

**TOWN OF MARCELLUS
TOWN BOARD MEETING MINUTES**

Monday, June 13, 2016

A Regular Meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on June 13, 2016, in the Town Hall, 24 East Main Street, Marcellus, New York. Those present were:

Karen R. Pollard, Supervisor
Kevin F. O’Hara, Councilor
John Cusick, Councilor
Chris Hunt, Councilor
Laurie Stevens, Councilor

Also present: Jim Gascon, Town Attorney; Joe Durand, TDK Engineers; Don MacLachlan, Highway Superintendent; Phil Coccia, Recreation Director; Ellen Lathey, West Onondaga Journal; Tom Lathrop, Bill Southern, Nancy Bunn, Susan Dennis, Deputy Town Clerk and Sandy Taylor, Town Clerk.

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

Minutes: A motion was made by Councilor O’Hara and seconded by Councilor Cusick to accept the minutes from the Town Board Meeting on May 9th and the Workshop Meeting on May 26, 2016.

Ayes – Pollard, Stevens, Hunt, O’Hara and Cusick Carried

The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk, Abstract #6 as of June 9, 2016, Claim #'s 144092-144097, 144103-144133, 144143-144149.

	<u>Expenses</u>
General Fund	\$11,086.70
General Fund – Part Town	76.50
Highway – Town Wide	2,905.92
Highway – Part Town	9,969.11
Fire District	10,447.75
Ambulance Fund	2,576.25
Total	\$37,162.23

Bills paid between meetings:

<u>Voucher Number</u>	<u>Name</u>	<u>Amount</u>
144098	Constellation	\$39.17
144099	Constellation	22.64
144100	Constellation	.71
144101	Constellation	.09
144102	Constellation	2.97
Total		\$ 65.58

Councilor Stevens made a motion seconded by Councilor Hunt to approve and pay the bills.

Ayes – Pollard, Stevens, Hunt, O’Hara and Cusick

Carried

Old Business:

Highway Garage – Clean Floor Drains & Oil/Water Separator: Don MacLachlan, Highway Superintendent, received the following quotes to clean the floor drains and oil/water separator:

Safety Kleen	\$1,242.45
Paragon Environmental Construction	\$4,075.00
NRC	\$5,625.00

After some discussion and reviewing the quotes, Supervisor Pollard and/or Don MacLachlan, will contact Safey-Kleen to find out if they analyze the waste before it is taken off site and also what the transportation fee is. This will be tabled until July.

New Business:

Tom Reiley, Reagan Insurance Company – Tom Reiley came to speak to the Board about the Town’s insurance. The 2016 quoted premium is \$42,086.00 which is down from 2015 by \$242.00. Don MacLachlan, Highway Superintendent, wants to get permission from the board to put two trucks on Auctions International, which will bring the premium down once the trucks are sold. This will be on the July agenda.

Auctions International: (additional item): Councilor O’Hara made a motion seconded by Councilor Hunt to authorize Don MacLachlan, Highway Superintendent, to put two trucks on Auctions International. The trucks are a six wheeler and a ten wheeler. A pickup truck will be going to the park. He is replacing these three trucks with two that he received about three weeks ago.

Ayes- Pollard, Stevens, Hunt, O’Hara and Cusick

Carried

Resolution – Highway Superintendent to spend funds:

**TOWN OF MARCELLUS
TOWN BOARD RESOLUTION**

June 13, 2016

Upon motion of Councilor Stevens, seconded by Councilor Cusick, the following motion was made:

WHEREAS, the Town of Marcellus Highway Department is desirous of obtaining authorization to rent equipment and machinery needed for the maintenance and improvement of the highways in the Town of Marcellus; and

WHEREAS, according to New York Highway Law, the town highway superintendent “may rent or hire machinery or equipment at a rate to be approved by the town board;” and

WHEREAS, it is unduly cumbersome, especially in emergency situations, for the highway superintendent to seek approval of rental rates each time it rents a piece of equipment or machinery; and

WHEREAS, it is permissible for a Town in the State of New York to amend its procurement policy to pre-authorize the Town Highway Department Supervisor or Deputy Supervisor to rent equipment or machinery; and

WHEREAS, it is the intention of the Marcellus Town Board to pre-authorize rental rates for categories of equipment and machinery to avoid the need for the highway superintendent to seek approval of rental rates each time it rents a piece of equipment or machinery; and

WHEREAS, it has been determined that the adoption to said Local Law is a Type II action for purposes of environmental review under SEQR; and

WHEREAS, the Town Board has determined that no further environmental review is needed on this matter; and

WHEREAS, it is in the public interest to amend the procurement policy to improve the efficiency and responsiveness of the Town Highway Department;

NOW, THEREFORE, it is

RESOLVED AND DETERMINED, the Town Board hereby amends the Town’s procurement policy to approve the rental rates for equipment and machinery for any rental not to exceed \$15,000.00 per incident; and it is further

RESOLVED AND DETERMINED, the Town’s procurement policy is further amended to provide the highway superintendent need not seek further authorization from the Town Board for renting equipment and machinery at the prescribed rates; and it is further

RESOLVED AND DETERMINED, the Town’s procurement policy is further amended to provide in the event the highway superintendent is not available to execute the rental of

equipment or machinery, the deputy highway superintendent is authorized to rent equipment and machinery in an amount not to exceed \$15,000.00 per incident, and need not seek further authorization from the Town Board.

