

**MARCELLUS TOWN BOARD
WORKSHOP MEETING
Wednesday, February 15, 2023**

A Workshop Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, February 15, 2023, in the Town Hall, 22 East Main Street, Marcellus, New York.

Present: Karen R. Pollard	Supervisor
Jamie Curtin	Councilor
Gabe Hood	Councilor
Laurie Stevens	Councilor

Absent: Terry Hoey	Councilor
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Also Present: Don MacLachlan, Highway Superintendent; Mike Ossit, Deputy Highway Superintendent; Rich Andino, Attorney in for Jim Gascon; Phil Coccia, Recreation Director; John Houser, Codes Officer; Jim Rossiter, Jeff Berwald, Gary and Linda Wilcox, Michelle Lester, Bill Southern, Cassie Schwalm, from Rachel May’s Office; Rosemary Tozzi, 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 #2 as of February 14, 2023. Claim #'s 154731-154763.

	<u>Expenses</u>
General Fund	\$5,593.91
TownWide Highway	6,347.82
Fire District	85,226.25
Ambulance Fund	75,000.00
Water District	30,617.28
Total	\$202,785.26

Councilor Stevens made a motion seconded by Councilor Curtin to hold the Fire Department’s check # 037156 for \$84,741.25. The check is being held until the Town receives the Financial Statements that are due per the contract.

Ayes – Pollard, Curtin, Hood and Stevens Carried

Councilor Hood made a motion seconded by Councilor Curtin to approve the remainder of the Audited Vouchers as of February 14, 2023.

Ayes – Pollard, Curtin, Hood and Stevens Carried

OLD BUSINESS

Handicapped Doors: After much discussion about the Handicapped Accessible Doors, Councilor Hood made a motion seconded by Councilor Curtin to go ahead with the Handicapped Accessible Doors. Supervisor Pollard will pursue the installation of said doors.

Ayes – Pollard, Curtin, Hood and Stevens

Carried

NEW BUSINESS

Audit of Books: Supervisor Pollard explained that the following Departments need to have an Internal Audit of their books, Court Clerk, Town Clerk and Parks and Recreation. The Court Clerks audit and resolution of the Board has to be sent to the Internal Audit Services Unit for Courts. Each Board member offered to Audit one of the following Departments. The Town Clerk then handed each Board Member a form to be filled out for the audit. The Board Members will meet with the appropriate Department Head and set up a time to audit their books.

Audit of Court Clerks Books: Councilor Jamie Curtin

Audit of Town Clerks Books: Councilor Laurie Stevens

Audit of Parks & Recreation: Councilor Gabe Hood

Donor Family Request: Michelle Lester, of Donor Family Network, presented to the Board a request for a “Donate Life Motorcycle Ride”. This would entail renting a pavilion at the Park, putting up a few small tents for registration, raffles and a “Donate Life” table in case people would like to sign up to donate organs. They would have a small band or boom box playing in the Pavilion before the riders leave. There is a registration fee to ride and a reduced fee for a passenger. There would be Food Trucks and would also ask the Friends of the Park if they would like to serve refreshments. Phil Coccia, Recreation Director, suggested that she keep in touch with Jim Rossiter, Park Crew Leader, about this. Supervisor Pollard made a motion seconded by Councilor Curtin that Michelle Lester can continue to plan the “Donate For Life” motorcycle ride in September.

Ayes – Pollard, Curtin, Hood and Stevens

Carried

Stormwater Update: John Houser, Codes Officer, gave a brief update on future regulations of Stormwater. One modification will involve the Highway Department and Don MacLachlan, Highway Superintendent, stated that they spoke of this at one of the meetings he attended. John also spoke about the Stormwater Management Plan which will need to be updated. The Highway Department will be required to have a Stormwater Pollution Prevention Plan in place for its activities and maintenance.

Shred Day (added item): Supervisor Pollard made a motion seconded by Councilor Stevens to approve the shred day as Saturday, May 6, 2023. The cost will be \$675 (this will be split with the Village). There is no cost to the residents.

Ayes- Pollard, Curtin, Hood and Stevens

Carried

There were no other comments from the Board or the residents.

Adjournment: Councilor Hood made a motion seconded by Councilor Stevens to adjourn the Town Board Meeting at 7:00 pm.

Ayes – Pollard, Curtin, Hood and Stevens

Carried

Respectfully Submitted,

Sandy Taylor
Town Clerk