

Town of Marcellus
Board Meeting
Wednesday, December 6, 2023
6:30 PM

Call to Order

Salute to Flag

- I. Waive the Reading and Accept the Minutes
- II. Approve Monthly Financials

III. **Old Business**

IV. **New Business**

- A. Central New York Land Trust request- Walk for Nature

V. **Reports From Department Heads**

- A. Codes
- B. Highway
- C. Parks/Rec
- D. Town Clerk - Monthly Report

VI. **Discussion Agenda**

VII. **Adjournment**

Future Meeting Dates

Workshop and End of Year Meeting- December 27, 2023- 6:30 pm- Town Hall
2024 Organizational Meeting- Tuesday, January 2, 2024- 4:30 pm- Town Hall

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
----------------------	-----------

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 along 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

Marcellus Town Board
 Workshop Meeting
 Wednesday, November 15, 2023
 6:30 PM

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

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

Also Present: Don MacLachlan, Highway Superintendent; Mike Ossit, Deputy Highway Superintendent; Gary & Linda Wilcox, Dave Card, Jim Rossiter, Phil Coccia, Recreation Director; John Houser, Codes Officer; Bill Southern, Jim Gascon, Town Attorney; Mark Delasin, Fire Department; Percy Clarke, Tom Lathrop, 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 #11 as of November 14, 2023. Claim #'s 155847-155856, 155858-155876, 155886-155892, 155894-155895.

	<u>Expense</u>
General Fund	\$32,046.08
Part Town General	100.00
Town Wide Highway	4,469.74
Fire District	17,321.00
Total	\$53,936.82

Councilor Hood made a motion seconded by Councilor Hoey to approve the Abstract of Audited Vouchers as of November 14, 2023.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens Carried

OLD BUSINESS – None

NEW BUSINESS

Fire Department Key Fob: Mark Delasin, President of the Marcellus Fire Department, presented to the Board quotes to have key fobs installed. The ones they have now are operating on its memory.

The quotes are as follows:

Eastern	\$18,795.00
Gladd	\$12,952.00
Alarm Services	\$11,740.00
Syracuse Time & Alarm Co., Inc.	\$14,816.44

Councilor Stevens made a motion seconded by Councilor Curtin to approve the Fire Department going with Alarm Services at a price of \$11,740.00 to fix the door fobs at the Fire Department.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens

Carried

Highway Department – Permissive Referendum: Don MacLachlan, Highway Superintendent, and Mike Ossit, Deputy Highway Superintendent, presented to the Board the following resolution to purchase a new truck. The following amendments were made to the resolution: Councilor Hoey’s name was misspelled and the paper is called the “Press Observer” not “Marcellus Observer”.

**TOWN BOARD RESOLUTION
TOWN OF MARCELLUS**

SUBJECT TO PERMISSIVE REFERENDUM

At a regular Meeting of the Town Board of the Town of Marcellus, held at the Town Hall, 22 East Main Street, in said town, County of Onondaga and State of New York on November 15, 2023, at 6:30 P.M., there were:

Karen Pollard	Supervisor
Laurie Stevens	Councilor
Terry Hoey	Councilor
Gabe Hood	Councilor
Jamie Curtin	Councilor

WHEREAS, the Town of Marcellus Highway Department Supervisor has advised the Town Board of the Town of Marcellus of the Department’s continuing need to repair, replace and update its fleet of equipment; and

WHEREAS, the Town of Marcellus Highway Department desires to acquire a new plow; and

WHEREAS, available through Tracy Road Equipment, Inc., is a 2024 Western Star 47X Chassis with Tenco budget Plow and Body Package at a contract price not to exceed Two Hundred Seventy-Five Thousand Dollars and 00/100 Cents (\$275,000.00);

WHEREAS, this is a State and/or County approved price by way of the Bidding Process; and

WHEREAS, pursuant to Section 6-C of the General Municipal Law, the Town Board of the Town of Marcellus has created, by means of a resolution, an equipment reserve fund known as the “Highway Reserve Fund” for purposes of funding the purchase of equipment in the Town of Marcellus; and

WHEREAS, such fund has been maintained in accordance with Section 10 of the General Municipal Law; and

WHEREAS, the Town Board of the Town of Marcellus is desirous of expending monies from the Highway Equipment Reserve Fund of the Town of Marcellus and for the purchase of the aforementioned 2024 Western Star 47X SF Chassis with Tenco Budget Plow and Body Package for use by the Town of Marcellus Highway Department in the physical betterment and improvement of the Town; and

WHEREAS, said truck shall be purchased from Tracey Road Equipment, Inc., at a purchase price of Two Hundred Seventy-Five Thousand Dollars and 00/100 Cents (\$275,000.00) using monies from the Highway Equipment Reserve Fund.

