant, to make application for funding on behalf of the Town, co-applicant to the New York State

Department of State 2011-2012 Local Government Efficiency Implementation Grant Program in an amount not to exceed \$600,000;

WHEREAS, the Town, as co-applicant, authorizes John Curtin, Mayor of the Village of Marcellus, lead applicant, to execute all financial and administrative processes related to the grant program;

WHEREAS, if the grant is awarded, the Town agrees to fund its cost share of the amount awarded, proportional to the number of users served by the system and not to exceed \$13,500.00 which amount is currently available through its general operating budget; and

WHEREAS, the Town, as co-applicant, authorizes the Village of Marcellus, as lead applicant, to classify the action in accordance with the State Environmental Quality Review Act (SEQRA) and to make the necessary determination for the proposed project.

NOW, THEREFORE, BE IT RESOLVED, that the Supervisor of the Town, Daniel J. Ross, is hereby authorized and directed to file a joint application, together with the Village of Marcellus and the Marcellus Central School District, for funds from New York State as part of the Local Government Efficiency Implementation Grant Program 2011-2012 administered through the New York State Department of State in an amount not to exceed \$600,000.00.

OLD BUSINESS:

Report from Department Liaisons: None

NEW BUSINESS:

Tax Collector: Agreement for Software Support: Councilor Lathrop made a motion seconded by Councilor Hakes to authorize Supervisor Ross to enter into a contract with Williamson Law Book for annual software support for the Tax Collector in the amount of \$363.00. All voted aye. Carried.

Set Spring Trash Days: Councilor Hakes made a motion seconded by Councilor Lathrop to hold the 2012 Spring Trash Days on Fridays, April 27, May 4 and May 11 from noon to 3:00pm and Saturdays, April 28, May 5 and May 12 from 8:00am to noon. All voted aye. Carried.

Agreement with MAVES for 2012: Supervisor Ross presented to the Board the 2012 agreement between the Town of Marcellus and Marcellus Volunteer Emergency Services (MAVES). Councilor Lathrop made a motion seconded by Councilor O'Hara to authorize the Supervisor to sign the 2012 Agreement between the Marcellus Volunteer Emergency Services (MAVES) and the Town of Marcellus. All voted aye. Carried.

Hydrant Markers: The Marcellus Fire Department has contacted the Town with a need to "mark" the hydrants in the town for easier location in a time of an emergency. They suggested medal rods with a small flag for each hydrant with a cost of up to \$10.00 each. There are approximately 200 hydrants in the town. Councilor O'Hara made a motion seconded by Councilor Hakes to authorize the Marcellus Fire Department to proceed with "marking" the fire hydrants in the town not to exceed \$2,000.00 (\$10 each x 200 hydrants). All voted aye. Carried.

Authorize Gallagher Painting for Interior of Town Hall: A proposal was submitted by Gallaher Painting for interior painting of the Town Hall. The proposal was broken down to three (3) areas. The entire first floor: \$5,820.00, second floor and stairway: \$3,760.00 and the third area would be the windows (interior side): \$2,680.00 for a total of \$12,260.00. Councilor Hakes made a motion seconded by Councilor O'Hara to authorize the Supervisor to enter into a contract with Gallagher Painting for painting the interior of the Town Hall not to exceed \$12,260.00. All voted aye. Carried.

New Market in Park on Thursdays: Phil Coccia, Recreation Leader, brought the Town Board up to date on the proposed open air market. It would be operating in the Grove area of the Marcellus Park from early June to early October. Residents Erica Leubner and Rebecca Muir first approached Mr. Coccia with the idea and have been working very hard on the project. They have contacted all the appropriate agencies and various vendors. Mr. Coccia informed the Board that the town would be the official sponsor and the vendor fees would be collected by the Town Clerk. Councilor Lathrop made a motion seconded by Councilor Hakes to proceed with the market to be located in the Grove area of the Marcellus Park from early June to early October. All voted aye. Carried.

