

Town of Marcellus
Board Meeting
Wednesday, June 4, 2025
6:30 PM

Call to Order

Salute to Flag

Public Hearing- LL NO. A-2025 (Accessory Buildings)

I. Waive the Reading and Accept the Minutes

II. Approve Monthly Financials

III. Old Business

- A. Tim's Pumpkin Patch PUD
- B. Future IT service

III. New Business

- A. Enactment of Local Law NO. A- 2025 (Accessory Buildings)
- B. Marcellus Town Justice annual fall Court Clerk's conference

V. Reports From Department Heads

- A. Codes
- B. Highway
- C. Parks/Rec
- D. Town Clerk - monthly report

VI. Discussion Agenda

- A. Fire Department
- B. Mark Rivett- Cemetery gravestones

VII. Adjournment

Future Meeting Dates

Workshop Meeting- Wednesday, June 18, 2025- 6:30 pm- Town Hall
Town Board Meeting- Wednesday, July 2, 2025- 6:30 pm- Town Hall
Planning/Zoning Meeting-Monday, July 7, 2025 - 6:30 pm- Town Hall
Workshop Meeting- Wednesday, July 16, 2025- 6:30 pm- Town Hall

**TOWN OF MARCELLUS
LOCAL LAW NO. A-2025**

**A LOCAL LAW TO AMEND CHAPTER 235 OF THE CODE OF
THE TOWN OF MARCELLUS REGARDING ACCESSORY BUILDINGS**

BE IT ENACTED by the Town Board of the Town of Marcellus as follows:

SECTION 1. PURPOSE AND INTENT.

The purpose of this Local Law is to amend Chapter 235 of the Code of the Town of Marcellus pertaining to the land use approvals, size, height, classification and setbacks of accessory buildings in a manner that preserves the health, safety and welfare of the Town.

SECTION 2. AUTHORITY.

This Local Law is enacted pursuant to the New York State Constitution and New York Municipal Home Rule Law §10 and New York State Town Law § 274-B.

**SECTION 3. AMENDMENT OF SUBSECTION B OF SECTION 235-4 OF THE
CODE OF THE TOWN OF MARCELLUS.**

Section 235-4(B), "Definitions," is hereby amended to modify the definition of the existing term, "Building, Accessory," which shall read in its entirety as follows:

"BUILDING, ACCESSORY - A structure or piece of equipment that serves the principal use; is subordinate in extent and purpose to the principal use; and is located on the same lot as the principal use. Examples of such buildings include pole barns and storage sheds."

**SECTION 4. AMENDMENT OF SUBSECTION B OF SECTION 235-4 OF THE
CODE OF THE TOWN OF MARCELLUS.**

Section 235-4(B), "Definitions," is hereby amended to add a new term, "Shed roof," which shall read in its entirety as follows:

"SHED ROOF - A flat pitched roof extending to a header on posts with no walls."

**SECTION 5. AMENDMENT OF SUBSECTION B OF SECTION 235-4 OF THE
CODE OF THE TOWN OF MARCELLUS.**

Section 235-4(B), "Definitions," is hereby amended to modify the definition of the existing term, "Story," which shall read in its entirety as follows:

"STORY - That portion of a building not greater than 12 feet from the floor surface to the top of the truss wall or rafter carrying wall."

SECTION 6. AMENDMENT OF SUBSECTION B(9) OF SECTION 235-8 (R-1 RESIDENTIAL ZONE) OF THE CODE OF THE TOWN OF MARCELLUS.

Section 235-8(B)(9) is hereby amended to read in its entirety as follows:

- “(9) Permitted accessory buildings not exceeding 2,400 square feet in area.
- (a) The use shall be consistent with and subordinate to the principal use and may not be carried on independently of the principal use.
 - (b) Accessory buildings over 2,400 square feet in area are allowed upon the issuance of a special use permit pursuant to §235-27.
 - (c) The use must conform to applicable lot and building limitations. (See the Table of Lot and Building Limitations, Note 4.[2])

[2] Editor's Note: The table is included as an attachment to this chapter.”

SECTION 7. AMENDMENT OF SUBSECTION B(1) OF SECTION 235-9 (R-2 RESIDENTIAL ZONE (LAKE SHORE)) OF THE CODE OF THE TOWN OF MARCELLUS.

Section 235-9(B)(1) is hereby amended to read in its entirety as follows:

“(1) All accessory uses permitted in R-1 zone, except that permitted accessory buildings may not contain more than 160 square feet in area, and accessory buildings over 160 square feet in area are allowed only upon the issuance of a special permit pursuant to §235-27. (See the Table of Lot and Building Limitations, Note 3.[2])

[2] Editor's Note: The table is included as an attachment to this chapter.”