NOW THEREFORE, BE IT RESOLVED, the Town of Marcellus Town Supervisor is hereby authorized to enter into an agreement to acquire a 2024 Western Star Chassis with Tenco Budget Plow and Body Package, at a price not to exceed Two Hundred Seventy-Five Thousand Dollars and 00/100 Cents (\$275,000.00), from Tracey Road Equipment, Inc.; and

BE IT FURTHER RESOLVED, that the sum of Two Hundred Seventy-Five Thousand Dollars and 00/100 Cents (\$275,000.00), from the Highway Equipment Reserve Fund, be designated for expenditure infurtherance of the acquisition of a 2024 Western Star 47X S Chassis with Tenco Budget Plow and Body Package; and

BE IT FURTHER RESOLVED that this resolution is subject to permissive referendum as provided in Article 7 of the Town Law; and

BE IT FURTHER RESOLVED, that pursuant to Section 90 of the Town Law, that within ten (10) days from the date of this resolution the Town Clerk shall post and publish a notice which shall set forth the date of the adoption of the resolution, shall contain an abstract of said resolution concisely setting forth the purpose and effect thereof, shall specify that this resolution was adopted subject o a permissive referendum, and shall publish such notice in the "Press Observer," a newspaper published in Onondaga County having general circulation in the Town of Marcellus, and in addition thereto that the Town Clerk shall post or cause to be posted on the sign board of the Town of Marcellus, a copy of such notice within ten (10) days after the date of adoption of this resolution.

Said resolution was offered by Councilor Stevens and seconded by Councilor Hoey.

VOTE: Karen Pollard	Aye
Laurie Stevens	Aye
Terry Hoey	Aye
Gabe Hood	Aye
Jamie Curtin	Aye

Resolution duly adopted.
DATED: November 15, 2023

OCRRA: Councilor Hoey made a motion seconded by Councilor Curtin authorizing Supervisor Pollard to sign the OCRRA (Onondaga County Resource Recycling Agency) agreement. Jim Gascon, Town Attorney, stated that this is a standard agreement that Haulers are required to sign. Due to continued rising costs, the OCRRA Board approved an increase of \$5 per ton for the MSW and C & D rates for 2024 and an increase of \$6 per ton for the curbside recycling materials delivered to Material Recovery Facility. The reason that the Town of Marcellus is requested to sign, is because sometimes the Highway Department will haul trash/tires up to the facility.

Ayes – Pollard, Curtin, Hoey, Hood and Stevens Carried

Town Clerks Association Information: Supervisor Pollard mentioned that the New York State Town Clerk's Association sent out a reminder from the Association of Towns regarding the Newly Elected Town

Officials School. Any newly elected official can go. There is one session in Rochester – January 10 – 12, 2024 and one in Albany – January 17 – 19, 2024. If anyone is interested, Sandy Taylor, Town Clerk, has more information on it.

Also, there is a reminder about the Annual Meeting held in New York City – February 18 – 21, 2024.

Organizational Meeting (added item): Supervisor Pollard suggested that the Board set up when they would like to have the 2024 Organizational Meeting. Councilor Stevens made a motion seconded by Councilor Hood to schedule the Organizational Meeting for Tuesday, January 2, 2024 at 4:30 pm.
Ayes – Pollard, Curtin, Hoey, Hood and Stevens Carried

DISCUSSION AGENDA

Supervisor Pollard mentioned the Bridge Dedication to the former Mayor, John Curtin. The Bridge is by the school and is called “Curtin’s Crossing”.

Supervisor Pollard also praised all the First Responders that helped a young man from a burning car on the corner of Lee Mulroy and Bishop Hill.

Councilor Curtin asked if they could have a meeting with the attorney at the end of the Board Meeting.

Fire Department: There were pictures shown regarding the work at the Fire Department and the progress that has been made. Dave Card handed Supervisor Pollard the “Scope of Work” and also the bids for the Sprinkler System.

John Houser: Mr. Houser explained that he is just about all set for what he needs for the condemnation of Pleasant Valley Road. He asked if it would be better to have a resolution at the December 6 or the December 27, 2023, meeting. Mr. Gascon and Mr. Houser will work up everything and let us know what meeting will be better.

