

**TOWN OF MARCELLUS  
TOWN BOARD MEETING MINUTES**

July 11, 2018

A Regular Meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, July 11, 2018, in the Town Hall, 24 East Main Street, Marcellus, New York. Those present were:

Karen R. Pollard, Supervisor  
Tammy Sayre, Councilor  
John Cusick, Councilor  
Chris Hunt, Councilor  
Laurie Stevens, Councilor

Also present: Jim Gascon, Town Attorney; Don MacLachlan, Highway Superintendent; John Houser, Codes Officer; Phil Coccia, Recreation Director; Bill Southern, Gary and Linda Wilcox, Karen Cotter, Chuck Paul, Bernie Montgomery, Sandra Elsey, Brian Haney, Jim Rossiter, Tom Reiley, Nancy Bunn, Tom O’Neil, D. Little, Keith Ramsden, Susan Dennis, Deputy Town Clerk and Sandy Taylor, Town Clerk.

Supervisor Pollard opened the meeting at 7:00 pm with the Pledge of Allegiance to the Flag.

**Minutes:** Councilor Stevens made a motion seconded by Councilor Cusick to accept the Town clerk’s minutes, as corrected, from the Town Board Meeting on June 6, 2018 and the Workshop Meeting on June 20, 2018. The correction was on the June 6, 2018 minutes. When discussing the Drainage Issue in Marcellus Knolls, the charges should be charged to the Town’s General Fund, not the Building Fund.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

**Monthly Activity:** The Abstract of Audited Vouchers were given to the Board Members as submitted by the Town Clerk. Abstract #7 as of July 9, 2018.  
Claim #'s – 147346 – 147370, 147372-147385, 147387-147408.

	<u>Expenses</u>
General Fund	\$13,990.32
Part Town General	207.64
Town Wide Highway	7,254.17
Part Town Highway	23,695.50
Sewer District	12,600.00
Trust & Agency	<u>232.64</u>
Total	\$57,980.27

Board Members were given copies of the Activities Report as of July 9, 2018 for the Fiscal Year 2018, Periods 1 to 6.

	<u>Revenue</u>	<u>Expense</u>
General Fund	(1,223,203.61)	471,306.78
Part Town General	( 210,828.22)	75,673.46
Town Wide Highway	( 510,613.68)	219,009.11
Part Town Highway	( 447,114.11)	192,724.61
Fire District	( 401,685.76)	284,000.25
Hydrant Fund	( 2,177.54)	1,690.77
Ambulance Fund	( 305,020.54)	155,384.00
Sewer Fund	( 160,553.84)	147,948.00
Water District	( 154,477.66)	79,370.56

Bills Paid Between Meetings on July 5, 2018

<u>Voucher #</u>	<u>Vendor</u>	<u>Amount</u>
147338	NYSEG	\$ 24.21
147339	NYSEG	18.60
147340	NYSEG	21.64
147341	NYSEG	25.15
147342	NYSEG	83.51
147343	NYSEG	25.15
147344	NYSEG	19.88
147345	NYSEG	<u>159.43</u>
	Total	\$377.57

Bank Balances for May 2018:

Total Balance for May 2018: \$3,761,222.22

Councilor Hunt made a motion seconded by Councilor Sayre to approve the Abstract of Audited Voucher as of July 9, 2018, the Activities Report as of July 9, 2018, the Bills paid on July 5, 2018 and the Bank Balance for May 2018.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

**OLD BUSINESS:** None

**NEW BUSINESS:**

**Insurance Renewal from Reagans:** Tom Reiley, Reagan Insurance, stated that the insurance for the Town would be increase by \$327 to cover the addition to the Highway Garage. Mr. Reiley also brought information on Cyber Security Insurance from Travelers Casualty and Surety Company. This is a standalone policy and the cost for a year of Cyber Security Insurance would be \$2,773.00. At this point, the Board would like to discuss the Cyber Security Insurance at the Workshop Meeting in July. Councilor Hunt made a motion seconded by Councilor Stevens to renew our insurance with Reagans for \$43,937.00.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

**Hearing – Tall Grass Violation- Hall Ave:** John Houser, Codes Officer, has received a number of complaints regarding overgrown grass, an improper roof repair and vermin entry points under the house foundation at 4198 Hall Ave.

Jim Gascon, Town Attorney, swore in John Houser as a witness to the following hearing, with Supervisor Pollard and the Councilors acting as the Hearing Officers.

John Houser stated that the property is at 4198 Hall Ave., Marcellus, NY and the owners are Douglas and Julie Jankowski. John had some pictures on his phone that he shared with the Board. He will print out pictures to go with the file.

On June 27, 2018 John Houser sent the owners (by regular US Mail) of the property a Compliance Order stating the following offenses: 1. Lawn is not being maintained – unhealthful and dangerous conditions exist as a result. 2. The roof needs to be repaired as black plastic has been nailed to the roof with furring strips and is all but ripped and torn and hanging off the house. 3. There are vermin entry points under the house foundation. The Compliance Order directed and ordered the owners to comply on or before July 4, 2018. On July 5, 2018, the Compliance Order was returned back to the Codes Officer.

