

Marcellus Town Board
Workshop Meeting
Wednesday, January 19, 2022
6:30 pm

A Workshop Meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, January 19, 2022, in the Town Hall, 24 E. Main Street, Marcellus, New York.

Those Present: Karen Pollard, Supervisor
 Laurie Stevens, Councilor
 Terry Hoey, Councilor
 Jamie Curtin, Councilor
 Gabe Hood, Councilor

Also present: Mike Ossit, Deputy Highway Superintendent; Karen Cotter, Phil Coccia, Recreation Director; Jim Gascon, Town Attorney; Bill Southern; Daniel O’Conner, Connor Haney, Michael Miller, Eve Chapman, Jenna Mattison, Timothy Finn, Leah Clark, Malia Couse, Holly Southern, Harry Hoey,

Supervisor Pollard opened the meeting by explaining that our long-time assessor, Larry Fitts, passed away last Friday. She has spoken with his son, Brian, who is also an assessor, he will help us out for a little while but cannot take on the Town of Marcellus, as he has his own towns already.

Supervisor Pollard received a request from Don Weber, Director of Real Property Tax Services for Onondaga County, stating that Mr. Fitts’s son, Brian, has requested access to the Real Property database of the Town of Marcellus to act as Assessor in his father’s absence. The Board members all agreed that Brian can have access to the database for the Town of Marcellus

The project of taking photos of the homes in the Town of Marcellus has been put on hold.

Jim Gascon, Town Attorney, will draft up a letter to Assessor’s in the area to have them submit a “Request for a Quote”. Once he drafts the letter, he will send it to the Town Clerk along with the addresses so that the letters can be sent out to different vendors.

Supervisor Pollard also stated that the Town will have to compensate Helen Stevens, Larry Fitts’s clerk, as she has been coming in more and will keep the office going until an Assessor is found.

Abstract of Audited Vouchers 2021: The Abstract of Audited Vouchers was given to the Board Members. Abstract #12 as of January 18, 2022. Claim #'s 153037-153050, 153067-153070, 153082-153083.

	<u>Expenses</u>
General Fund	\$22,190.34
Part Town General	305.35
Town Wide Highway	1,117.25
Fire District	<u>18,200.00</u>
Total	\$41,812.94

Councilor Hoey made a motion seconded by Councilor Hood to approve the Abstract of Audited Vouchers as of January 18, 2022 for 2021.

Ayes – Pollard, Stevens, Hoey, Curtin and Hood

Carried

Abstract of Audited Vouchers 2022: The Abstract of Audited Vouchers was given to the Board Members. Abstract #1 as of January 18, 2022. Claim #'s 153051-153062, 153064-153066, 153071-153072, 153074-153081, 153084-153092.

	<u>Expenses</u>
General Fund	\$ 36,777.41
Part Town General	4,917.67
Town Wide Highway	7,271.11
Part Town Highway	4,331.25
Fire District	95,474.75
Ambulance Fund	79,289.25
Sewer District	200,321.00
Water District	40,410.00
Trust & Agency	<u>1,336.47</u>
Total	\$470,128.91

Councilor Stevens made a motion seconded by Councilor Hood to approve the Abstract of Audited Vouchers as of as of January 18, 2022 for 2022. This motion was made the withholding of the Marcellus Fire Department check. That check will be sent out once the Board receives the Financials they are waiting on and also the signed contract.

Ayes – Pollard, Stevens, Hoey, Curtin and Hood

Carried

Abstract of Audited Vouchers (New Town Hall): The Abstract of Audited Vouchers was given to the Board Members. Abstract #1 as of January 18, 2022. Claim #'s 153093.

	<u>Expenses</u>
Capital Projects	\$236,119.40

Councilor Stevens made a motion seconded by Councilor Hoey to approve the Abstract of Audited Vouchers (for the New Town Hall) as of January 18, 2022.

Ayes – Pollard, Stevens, Hoey, Curtin and Hood

Carried

OLD BUSINESS

Department Audits by Board Members: Supervisor Pollard explained that each Department has been audited by a Board Member in the past. The only Department that has to have an audit is the Court. Supervisor Pollard has offered to audit the Courts Books. After some discussion, it was decided that there are enough checks and balances with the other Departments, the Board will forego the individual audits for this year.