Service Contract: Lakeshore Employee Testing: Councilor Lathrop made a motion seconded by Councilor Sherman to renew the agreement with Lakeshore Employee Testing Services, Inc. for the year of 2012 at a cost of \$55.00 per employee. All voted aye. Carried.

Olde Home Days Request: A request has been received from Cathy Marsden, Chair of the Olde Home Days Committee to use the Town Hall Parking lot and the empty space behind the Community Bulletin board for the 2012 Olde Home Days which will be held on June 1st, 2nd and 3rd. The space around the Town Hall would be used for non-profit organizations. Councilor Lathrop made a motion seconded by Councilor Hakes to approve the request from Cathy Marsden on behalf of the Olde Home Days Committee to use the Town Hall Parking lot and the empty lot behind the community bulletin board for non-profit organizations for the 2012 Olde Home Days event. All voted aye. Carried.

Highway: Truck Bid: Donald MacLachlan, Highway Superintendent, came before the Board to seek permission to advertise for bids for a 2012 (or newer) Landscape Dump Truck. Councilor Lathrop made a motion seconded by Councilor Sherman to authorize the Highway Superintendent to seek bids for a 2012 (or newer) Landscape Dump Truck. The notice to bidders is as follows:

NOTICE TO BIDDERS TOWN OF MARCELLUS

NOTICE IS HEREBY GIVEN, that the Town Clerk of the Town of Marcellus, County of Onondaga, New York, will receive sealed bids until 2:00 p.m. on March 12, 2012 at her office in the Town Hall, 24 East Main Street, Marcellus, New York, for the purchase of the following described items:

One new 2012 or newer Landscape Dump Truck.

Bids should include the proposed purchase price and in the alternative, the price to purchase pursuant to a "lease-purchase" (installment purchase) agreement.

Full copies of the bid specifications may be obtained from the Town Clerk's office during regular business hours, Monday through Friday, 9:00 am until 4:30 pm.

Bids will be publicly opened and read aloud on March 12, 2012 at 2:00 pm at the Marcellus Town Hall, 24 East Main Street, Town of Marcellus.

Each bid must be accompanied by a certified check or cash, payable to the Town of Marcellus or a bid bond in an amount not less than ten (10%) percent of the amount of the bid. Such checks, cash or bonds shall be promptly returned to the unsuccessful bidders and to the successful bidder upon delivery of the vehicle. The Town reserves the right to waive any informalities in the bid and to reject any or all bids.

**By order of the Town Board
of the Town of Marcellus**

DATED: February 13, 2012

Karen R. Pollard, Town Clerk

Court Grant: The Marcellus Justice Court has been notified by the State of New York Unified Court System that they have been awarded a grant under the 2011-12 cycle of the Justice Court Assistance Program (JCAP) in the amount of \$2128.00 for new drapes for the Court Room and \$7,000.00 towards air conditioning. Councilor Lathrop made a motion seconded by Councilor Hakes to accept the JCAP Grant in the amount of \$2128.00 for new drapes for the Court Room and \$7,000.00 towards air conditioning. All voted aye. Carried.

Discussion Agenda

Items from the Board: None

Items from the Floor:

Mary Jo Paul, Village Trustee, passed out informational pamphlets on the new composting program through the Village.

Tracie Barnes, Bishop Hill Road, advised the Board of a possible opportunity for the Marcellus community to start up a service similar to the Laker Limo program that operates in Skaneateles. Ms. Barnes stated that the Department of Aging and Youth would be willing to meet with community members interested in this type of volunteer service. Supervisor Ross stated the Board would be willing to meet with representatives from Laker Limo for get more information on what exactly they do.

Councilor Hakes made a motion seconded by Councilor Lathrop to adjourn the Marcellus Town Board meeting at 7:58 P.M. All voted aye. Carried.

Respectfully submitted,

Karen R. Pollard, Town Clerk