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

Karen Pollard	Supervisor	Voted	Aye
Chris Hunt	Councilman	Voted	Aye
Kevin O’Hara	Councilman	Voted	Aye
Laurie Stevens	Councilwoman	Voted	Aye
John Cusick	Councilman	Voted	Aye

Resolution duly adopted.

Dated: June 13, 2016

This resolution was approved as amended. The original resolution stated that the rental fee was not to exceed \$15,000 per piece of machinery. After discussion, it is \$15,000 per incident.

Resolution – Time Warner Cable Franchise:

**TOWN OF MARCELLUS
TOWN BOARD RESOLUTION
CORRECTING TERM OF
CABLE FRANCHISE AGREEMENT**

Councilor O’Hara moved for the modification of the previous Resolution of this Board of 6/24/15 wherein the Time Warner Cable Northeast LLC (“Time Warner”) Agreement was approved, and Councilor Cusick seconded the motion.

WHEREAS, this Board previously approved the Time Warner agreement by Resolution dated 6/24/15; and

WHEREAS, the 6/24/15 Resolution incorrectly stated the renewal term of the Agreement was for fifteen (15) years; and

WHEREAS, the actual term of the Franchise Renewal Agreement was ten (10) years.

NOW, THEREFORE,

BE IT RESOLVED, this Board hereby confirms renewal of the Cable Television Franchise Agreement and further corrects the aforesaid previous Resolution to reflect that the renewal is for ten (10) years.

The question of the adoption of the foregoing Resolution was duly put to a vote and the vote was as follows:

Karen Pollard	Supervisor	Voted	Yes
Christopher Hunt	Councilor	Voted	Yes
Kevin O'Hara	Councilor	Voted	Yes
John Cusick	Councilor	Voted	Yes
Laurie Stevens	Councilor	Voted	Yes

The foregoing Resolution was thereupon declared duly adopted.

DATED: June 13, 2016

Town of Marcellus Clerk

Trash Day Permits: The trash day sale of permits totaled \$7,630.00. The breakdown is as follows:

Freon Removal	500.00
Tire Permits	180.00
Passenger Car	2,060.00
Passenger Car – one trip only	40.00
Trailer Permits	1,630.00
Truck Permits	<u>3,220.00</u>
Total	\$ 7,630.00

Don MacLachlan stated that the first week was very busy. The second and third not as busy.

Justice Court Grant for Ramp: John Houser, Codes Officer, stated that the ramp outside the Town Hall will be done in two parts. The masons don't want anything to do with installing the handrail. The following are quotes for the masonry work:

CNY Masonry	\$13,000
Crete-Scapes	10,560
Mend-All Masonry	21,500

The only price he received for the handrail was from Homer Iron Works. The best price would be \$1,728.00 and the worst case scenario would be \$3,600. He contacted Rauli Iron Works and they didn't want to touch it.

Councilor Stevens made a motion seconded by Councilor Hunt to approve Crete –Scapes at a cost of \$10,560 and Home Iron Works at a cost between \$1,728 and \$3,600 to fix the ramp at the Town Hall.

Ayes – Pollard, Stevens, Hunt, O'Hara and Cusick

Carried

Storm Water Information: John Houser, Codes Officer, explained that the CNY Storm Water Coalition is going to be hiring interns for the summer to go to municipalities to collect information on the storm water. Supervisor Pollard made a motion seconded by Councilor O'Hara authorizing the Supervisor to sign the MS4 form that the Codes Officer will be working with the intern for the week.

Ayes – Pollard, Stevens, Hunt, O'Hara and Cusick

Carried

Fire Department Financials: Supervisor Pollard stated that we just received the first quarter financials from the Fire Department and the second quarter should be coming after the end of June.

Comprehensive Plan: Supervisor Pollard is going to ask the Planning Board to decide on which areas need revising in the Comprehensive Plan. Instead of going through the whole plan page by page, the Town can concentrate on the areas the Planning Board recommends. There was money put aside in the budget for the 2016 budget and the Board will plan on budgeting more for 2017.

Comp Alliance Insurance: Supervisor Pollard, Don MacLachlan, Highway Superintendent and Phil Coccia, Recreation Director all sat down with a representative from Comp Alliance. He is going to send Supervisor Pollard a report on his findings about the building and the Highway Garage and what training (required by the State) that the employees should have. Supervisor Pollard will let the Board know when she receives it.

Discussion Agenda

Paper Mill: John Houser, Codes Officer, and Joe Durand, TKD Engineering, will be meeting with the DOT (Department of Transportation) tomorrow, June 14, 2016 at 10:00 am to discuss the Paper Mill. They have contacted different agencies, Army Core, Fish & Wildlife and the Soil & Water, to make sure that when it is taken down, it is done properly. Any metals that are in the building the contractor would take.

Items from the Board: Nothing

Items from the Floor: Phil Coccia, Recreation Director, stated that two days before Old Home Days a manhole cover by the Grove Pavilion started spewing water out. With the help of Don MacLachlan and Jeff Crysler it was fixed. Last Friday, June 10, 2016 water sprung a leak by the Stone Mill pavilion. Donnie and Jeff came and repaired that leak. Phil Coccia, wants to put money in the budget for next year to have the pipes repaired for good.

Supervisor Pollard asked the Board to stay to have a consultation with the Town Attorney.

Councilor Cusick made a motion seconded by Councilor O'Hara to adjourn the Marcellus Town Board meeting at 8:50 PM

Ayes – Pollard, Stevens, Hunt, O'Hara and Cusick

Carried

Respectfully submitted,

Sandy Taylor, Town Clerk