Fire Alarm Contract: Councilor Stevens made a motion seconded by Councilor Curtin to authorize Supervisor Pollard to sign a one-year agreement with Siemans for the Fire Alarms at the New Town Hall. Supervisor Pollard will ask about a copy of the warranty and for the hourly rate. The cost for a one -year agreement is \$1,133.38.

Ayes – Pollard, Stevens, Hoey, Curtin and Hood

Carried

NEW BUSINESS

Transportation (Fuel) Agreement: Councilor Hoey made a motion seconded by Councilor Curtin to authorize Supervisor Pollard to sign the Amendment with the County of Onondaga for Fuel for the Highway and Park Vehicles. This agreement has been going on for years now. This Amendment will go through December 31, 2024.

Ayes – Pollard, Stevens, Hoey, Curtin and Hood

Carried

Double Utility Poles: The Board was presented with a Proposed Local Law from the Village of Marcellus regarding Double Utility Poles. The Village is finding that new utility poles are being put up, but the old ones are not being taken down. The failure to remove old utility poles pose safety and aesthetic concerns for the residents. Jim Gascon, Town Attorney, will draft up an introductory resolution for a Local Law for the Town. Any notice of violation would be sent out by the Codes Officer. This will be on the agenda for the February 2, 2022 meeting. No action was taken at this meeting.

COMPREHENSIVE PLAN: Supervisor Pollard asked to have a meeting with the Board and Jim Gascon, Town Attorney, at the conclusion of the Workshop Meeting to talk about the Comprehensive Plan.

TOWN HALL

Quotes for Town Hall Court Security: Councilor Stevens made a motion seconded by Councilor Hood authorizing Supervisor Pollard to sign the agreement with Connor Fence. This is for fencing to be placed in the basement of the New Town Hall for the Court Office, to keep their permanent records locked up. The two quotes are \$1,568 from Connor Fence and \$3,333.00 from Atlas Fence.

Ayes – Pollard, Stevens, Hoey, Curtin and Hood

Carried

Supervisor Pollard received an email from Jeannie Lundrigan, from Howard Hanna Realtors, stating that the buyer's bank appraiser will be at the Town Hall on Wednesday, January 19, 2022. Jim Gascon, Town Attorney, will call and get a new description of the current Town Hall building. There will have to be a reverse subdivision on what the Town will own after the sale.

Supervisor Pollard also received an Environmental Site Assessment questionnaire regarding the current Town Hall. Councilor Curtin made a motion seconded by Councilor Hood to authorize Supervisor Pollard to complete the questionnaire and sign it.

Ayes – Pollard, Stevens, Hoey, Curtin and Hood

Carried

DISCUSSION AGENDA

Supervisor Pollard explained to the two new Councilors, Councilor Hood and Councilor Curtin, that a few years ago there was a lot of water coming off the hill of Seneca Turnpike and there were a couple other issues regarding water within the Town. Joe Durand, Town Engineer, submitted grant papers to WQIP (Water Quality Improvement Project) to help with some of the projects. Supervisor Pollard got word that the Town will receive \$23,540 for the Town of Marcellus – Knolls Detention Pond Retrofit Project. The Town applied for grant money for the 2021 Marcellus Salt Storage Structure – that was denied. The Town also applied for money towards the Knolls culvert Repair and Replacement Project - this too, was denied.

A request came in regarding a three-color stop light at the intersection of Route 174/175 at Dubin Road and Lee Mulroy Road. A letter was received from the NYSDOT (New York State Department of Transportation) stating that the engineers determine a three-color signal is not warranted at this time. They have determined that some sign and overhead signal improvements can be implemented to enhance the safety at the intersection. NYSDOT will continue to monitor the location.

We received word about the Safety Training that all employees have to take yearly. The training is good for 365 days, so that come July the employees will have to sign up to take for 2022.

Mike Ossit, Deputy Highway Superintendent, stated that a sewer pipe in the Park is frozen. They along with Park employees and the Village Highway Department are working on it.

ADJOURNMENT: Councilor Stevens made a motion seconded by Councilor Curtin to adjourn the Marcellus Town Board Meeting at 7:35 pm.
Ayes – Pollard, Stevens, Hoey, Curtin and Hood

Carried

Respectfully Submitted,

Sandy Taylor
Town Clerk