

TOWN OF MARCELLUS
TOWN BOARD MEETING MINUTES
Wednesday, September 1, 2021
7:00 PM

A Regular Meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, September 1, 2021, in the Town Hall, 24 E. Main Street, Marcellus, New York.

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

Also Present: Don MacLachlan, Highway Superintendent; Phil Coccia, Recreation Director; Jim Gascon, Town Attorney; Gary & Linda Wilcox, Bill Southern, Nancy Bunn and Sandy Taylor, Town Clerk.

Minutes: Councilor Cusick made a motion seconded by Councilor Stevens to waive the reading and accept the Town Clerk’s minutes from the Town Board Meeting on August 4, 2021 and the Workshop Meeting on August 18, 2021.

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

Monthly Activity: The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract 9 as of August 30, 2021. Claim Numbers: 152451-152474, 152484-152507.

	<u>Expenses</u>
General Fund	\$ 14,788.13
Part Town General	203.88
Town Wide Highway	4,946.04
Part Town Highway	134,673.55
Fire District	82,347.50
Water District	86,397.00
Trust & Agency	<u>10.00</u>
Total	\$323,366.10

Board Members were given the Activities Report as of August 26, 2021, for the Fiscal Year 2021. Period 8.

	<u>Revenue</u>	<u>Expenses</u>
General Fund	(1,493,906.74)	740,606.03
Part Town General	(176,007.45)	106,182.61
Town Wide Highway	(574,517.93)	232,924.51
Part Town Highway	(361,543.23)	195,124.94
Fire District	(408,775.09)	291,367.25
Hydrant Fund	(3,036.08)	1,517.74
Ambulance Fund	(319,490.47)	239,642.25
Sewer District	(195,431.49)	195,430.00
Water District	(156,041.23)	81,142.46
Trust & Agency	(10.74)	

Bank Balances: Total of Bank Balances for July 2021 - \$6,469,744.39

Councilor Sayre made a motion seconded by Councilor Hoey to approve the Abstract of Audited Vouchers as of August 30, 2021, the Activities Report as of August 26, 2021 and the Bank Balances for July 2021.

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

New Town Hall: The Abstract of Audited Vouchers was given to Board Members as submitted by the Town Clerk. Abstract 9, as of August 30, 2021. Claim Numbers 152508-152511.

	<u>Expenses</u>
Capital Projects	\$153,514.29

Board Members were given the Activities Report (for the New Town Hall) as of August 26, 2021 for the Fiscal year 2021, Period 8.

	<u>Revenue</u>	<u>Expenses</u>
Capital Projects	(3,000,174.71)	1,177,086.39

Councilor Hoey made a motion seconded by Councilor Stevens to approve the Abstract of Audited Vouchers for the New Town Hall as of August 30, 2021 and the Activities Report as of August 30, 2021.

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

Tentative Budget (added item): At this time, the Town Clerk handed out the Tentative Budget to the Board Members.

OLD BUSINESS

Schedule Meeting: Sale and Use of Cannabis: Councilor Stevens made a motion seconded by Councilor Hoey to schedule an informational meeting on Thursday, September 30, 2021 at 7:00 pm. The meeting will take place at the Marcellus Fire Department on Slate Hill Road. Depending on the COVID rules, this meeting may be virtual. The Board will also welcome any comments on this subject via email or regular mail from the United States Postal Service.

Ayes – Pollard, Stevens, Hoey, Sayre and Cusick

Carried

NEW BUSINESS

Budget Overview- Reschedule Fire Dept./Budget Meetings: Supervisor Pollard made a motion seconded by Councilor Stevens to schedule the Fire Department for the September 9, 2021 Budget Meeting and cancel the Budget Meeting that was scheduled for Thursday, September 2, 2021. The meeting on September 9, 2021, will be MAVES at 5:30, Fire Department at 6:00 and a wrap up of the 2022 Budget. This meeting (Sept. 9, 2021) will be held in the Maintenance Building at Marcellus Park starting at 5:30 pm.

Ayes – Pollard, Stevens, Hoey, Sayre and Cusick

Carried

TOWN HALL

Award Fellows Excavation the Drainage/Excavation/Sewer Work: Don MacLachlan, Highway Superintendent, received two quotes for the installation of the Parking Lot Drainage system and preparing the parking lot for paving. The quotes are:

Kutabov	\$34,900
Fellows Excavating	12,000

Councilor Sayre made a motion seconded by Councilor Stevens to award the work of the Parking Lot Drainage System and Preparing the lot for paving to Fellows Excavating.

Ayes – Pollard, Stevens, Hoey, Sayre and Cusick

Carried

Discuss Security for The Town Hall: Supervisor Pollard is having a meeting tomorrow, Thursday, September 3, 2021 to discuss the security and cameras for the new Town Hall. There will be some doors that will be for exit only. The whole building will be wired for cameras. There was discussion about who should be able to go into different areas of the building and what can be closed off during meeting/court nights.

JCAP Grant Security: Councilor Stevens made a motion seconded by Councilor Sayre to approve the Court Clerk to apply for a JCAP (Justice Court Assistance Program) Grant. The Court Clerk will request a grant to help with the cost of the cameras and security buttons for the new Town Hall.

Ayes – Pollard, Stevens, Hoey, Sayre and Cusick

Carried

Night Drop: There was discussion as to if we would be installing a night drop on the New Town Hall. It was decided that we would have one on the front of the building. Supervisor Pollard will find out more tomorrow at her meeting on the size and location of the night drop.

DISCUSSION AGENDA

Supervisor Pollard received two quotes for the Comprehensive Plan. The cost will be about \$70,000. Supervisor Pollard will have Jim Gascon, Town Attorney review the quotes along with Jerry Wickett and Chris Christenson from the Planning/Zoning Board. Dan Kwasnowski, from the County, has worked with both the companies that submitted quotes and is very pleased with both of them. The RFP (Requests for Proposal) came from the County.

ADJOURNMENT: Councilor Stevens made a motion seconded by Councilor Sayre to adjourn the Town Board Meeting at 8:10 pm.

Ayes-Pollard, Stevens, Hoey, Sayre and Cusick

Carried

Respectfully Submitted,

Sandy Taylor
Town Clerk