

Marcellus Town Board
Regular Meeting
Wednesday, May 7, 2025
6:30 PM

A Regular Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, May 7, 2025, in the Town Hall, 22 East Main Street, Marcellus, New York.

Present:	Laurie Stevens	Supervisor
	Jeff Berwald	Councilor
	Terry Hoey	Councilor
	Gabe Hood	Councilor
Absent:	Percy Clarke	Councilor

Also Present: Jim Gascon, Town Attorney; Mike Ossit, Highway Superintendent; Don MacLachlan, Recreation Director; Gary and Linda Wilcox, Tom Lathrop, Bill Southern, Jimmy Cox, Tim Lattimore, Sophia Bianchi, Mitchell Donegan, Max Camp, Jeri Byrne, Amanda Barbaro, Ragen Robinson, Grace Vitale, Damyn LeClair, Ethan Hubbard, Caitlyn Sammon, Dave Card, Fire Department; John Pawlewicz, Suzanne Tobin, Deputy Town Clerk; Rosemary Tozzi, Town Clerk

Waive the Reading and Accept the Minutes: Councilor Hoey made a motion seconded by Councilor Berwald to waive the reading and accept the minutes as presented by the Town Clerk. The minutes were from April 2, 2025, Town Board Meeting and April 23, 2025, Workshop Meeting.
Ayes – Berwald, Hoey, Hood and Stevens Carried

Monthly Activity: The abstract of Audited Vouchers for May 7, 2025, given to the Board Members as submitted by the Town Clerk. Abstract #5 as of May 2, 2025. Claim #s 158027-158065.

	<u>Expenses</u>
General Fund	\$14,651.13
Townwide Highway	3,386.79
Total	\$18,037.92

The abstract of Audited Vouchers for May 8, 2025, given to the Board Members as submitted by the Town Clerk. Abstract #5 as of May 7, 2025. Claim #s 158066-158077

	<u>Expenses</u>
General Fund	\$6,893.91
Part Town General Fund	175.50
Townwide Highway	5.36
Total	\$7,074.77

Board Members were given the Activities Report as of May 2, 2025. Fiscal year 2025 Period 4.

	<u>Revenue</u>	<u>Expense</u>
General Fund	(1,811,806.19)	456,213.45
Part Town General	(208,530.64)	58,106.42
Townwide Highway	(570,033.19)	260,519.83
Part Town Highway	(165.36)	13,623.77
Fire District	(438,482.59)	203,116.50
Hydrant Fund	(3,312.01)	1,825.69
Ambulance Fund	(311,763.67)	155,878.00
Sewer District	(104,033.47)	102,066.00
Water District	(164,841.17)	86,028.27

Bank Balances:

The total of all Bank Balances for March 2025 are \$6,003,822.59

Councilor Hoey made a motion seconded by Councilor Hood to approve the Abstract of Audited Voucher Reports for May 7, 2025, May 8, 2025, and the Activities Report as of May 2, 2025, and the Bank Balances of March 2025.

Ayes – Berwald, Hoey, Hood and Stevens

Carried

Old Business:

Tim's Pumpkin Patch PUD: This topic has been tabled. The Town Board is still in the discussion phase.

Future IT Service: Peter Knowles, IT personnel, will assist the Town during the interview process for a new IT service.

New Business:

Introductory Resolution - LL NO. A-2025 (Accessory Buildings) A Local Law to amend chapter 235 of the Code of the Town of Marcellus regarding accessory buildings. The full version of Local Law NO. A-2025 is available at Marcellus Town Hall in the Town Clerk's office or on the Town's website. After a brief introduction by attorney Jim Gascon and responding to comments from Board members, the formal process of introducing Local Law A-2025 began. Attorney Gascon read aloud the entire Short Environmental Assessment Form and the "Town Board Resolution Introducing Local Law A-2025".

**TOWN OF MARCELLUS
TOWN BOARD RESOLUTION
May 7, 2025
TOWN OF MARCELLUS LOCAL LAW NO. A OF 2025**

("A Local Law to Amend Chapter 235 of the Code of the Town of Marcellus Regarding Accessory Buildings")

Councilor Hood introduced proposed Local Law No. A-2025, titled “A Local Law to Amend Chapter 235 of the Code of the Town of Marcellus Regarding Accessory Buildings,” and made the following motion, which was seconded by Councilor Berwald:

WHEREAS, proposed Local Law A-2025 has been introduced and will be considered for enactment pursuant to the provisions of the Municipal Home Rule Law and Town Law; and

WHEREAS, Volume 6 N.Y.C.R.R., Section 617 of the Regulations relating to Article 8 of the New York State Environmental Conservation Law, requires that as early as possible an involved agency shall make a determination whether a given action is subject to the aforementioned law; and

WHEREAS, no other agency has the legal authority or jurisdiction to approve or directly undertake the enactment of a local law in the Town of Marcellus, such that there are no other involved agencies within the meaning of the New York State Environmental Quality Review Act (SEQR) with respect to the proposed enactment of said Local Law.

NOW, THEREFORE, BE IT

RESOLVED AND DETERMINED that there are no other involved agencies, the Town Board shall act as lead agency, and that the enactment of this Local Law is an Unlisted action and will have no significant effect on the environment and this resolution constitutes a Negative Declaration for purposes of SEQRA, thus concluding environmental review under SEQR; and be it further

RESOLVED AND DETERMINED, that the Town Board shall conduct a public hearing as to the enactment of proposed Local Law No. A-2025 at the Town Hall located at 22 East Main Street, in the Town of Marcellus on June 4, 2025, at 6:30 p.m., or as soon thereafter as the matter can be heard, at which time all persons interested in the subject shall be heard; and it is further

RESOLVED AND DETERMINED, that notice of said public hearing shall be provided at least five (5) days prior to the date of said public hearing in a newspaper of general circulation within the Town of Marcellus.

