

Marcellus Town Board  
 Regular Meeting  
 Wednesday, November 1, 2023  
 6:30 PM

A Meeting of the Town Of Marcellus, County of Onondaga, State of New York was held on Wednesday, November 1, 2023, in the Town Hall, 22 East Main Street, Marcellus, New York.

Present: Karen R. Pollard	Supervisor
Terry Hoey	Councilor
Gabe Hood	Councilor
Laurie Stevens	Councilor

Absent: Jamie Curtin	Councilor
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Also Present: Don MacLachlan, Highway Superintendent; Mike Ossit, Deputy Highway Superintendent; Phil Coccia, Recreation Director; Jim Gascon, Town Attorney; Gary and Linda Wilcox, Mark Delasin from the Marcellus Fire Department; Bill Southern, Teigan Iles, Jim Rossiter, Benjamin Roone, Tom Lathrop, David Card, Jeff Berwald, Melinda Myers, Rosemary Tozzi, Deputy Town Clerk and Sandy Taylor, Town Clerk.

**Public Hearing – 2024 Budget:** Supervisor Pollard opened the Public Hearing for the 2024 Budget at 6:32 pm. Bill Southern, Sheehan Road, asked why the Town Board didn't apply some of the money in the Bank to bring taxes down. The Board explained that they had this discussion at the Budget Meetings. Supervisor Hoey stated that they understand Mr. Southern's concern, and it is a balancing act, as they consider how current budgets will affect future Budgets. The Public Hearing on the 2024 Budget closed at 6:38 pm.

**Waive the Reading and Accept the Minutes as Presented:** Councilor Stevens made a motion seconded by Councilor Hood to waive the reading and accept the minutes as presented from the October 4, 2023 Town Board Meeting and the October 18, 2023 Workshop Meeting.  
 Ayes – Pollard, Hoey, Hood and Stevens Carried

**Monthly Activity:** The Abstract of Audited Vouchers as of October 30, 2023, was given to the Board Members. Abstract # 11. Claim numbers 155800-155833, 155843-155846.

	<u>Expenses</u>
General Fund	\$ 9,130.02
Part Town General Fund	79.85
Town Wide Highway	120,958.21
Fire District	<u>84,741.25</u>
 Total	 \$214,909.33

Board Members were given the Activities Report as of October 27, 2023

	<u>Revenue</u>	<u>Expenses</u>
General Fund	(1,567,88.87)	1,272,525.60
Part Town General Fund	( 213,849.42)	147,540.65

Town Wide Highway	( 605,471.02)	264,781.93
Part Town Highway	( 457,665.94)	392,473.49
Capital Projects	( 7,928.00)	7,928.00
Fire District	( 405,081.12)	279,858.75
Hydrant Fund	( 3,001.63)	3,209.19
Ambulance Fund	( 306,488.06)	306,465.00
Sewer District	( 194,550.20)	194,544.00
Water District	( 180,388.09)	182,869.00

**Bank Balances:**

The total of all the Bank Balances for August 2023: \$4,228,647.59

Councilor Hood made a motion seconded by Councilor Hoey to approve the Abstract of Audited Vouchers as of October 30, 2023, The Activities Report as of October 27, 2023, and the Bank Balances for August 2023.

Ayes – Pollard, Hoey, Hood and Stevens Carried

**OLD BUSINESS**

**Pavilion Fees:** Councilor Hood made a motion seconded by Councilor Stevens to approve a Pavilion Rate increase. The rates have not been raised in several years. The rate increase will take effect on January 1, 2024.

Ayes – Pollard, Hoey, Hood and Stevens Carried

All Pavilions that are currently \$55 raise to \$75 – Monday – Thursday  
 Playground Pavilion currently \$25 raise to \$75 – Monday – Thursday  
 Welcome Center to stay at \$80 – Monday – Thursday.

The following pavilion rates are for Friday – Sundays and Holidays.

- Playground- currently \$50 – raise to \$85
- Stone Mill - currently \$125 raise to \$135
- Annex and Grove – currently \$135 raise to \$145
- Welcome Center – currently \$145 raise to \$150
- Creek Hollow – currently \$155 raise to \$165

Tables moved by staff increase:

- 6 – 15 Tables – from \$25 to \$30
- 15 – 25 tables – from \$50 to \$55

**Surcharge for Corporations and large Groups for Pavilions:** Councilor Hoey made a motion seconded by Councilor Hood to approve the following surcharge for Pavilion rentals for Corporations that host a Company Picnic or BBQ. This could also include large weddings, church groups now or in the future. Surcharge is for groups over 49 people. This is on top of the fee for the pavilion rental.