On July 4, 2018, John Houser mailed a Removal Hearing to Douglas and Julie Jankowski stating that there would be a Removal Hearing on July 11, 2018. As of today, July 11, 2018, John has not heard back from the owners, and nothing has been done to the property.

Tom O’Neil, 4212 Hall Ave., also took some pictures to share with the board of the property at 4198 Hall Ave. about an hour before the meeting which also shows that nothing has been done.

Councilor Hunt made a motion seconded by Councilor Cusick to authorize the Codes Officer to have someone go and mow the property at 4198 Hall Ave. as they are in violation of Local Law 4 – 2007 Section 4. All costs for the mowing will be added to the property taxes.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick Carried

Councilor Stevens made a motion seconded by Councilor Sayre to authorize the Codes Officer to have someone go and repair the roof and take care of the foundation at 4198 Hall Ave. All costs for repairs will be added to the property taxes.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick Carried

**Metal Detectors in the Park:** A letter was received from Mr. Len Paradise regarding metal detecting in the Park. At this time, there is no metal detecting in the Park because of damage that was left. Mr. Paradise stated that there are many common sense rules that apply to metal detecting and no one should even be able to tell if you have been there. After much discussion, Councilor Hunt made a motion to amend the Local Law to allow metal detecting in the Park. No one seconded the motion so the law still is enforced – No Metal Detecting in Marcellus Park.

**Resignation – Highway Department:** Councilor Stevens made a motion seconded by Councilor Hunt to accept, with regret, the resignation of Owen Haney from the Town Highway Department. His last day will be July 13, 2018.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

**New Truck – Highway Department:** Don MacLachlan, Highway Superintendent, stated that he needs to replace one of the trucks. He is looking at a 2017 HX515 International with Tenco Plow Package. He would like the board's approval to acquire this truck with a Municipal Lease. Down payment is \$60,000 and payment is \$28,837.13 for four years. Councilor Hunt made a motion seconded by Councilor Sayre to authorize the Highway Supervisor, Don MacLachlan to lease the 2017 HX515 International Truck with the Tenco Plow Package. This is through a county contract.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick

Carried

## **DISCUSSION AGENDA**

### **Items from the Board**

**Hydrant – Glider Oil & Fire Department:** There has been some discussion on where to place the hydrant for Glider Oil. After much discussion, it will be place behind the Veterinary's Office. Glider Oil will have to receive an easement from them.

**Sewer Rates Going Up:** Supervisor Pollard noted that the Marcellus Village Newsletter, states that there will be an increase in sewer rates. The newsletter says that an average town sewer user would pay approximately \$676.74 annually, an annual increase of about \$160.00 beginning in 2019.

**Outstanding Questions (additional Item):** The following is a list of questions that Supervisor Pollard created to keep residents informed on issues that have been talked about.

Has the tall grass on Dublin been mowed yet? John Houser, Codes Officer, stated that is has been mowed.

Drainage problem in Knolls: TDK Engineering has completed a map and a memo regarding this. The Town should be receiving something soon on this.

Update of Permit Fees: This will be put on the August Workshop agenda.

Town Drainage Issues – Nothing more has been done. Need to move forward before next Spring.

New Sexual Harassment guidelines from State – Waiting for a model law from the State.

Fund Balances: The Board would like to start discussing Fund Balances at the August Workshop Meeting.

2019 Hazard Mitigation Plan – Supervisor Pollard, Don MacLachlan, Highway Superintendent; John Houser, Codes Officer and Phil Coccia, Recreation Director will meet to discuss the Plan and return it to the County.

Guard Rails at the Paper Mill site: John Houser, Codes Officer, has heard nothing from the State. Supervisor Pollard will send an email.

Assessors Agreement: Our Assessors Agreement states that it would have to be renewed September 30, 2018. Larry Fitts, Town Assessor, shared with us that the appointment should be from October 1, 2013 to September 30, 2019. Councilor Stevens made a motion seconded by Councilor Cusick to amend the Agreement with Mr. Fitts until September 30, 2019. Jim Gascon, Town Attorney, stated to have Supervisor Pollard and Mr. Fitts initial the new agreement.  
Ayes – Pollard, Stevens, Hunt, Sayre and Cusick Carried

### **Items from the Floor**

Phil Coccia, Recreation Director, stated that there was a children’s program, sponsored by the Town at the Library today and so many people were there, they had to turn people away.

Phil Coccia, Recreation Director, also stated that Sandy Elsey, Recreation Secretary, has been very busy with all the camps that are going on.

Jim Gascon, Town Attorney, spoke a little on the Local Charitable Contributions that the state is going to want Villages and Towns to participate in. More information will be forthcoming. This is in the early stages.

Councilor Cusick made a motion seconded by Councilor Hunt to adjourn the Marcellus Town Board meeting at 8:35 P.M.

Ayes – Pollard, Stevens, Hunt, Sayre and Cusick Carried

Respectfully submitted,

Sandy Taylor, Town Clerk