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Laurie Stevens	Town Supervisor	Voted	Yes
Jeff Berwald	Councilor	Voted	Yes
Gabe Hood	Councilor	Voted	Yes
Terry Hoey	Councilor	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

DATED: May 7, 2025

Mulch Town Hall: Mike Ossit, Highway Superintendent and Highway Department will be mulching Town Hall.

Onondaga County Fuel Agreement: The Town will pay the County for each gallon of fuel purchased, the average cost per gallon each month that the County pays for said fuel plus \$.03 per gallon for each gallon purchased by the Town as compensation for the County's overhead expense. There were no changes from the previous contract and the current contract will expire on December 31, 2029.

Councilor Berwald made a motion seconded by Councilor Hood to approve Supervisor Stevens to electronically sign the fuel agreement with the County.

Ayes – Berwald, Hoey, Hood and Stevens

Carried

Striping Town Hall Parking Lot: DND Striping Services, Inc will be restriping Town Hall parking lot. The total cost will be \$925.00.

Councilor Hoey made a motion seconded by Councilor Berwald to approve DND Striping Service, Inc to restripe Town Hall parking lot.

Ayes – Berwald, Hoey, Hood and Stevens

Carried

Auction Highway Truck #5: Mike Ossit, Highway Superintendent, would like approval from the Town Board to auction a Highway Department truck through Auctions International.

Councilor Berwald made a motion seconded by Councilor Hoey to approve the Highway Department to auction truck #5.

Ayes – Berwald, Hoey, Hood and Stevens

Carried

Recreation- Adult Day Trip: The Recreation Department is planning an adult day trip to Letchworth State Park. The trip is scheduled for October 1, 2025, with Lasting Impression Tours. Price is based on the number of paid passengers.

Councilor Hood made a motion seconded by Councilor Hoey to approve Supervisor Stevens to sign the contract with Lasting Impression Tours for the Letchworth State Park day trip.

Ayes – Berwald, Hoey, Hood and Stevens

Carried

Letter of Support- Village of Marcellus: The Village of Marcellus is applying for grant through the 2025 Coastal Rehabilitation and Resilience Projects program to implement stormwater drainage infrastructure on Flower Lane. Chad Clark, Village of Marcellus Mayor is asking the Town to sign a letter of support to help with the grant process.

Councilor Hoey made a motion seconded Councilor Berwald to approve Supervisor Stevens to sign the letter of support for the Village of Marcellus.

Ayes – Berwald, Hoey, Hood and Stevens

Carried

Fire Department Financials: The Marcellus Fire Department turned in their financial statements through April 30, 2025. A copy is available at the Town Clerk's Office upon request.

Reports From Department Heads:

Codes: John Houser thanked Scott Stearns, Zoning Chairman and Joanna Clarke, Planning and Zoning Administrator for their hard work regarding modifying the accessory building law. Jeremy Perry only needs one more exam to receive his CEO certification.

Highway: Mike Ossit, Highway Superintendent reported spring trash days went well. The 5th grade class at Marcellus Middle School will be coming to Town Hall to help with cleaning up the landscape.

Parks/Rec: Don MacLachlan, Recreation Director; reported the Recreation attendant Michele has been working on employment paperwork for returning and new employees. The 2025 Summer Recreation programs are now open for registration. She is also working on finalizing an adult day trip to Batavia Downs with Lasing Impression Tours.

Town Clerk: Rosemary Tozzi, Town Clerk; Presented the monthly report for March 2025

Dog Licensing \$645.00

Dog Impoundment Fee: \$92.00

Certified Copies-Marriage \$30.00

Return Check Fee: \$20.00

Passport \$210.00

Conservation \$20.19

Freon Removal Permit: \$360.00

Marriage Licensing Fees: \$70.00

Trash Permit-Passenger One Trip: \$255.00

Mattress: \$400.00

Trash Permit-Trailer: \$1,800.00

Tire: \$392.00

Trash Permit- Passenger Six Trip: \$1,750.00

Trash Permit- Truck: \$3,360.00

Building \$379.00

Site Plan: \$100.00

Discussion Agenda:

Fire Department: Dave Card reported the pancake breakfast at the Marcellus Fire Department was successful. Dave gave the Town Clerk a copy of the Fire Department audit in draft form, the final copy will be completed soon.

Supervisor Stevens thanked the Fire Department and the members for all their hard work serving our community and assisting with surrounding Towns when needed.

Community Development Division: Onondaga County Community Development is preparing its Department of Housing & Urban Development, 2025-2029 Consolidated Plan and seeks input from local public and private agencies. The Consolidated Plan is designed to help states and local jurisdictions to assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions. The consolidated planning process serves as the framework for a community-wide dialogue to identify housing and community development priorities that align and focus funding from the CPD formula block grant programs: Community Development Block Grant (CDBG) Program, Home Investment Partnership (HOME) Program and Emergency Solutions Grants (ESG) Program.

Adjournment: Councilor Berwald made a motion seconded by Councilor Hoey to adjourn the meeting at 6:53 pm.

Ayes – Berwald, Hoey, Hood and Stevens

Carried

Respectfully submitted,

Rosemary Tozzi
Town Clerk