

TOWN OF MARCELLUS
TOWN BOARD WORKSHOP MEETING
Wednesday, December 16, 2020
5:30 PM

A Workshop Meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, December 16, 2020, in the Town Hall, 24 East Main Street, Marcellus, New York. Those present were:

Karen R. Pollard, Supervisor
John Cusick, Councilor
Terry Hoey, Councilor
Tammy Sayre, Councilor
Laurie Stevens, Councilor

Also present: Jim Gascon, Town Attorney; John Houser, Codes Officer; Karen Cotter, Planning/Zoning Secretary; Sandy Elsey, Park/Rec Secretary; Don MacLachlan, Highway Superintendent; Susan Dennis, Deputy Town Clerk and Sandy Taylor, Town Clerk.

Abstract of Audited Vouchers: The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #12 as of December 15, 2020. Claim #'s 151390-151421, 151430-151441.

	<u>Expenses</u>
General Fund	\$10,028.24
Part Town General	2,122.77
Town Wide Highway	<u>34,452.65</u>
Total	\$46,603.66

Councilor Cusick made a motion seconded by Councilor Stevens to approve the Abstract of Audited Vouchers as of December 15, 2020.

Ayes – Pollard, Stevens, Hoey, Sayre and Cusick

Carried

OLD BUSINESS:

MAVES - 2021 Contract: Councilor Sayre made a motion seconded by Councilor Hoey to authorize Supervisor Pollard to sign the MAVES contract with the Town of Marcellus for \$311,723.00. This is to furnish emergency medical ambulance services for all persons in the Town of Marcellus including the entire corporate limits of the Village of Marcellus.

Ayes – Pollard, Stevens, Hoey, Sayre and Cusick

Carried

Fire Department – 2021 Contract: Councilor Hoey made a motion seconded by

Councilor Cusick to authorize Supervisor Pollard to sign the Fire Department 2021 contract in the amount of \$329,390.00. The Fire Department will provide the Town with personnel, apparatus, vehicles and equipment necessary to provide fire protection and rescue services capable of properly responding to emergencies on an on-going basis within the Town of Marcellus Fire Protection District.

Ayes – Pollard, Stevens, Hoey, Sayre and Cusick

Carried

NEW BUSINESS:

2021 Annual Meeting & Training School: Information was given to the Board members regarding the 2021 Annual Meeting & Training School to be held February 14 – 17, 2021. The Annual Meeting for 2021 will be an All—Virtual Educational and Networking Event. No action needs to be taken. This is just if the Board Members decide to take any of the classes.

Fire Department New Member: Councilor Stevens made a motion seconded by Councilor Hoey to approve Bayley Evans into the Marcellus Fire Department.

Ayes – Pollard, Stevens, Hoey, Sayre and Cusick

Carried

DISCUSSION AGENDA

Update on Marcellus Veterinary Clinic: Supervisor Pollard has spoken with Marcellus Veterinary Clinic and they are more than happy to take any dogs that Jim LaRose, Dog Control Officer, would have to shelter there. Jim will turn in his key to Lake Country Vet and pick up one from Marcellus Veterinary Clinic before the end of the year.

Comprehensive Plan (added item): Supervisor Pollard stated that with the Comprehensive Plan whatever amount we put in for the Grant Money the County will match it. This is to be geared towards the Town of Marcellus as the Village has their own Comprehensive Plan. Jim Gascon, Town Attorney, will fill out the paperwork for the Grant and then have Supervisor Pollard look at it before it is signed and sent in.

OPK Design (added item): Supervisor Pollard received a proposal for the continuation of QPK's Design Services. This proposal includes Professional Architectural/Engineering Services necessary for the Construction Administration Phase (building the building). The fee for the following services will be \$84,000 and will be billed monthly based on the progress.

- shop drawing review and approvals
- Responses to General contractors RFI's and issuances of ASI and JD's as Needed
- Attendance at bi-weekly job meetings;
- Meeting minutes
- Bi-Weekly Construction Site Observation
- Pre-punch list site visit and issuances
- Final punch list issuances
- Project Close-out

Councilor Stevens made a motion seconded by Councilor Sayre to authorize Supervisor Pollard to sign the proposal from QPK Design for \$84,000 for the construction of the New Town Hall.
Ayes – Pollard, Stevens, Hoey, Sayre and Cusick Carried

Town Hall Discussion:

There were four ballots that were received by the Town Clerk from December 9 – 15, 2020. They were opened at the meeting with the results of yes – 3, no -1.

Here are the totals of all the votes for the new Town Hall.

	<u>Yes</u>	<u>No</u>
Poll Votes	345	149
Mailed in	70	89
Mailed in & Received after Dec. 8	3	1
Total of all	418	169

Don MacLachlan, Highway Superintendent, is meeting with Jeff Shultz, surveyor, to determine if some trees are on the Town’s property or they belong to the owner of Laundry Express. Don MacLachlan, will have the surveyor stake out all Town property. The Highway Department has already started clearing out some of the trees.

Parks/Rec Covid Policy (added item): Sandy Elsey, Secretary to Parks and Recreation, stated that with going with the new software for renting pavilions and registration for programs, there is space to put in the Town’s Covid Policy. The Policy the Town Adopted on May 20, 2020 was more for the employees. As this changes all the time from the County and State, Jim Gascon, Town Attorney, said put in that the Town follows the policy of the State and County.

Supervisor Pollard asked if the Board could stay to meet with the Attorney for a Client/Attorney meeting.

Adjournment: Councilor Sayre made a motion seconded by Councilor Cusick to adjourn the Workshop Meeting at 6:05 pm.

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

Respectfully Submitted,

Sandy Taylor
Town Clerk