ADJOURNMENT: Councilor Curtin made a motion seconded by Councilor Stevens to adjourn the Town Workshop Meeting at 7:05 pm.
Ayes – Pollard, Curtin, Hoey, Hood and Stevens Carried

Respectfully submitted,

Sandy Taylor
Town Clerk



Monday, November 27, 2023

Marcellus Town Board
22 East Main Street
Marcellus, NY 13108

BOARD OF DIRECTORS

BOARD CHAIR

Andrew Ramsgard

VICE CHAIR

Stephen Schwab

TREASURER

Loren Wahl

SECRETARY

Eleanor Krause

Robert DeWitt

Holly Granat

James Molloy

Jane Rice

Margaret Ries

Steven Kulick

Richard Smardon

EXECUTIVE DIRECTOR

Simon Solomon

OUR MISSION:

The Central New York Land Trust seeks to preserve and protect natural areas in order to provide our communities clean water, clean air, wildlife habitat, and a chance to connect with the land.

Dear Marcellus Town Board,

The Central New York Land Trust, Inc. formally requests use of the Marcellus Town Park located at 2443 Platt Road in Marcellus from 9:00 a.m. – 4:00 p.m. on Saturday, April 20, 2024. The use of the park will be for our annual CNY Land Trust "Walk for Nature" *Walk-a-thon!*

The Central New York Land Trust began conserving land in 1972 when we organized our first walk, which raised funds to purchase what is now Baltimore Woods. Students and families will be asked to participate either by registering online or by obtaining pledges from friends and family members. All proceeds will go back to support the continued efforts of the CNY Land Trust.

During this day event, we expect to host between 150-300 students and families from around Central New York during the tentative *walk* timeframe of 12:00 p.m. – 4:00 p.m. The use of restrooms, electricity and pavilion (J) will need to be reserved along with a request to open the concession stand if feasible. The participant walking path will consist of almost every possible trail which will encompass an estimated 1.6-mile route; participants will be encouraged to walk the path twice to equal 3.2 miles.

There seems to be adequate parking to accommodate the number of participants we intend to host since nearly half the participants in 2023 traveled by school bus to Green Lakes State Park. The Marcellus MAVES Squad will be notified of the event in advance and an Onondaga Sheriff's Deputy will be commissioned and stationed at the event from 12:00 p.m. – 4:00 p.m. as well.

Thank you so much for the consideration! Any questions? Please don't hesitate to ask.

