

**TOWN OF MARCELLUS
TOWN BOARD WORKSHOP MEETING MINUTES**

August 24, 2017

A Workshop Meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Thursday, August 24, 2017, in the Town Hall, 24 East Main Street, Marcellus, New York. Those present were:

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

Also present: Jim Gascon, Town Attorney; Don MacLachlan, Highway Superintendent; Phil Coccia, Recreation Director; John Houser, Codes Officer; Bill Southern, Curt Coville, Tammy Sayre and Sandy Taylor, Town Clerk.

Supervisor Pollard opened the meeting at 5:30 pm with the Pledge of Allegiance to the Flag.

BUSINESS AGENDA

The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk, Abstract #8 as of August 23, 2017, Claims # 146014-146055.

	<u>Expenses</u>
General Fund	\$12,793.79
Part Town General	3,171.51
Town Wide Highway	8,083.73
Part Town Highway	13,536.39
Trust & Agency	<u>1,303.08</u>
 Total	 \$38,888.50

Councilor Stevens made a motion seconded by Councilor Cusick to approve the Abstract of Audited Vouchers.

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

Carried

BUSINESS SESSION:

Hydrant Leases: Supervisor Pollard received from OCWA (Onondaga County Water Authority) the Renewal of the OCWA Lease and Operation Agreements for the Howlett Hill Water District and the Dunbar Road Water Supply District. Supervisor Pollard met with Bob Andrews, an OCWA representative, who is the Director of Intergovernmental Affairs. These are 40 –Year Lease Agreements. Mr. Andrews gave Supervisor Pollard maps showing the districts. Jim Gascon, Town Attorney, has reviewed these Agreements.

Water Supply Agreement – Dunbar Road Water Supply District:

Councilor Stevens made a motion seconded by Councilor Hunt to approve the following Dunbar Road Water Supply Agreement with OCWA.

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

Carried

IN THE MATTER OF THE AUTHORIZATION OF AN AGREEMENT BETWEEN THE ONONDAGA COUNTY WATER AUTHORITY AND THE TOWN OF MARCELLUS, NEW YORK	RESOLUTION AUTHORIZING WATER SUPPLY AGREEMENT
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At a meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York (hereinafter “Town”), held at the Marcellus Town Hall, Marcellus, New York, on the 24th day of August 2017, at 5:30 p.m.

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

WHEREAS, the Town and the Onondaga County Water Authority (hereinafter “AUTHORITY”) desire to enter into an AGREEMENT to continue supplying water to the Dunbar Road Water Supply District (hereinafter “DISTRICT”); and

WHEREAS, the TOWN represents to the AUTHORITY that the DISTRICT was duly established as provided by law; and

WHEREAS, the TOWN represents to the AUTHORITY that the TOWN has the power and the authority to bind itself to the provisions of the proposed AGREEMENT,

NOW, THEREFORE,

BE IT RESOLVED, that the AGREEMENT between the AUTHORITY and the TOWN in the form as is annexed hereto, be and hereby is approved by the TOWN; and

BE IT FURTHER RESOLVED that the TOWN Board of the TOWN hereby executes said AGREEMENT on behalf of the DISTRICT and the TOWN Clerk is hereby authorized to deliver a copy of the executed AGREEMENT to the AUTHORITY; and any other party.

I, the undersigned, TOWN Clerk of the TOWN, hereby certifies that the foregoing is a true and correct copy of a resolution unanimously adopted by the TOWN Board at a regular meeting of the Board, at which a quorum was present, held at the Town Hall on the above date.

I further certify that public notice of this meeting was duly given as required by law.

Dated: August 24, 2017

Sandy Taylor
Town Clerk

LEASE AGREEMENT – HOWLETT HILL WATER DISTRICT:

Councilor Stevens made a motion seconded by Councilor O’Hara to approve the Lease Agreement for the Howlett Hill Water District.

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

Carried

IN THE MATTER
OF
THE AUTHORIZATION OF AN AGREEMENT
BETWEEN THE ONONDAGA COUNTY WATER
AUTHORITY AND THE TOWN OF MARCELLUS, NEW YORK

RESOLUTION AUTHORIZING
LEASE AGREEMENT

At a meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York (hereinafter “TOWN”), held at the Marcellus Town Hall, Marcellus, New York, on the 24th day of August, 2017, at 5:30 p.m.