Ayes - Pollard, Hoey, Hood and Stevens Carried

- 50 – 100 people incurs a \$100 surcharge/fee
- 101 – 150 people incurs a \$150 surcharge/fee
- 151-200 people incurs a \$200 surcharge/fee

This charge would include: up to 10 extra tables moved by park staff  
Extra trash cans with liners and blue recycle bins  
Setup of volleyball net and horseshoes if requested.

**Disc Golf Presentation:** After much discussion regarding the Disc Golf in the Park, it was decided that at this time it would not be a good fit for the park. Phil Coccia, Recreation Director, will contact Brian Killmore and let him know.

**NEW BUSINESS**

**Adjustments - 2024 Budget:** Lori Petrocci, Budget Officer, made some adjustments for the 2024 Budget. These adjustments were related to the insurance rates. Councilor Stevens made a motion seconded by Councilor Hood to approve the following Budget Adjustments for the 2024 Budget.

Ayes – Pollard, Hoey, Hood and Stevens Carried

Worker’s Comp (A.9040.8000) from \$4,576 to \$6,544 to include the \$1,992 annual NYS Assessment Fee.

Health Insurance (A.9060.8000) – from \$143,580 to \$127,833 due to the decrease in the Projected rate.

Retiree Health Insurance (A.9060.8001) – from \$19,970 to \$18,352 due to a decrease in Projected rate.

Workers Comp (B.9035.8000) – from \$1,636 to \$6,544 to correct amount from the quarterly Payments to yearly.

Unemployment Insurance (B.9050.8000) from \$1,636 to -0- Amount was placed on incorrect Line.

Health Insurance (B.9060.8000) – from \$41,115 to \$30,901 due to an employee dropping the Insurance effective 1/1/24, along with a decrease in the projected rate.

Health Insurance (DA.9060.8000)- from \$47,993 to \$35,733 due to a decrease in the projected Rate alone with the elimination on one new employee.

Health Insurance (DB.9060.8000) – from \$47,993 to \$35,733 due to a decrease in the projected Rate along with the elimination on one new employee.

**Adopt 2024 Budget:** Councilor Hoey made a motion seconded by Councilor Hood to adopt the 2024 Budget with the adjustments that were made.

Ayes – Pollard, Hoey, Hood and Stevens Carried

**Fire Department Kitchen Renovation Plumbing & Concrete Bids:** Dave Card, from the Fire Department, presented to the Board three quotes from Plumbing Contractors regarding the grease trap at the Fire Department. The following are the quotes:

T & S Mechanicals	\$23,609.60
Bauer Brothers	\$19,680.00
Bellucci Enterprises Inc.	\$49,500.00

Councilor Stevens made a motion seconded by Councilor Hoey authorizing Supervisor Pollard to sign the contract with Bauer Brothers for the plumbing at the Fire Department at a cost of \$19,680.00  
Ayes – Pollard, Hoey, Hood and Stevens Carried

Dave Card also presented to the Board one quote from JDT Construction in the amount of \$1,500. This is to cut and remove the concrete floor with volunteer staff from the Fire Department. Mr. Card is working on getting more quotes and asked if anyone knew of companies that did this type of work.

**Fund Transfer – Park/Cemetery:** Councilor Hood made a motion seconded by Councilor Stevens to approve a fund transfer in the amount of \$2,500. This amount is going to be from the Cemetery Reserve Fund (A.882) to the Cemetery Contractual (A.8810.4000) for Mend-All Masonry for cemetery repairs.  
Ayes – Pollard, Hoey, Hood and Stevens Carried

**Clean Floor Drains (added item):** Don MacLachlan, Highway Superintendent and Mike Ossit, Deputy Highway Superintendent, asked permission from the Board to have the floor drains cleaned over at the Highway Department. Councilor Stevens made a motion seconded by Councilor Hood to approve the cleaning of the drains at the Highway Department at a cost of \$2,500 - \$3,000 from Safety Clean.  
Ayes – Pollard, Hoey, Hood and Stevens Carried

**Highway Truck (added item):** Don MacLachlan and Mike Ossit also asked if they could present a Permissive Referendum for a new truck at the next meeting. No action was taken, just informational.

#### **DISCUSSION AGENDA**

Mark Delasin, President of the Marcellus Fire Department, stated that he has all the financial reports and the LOSAP report to hand in. Also, at the Fire Department, they are looking into having FOBS instead of keys for the doors. The FOBS will be on the agenda for the next meeting, so the Board has an opportunity to look over all the information.

Phil Coccia, Recreation Director, stated that he received a letter from Mr. and Mrs. Stillwell regarding the “cars and coffee” at the park in 2024. They have decided to go near the Creek Hollow Pavilion.

**Adjournment:** Councilor Hood made a motion seconded by Councilor Hoey to adjourn the Town Board Meeting at 7:30 pm.  
Ayes – Pollard, Hoey, Hood and Stevens Carried

Respectfully Submitted,

Sandy Taylor  
Town Clerk