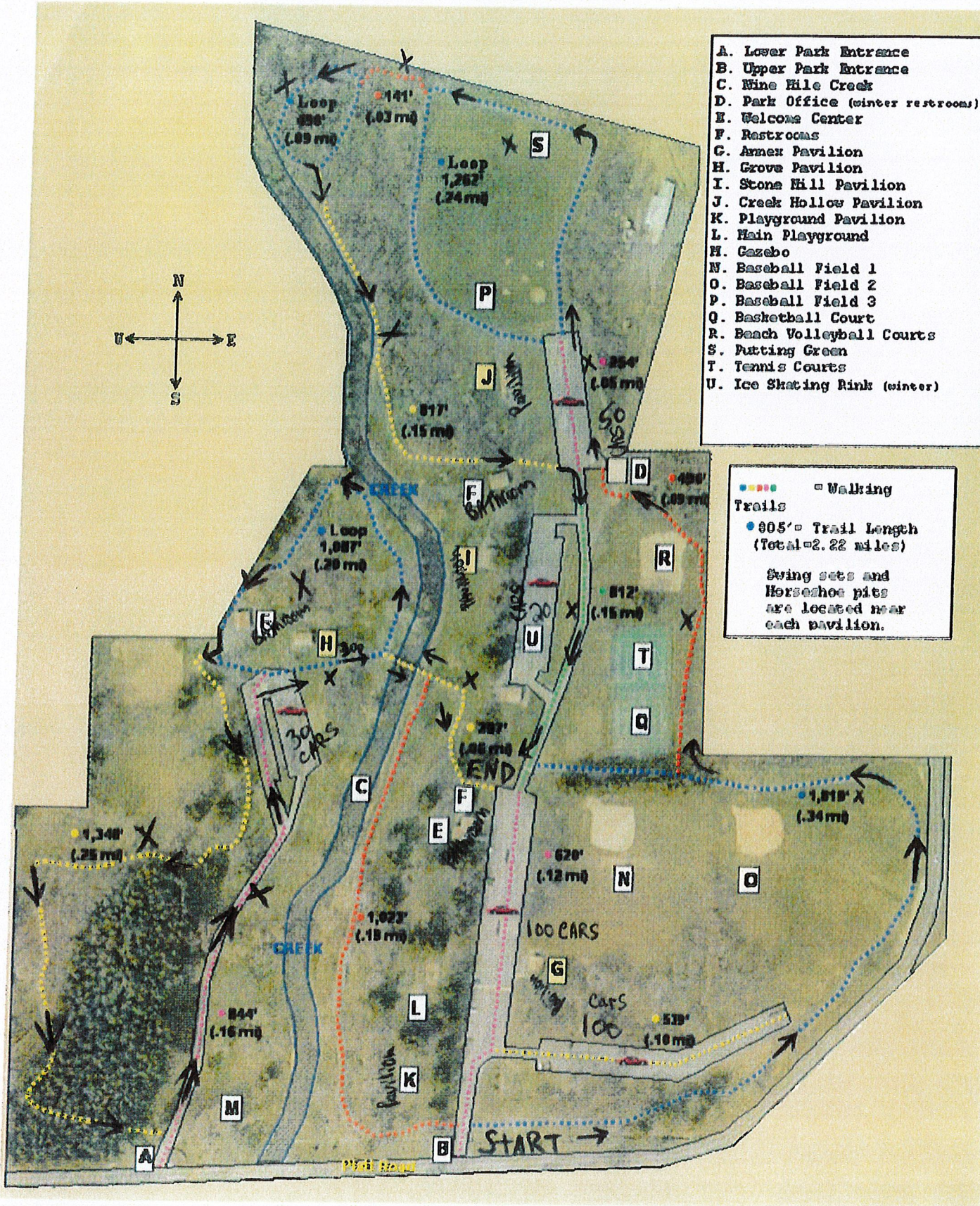
Sincerely,



Executive Director

Simon M. Solomon





1,087 (-300) 1,348 844 300 = distance 2,527 Feet Or 1.6 Miles

(http://marcellusny.com/wp-content/uploads/park_map.jpg)

300 CAR PARKING SPOTS

1,819 (-300)	1,262 (-600)	817
496	141	812
254	490 (-240)	297

Town of Marcellus
22 East Main Street, Marcellus NY 13108

jhouser@marcellusny.com

12/6/2023

Town Board meeting

Codes report:

2595 Pleasant Valley Road demolition:

Chapter 90-8: Marcellus Code proceedings submitted to Jim.

Inspection report; report; notice. Codes report including letter of condemnation from TDK Engineering (I have)

Town attorney serves a notice to owner and is to be filed with the County clerk.

Hearing (Town Board appoints a hearing officer),

Advise attorney review of RFP prior to sending

Town awards a contract.

If the property is purchased prior to awarding a contract the new owner inherits the violation and obligation to remove the violation (time frame) or enforcement actions begin.

2539 West Seneca Turnpike:

History of Litter and scrap violations including health, and safety offences.

Letter of disposition to Marcellus court and defendants: All violations removed, the time and resources spent by codes will equate to monetary penalties of repeat offences. The offending tenant has recently left the residency.

General: actions required are slowing, addressing expired permits, catching up, and organizing for next year with Deb and Joanna.



Account#	Account Description	Fee Description	Qty	Local Share
A2544	Dog Licensing		1	0.00
		Female, Spayed	24	130.00
		Male, Neutered	21	115.00
			Sub-Total:	\$245.00
A2545	Misc. Fees	Certified Copies - Marriage	2	20.00
		Photo Copies	1	12.50
	Passport	Passport	3	105.00
			Sub-Total:	\$137.50
A2590	Conservation	Conservation	14	85.07
	Marr. Lic	Marriage Licensing Fees	2	25.00
			Sub-Total:	\$110.07
B2110	Building	Building	5	475.00
	Plan & Zone	Zoning Fees	1	230.00
			Sub-Total:	\$705.00

Total Local Shares Remitted: \$1,197.57

Amount paid to: NYS Ag. & Markets for spay/neuter program 49.00
 Amount paid to: NYS Environmental Conservation 1,458.93
 Amount paid to: State Health Dept. for Marriage Licenses 45.00

Total State, County & Local Revenues: \$2,750.50

Total Non-Local Revenues: \$1,552.93

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Sandra Taylor, Town Clerk, Town of Marcellus during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

_____	_____	_____	_____
Supervisor	Date	Town Clerk	Date