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

WHEREAS, the TOWN and the Onondaga County Water Authority (hereinafter “AUTHORITY”) desire to enter into a renewal agreement for the lease of the Howlett Hill Water District (hereinafter “DISTRICT”) and for the supply of water and water service to the DISTRICT (hereinafter “AGREEMENT”); and

WHEREAS, the TOWN represents to the AUTHORITY that the DISTRICT was duly established as provided by law; and

WHEREAS, the TOWN represents to the AUTHORITY that the TOWN has the power and the authority to bind itself to the provision of the proposed AGREEMENT,

NOW, THEREFORE,

BE IT RESOLVED, that the AGREEMENT between the AUTHORITY and the TOWN in the form as is annexed hereto, be and hereby is approved by the TOWN subject to permissive referendum pursuant to Town Law § 198 (12)(b); and

BE IT FURTHER RESOLVED that the TOWN Board of the TOWN hereby executes said AGREEMENT on behalf of the DISTRICT and the TOWN Clerk is hereby authorized to deliver a copy of the executed AGREEMENT to the AUTHORITY; and any other party.

I, the undersigned, Town Clerk of the TOWN, hereby certifies that the foregoing is a true and correct copy of a resolution unanimously adopted by the TOWN Board at a regular meeting of the Board, at which a quorum was present, held at Town Hall on the above date.

I further certify that public notice of this meeting was duly given as required by law.

Dated: August 24, 2017

Sandy Taylor
Town Clerk

Mutual Aid – Code Enforcement: An Agreement was brought before the board for Building Inspection and Building Code Enforcement Services between the Town of Skaneateles and the Town of Marcellus. This would enable each Towns Code Officer to cover the other Town during vacation, medical absence, maternity/paternity leave or an emergency situation. After looking over the Agreement, it was decided that Jim Gascon, Town Attorney, would add a few clauses and send it over to the Town of Skaneateles for their review and it would also be put on the Sept. 11, 2017 agenda for Marcellus Town Board Members to review.

Highway Department: Don MacLachlan, Highway Superintendent, asked the Town if they would amend the budget for line item DB5110.4 from \$210,000 to \$260,000. He will be receiving grant money of \$50,000, but would like to start working on S. E. Townline, Maple Street and Seal Road while the weather is good. Once the \$50,000 is received it will go right back into the DB Fund Balance. Councilor Stevens made a motion seconded by Councilor Hunt to amend DB 5110.4 from \$210,000 to \$260,000.

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

Carried

Paper Mill Update: A bill was drafted to be sent to the property owner of where the Paper Mill stood. The bill will be send to the property owner from the Town and also a copy with a letter from the Town Attorney. This will be on the September 11, 2017 agenda for an update.

Request on Permit Extension: John Houser, Codes Officer, received a request to waive a permit extension fee. After some discussion, the Board decided to waive the \$150 fee to the standard \$25.00. This is the second extension requested by the homeowner. Councilor O’Hara made a motion seconded by Councilor Hunt to approve a \$25 extension fee for Nelson Cox.

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

Carried

ADJOURN BUSINESS SESSION: Councilor Stevens made a motion seconded by Councilor Cusick to close the Business Session of the Meeting and open up the Workshop Session at 6:25 pm.

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

Carried

WORKSHOP SESSION

Marcellus Department Financials: Marcellus Fire Department dropped off 2017 Budget Financials for the Town Board to review. Councilor O’Hara will check with the Fire Department to find out if they have a Building Maintenance Account. No action is necessary; this is just for the Boards review.

MAVES (added item): The profit & loss sheet for MAVES Inc. was dropped off at the Town Hall. This is for May through July 2017. Again, no board action is necessary.

General Code: Supervisor Pollard stated that a representative from General Code stopped by and went through the process for having all our Local Laws in a Code Book. What she did, was to scan the Local Laws that she was not able to pull off the New York State Web Site. She will take all the information she gathered and come up with a quote for the work to done. This is a lengthy process so the Town could budget a little bit each year, for the next two to three years. Supervisor Pollard feels that this should be put in the 2018 budget.

DISCUSSION ITEMS

Supervisor Pollard made mention of an e-mail regarding overgrown grass on Bishop Hill Road. A resident stated that the property has only been mowed once this summer. After some discussion, the Law that addresses this issue was found and John Houser, Codes Officer, should start working on correcting the problem.

ADJOURN: Councilor Cusick made a motion seconded by Councilor Hunt to adjourn the Workshop Meeting at 7:00 pm.

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

Carried

Respectfully Submitted,

Sandy Taylor
Town Clerk