SECTION 8. AMENDMENT OF SUBSECTION B(1) OF SECTION 235-10 (R-3 RESIDENTIAL ZONE (MULTIPLE DWELLING)) OF THE CODE OF THE TOWN OF MARCELLUS.

Section 235-10(B)(1) is hereby amended to read in its entirety as follows:

“(1) All accessory uses permitted in R-1 zone, subject to the same requirements as specified, except that permitted accessory buildings may not contain more than 160 square feet in area, and accessory buildings over 160 square feet in area are allowed only upon the issuance of a special permit pursuant to §235-27. (See the Table of Lot and Building Limitations, Note 3.[2])

[2] Editor's Note: The table is included as an attachment to this chapter.”

SECTION 9. AMENDMENT OF SUBSECTION B(1) OF SECTION 235-11 (R-4 RESIDENTIAL ZONE) OF THE CODE OF THE TOWN OF MARCELLUS.

Section 235-11(B)(1) is hereby amended to read in its entirety as follows:

“(1) All accessory uses permitted in R-1 zone, except for bed-and-breakfast subject to the same requirements as specified.”

SECTION 10. AMENDMENT OF SUBSECTION B(1) OF SECTION 235-13 (B-1 BUSINESS ZONE) OF THE CODE OF THE TOWN OF MARCELLUS.

Section 235-13(B)(1) is hereby amended to read in its entirety as follows:

“(1) All accessory uses permitted in R-1 zone, subject to the same requirements as specified, except that “residing on premises,” as stated in R-1 Zone, permitted accessory use No. 4 shall not be required, and except that permitted accessory buildings may not contain more than 160 square feet in area, and accessory buildings over 160 square feet in area are allowed only upon the issuance of a special permit pursuant to §235-27. (See the Table of Lot and Building Limitations, Note 3.[2])

[2] Editor's Note: The table is included as an attachment to this chapter.”

SECTION 11. AMENDMENT OF SUBSECTION B(1) OF SECTION 235-14 (L-1 LIGHT INDUSTRIAL ZONE) OF THE CODE OF THE TOWN OF MARCELLUS.

Section 235-14(B)(1) is hereby amended to read in its entirety as follows:

“(1) All accessory uses permitted in R-1 and A-1 zones, subject to the same requirements as specified, except that permitted accessory buildings may not contain more than 160 square feet in area, and accessory buildings over 160 square feet in area are allowed only upon the issuance of a special permit pursuant to §235-27. (See the Table of Lot and Building Limitations, Note 3.[2])

[2] Editor's Note: The table is included as an attachment to this chapter.”

SECTION 12. AMENDMENT OF ATTACHMENT 1 (1:1) OF CHAPTER 235 OF THE CODE OF THE TOWN OF MARCELLUS.

Attachment 1 (1:1) of Chapter 235 of the Code of the Town of Marcellus is hereby amended to read in its entirety as follows:

“ZONING

235 Attachment 1

Town of Marcellus

Lot and Building Limitations

[Amended 7-14-2014 by L.L. No. 1-2014; 5-11-2015 by L.L. No. 2-2015;
at time of adoption of Code (see Ch. 1, General Provisions, Art. I)]

Zone	Min. Lot Size		% of Lot Coverage	Yard Dimensions				Max. Building Height (feet)	Minimum Dwelling Areas
	Width (feet)	Area (square feet)		Front (feet)	One Side (feet)	Both Sides (feet)	Rear (feet)		
A-1	200	80,000	30%	35 (4)	20 (4)	40 (4)	35 (4)	35	900
B-1	100	10,890	35%	35 (3)	25 (3)	50 (3)	30 (3)	35	NA
R-1	150	40,000	30%	35 (4)	15 (4)	30 (4)	35 (4)	35	900
R-2	75	10,000	20%	35 (3)	10 (3)	20 (3)	35 (3)	35	600
R-3	200	80,000	30%	35 (3)	15 (3)	30 (3)	35 (3)	35	900
R-4	80	12,000	20%	35 (4)	12 (4)	24 (4)	35 (4)	35	900
PUD	See Note (5)	See Note (5)	See Note (5)	See Note (5)	See Note (5)	See Note (5)	See Note (5)	See Note (5)	See Note (5)
L-1	100	43,560	20%	60 (3)	25 (3)	50 (3)	50 (3)	3 Stories 35 feet	NA

* In square feet per family.

NOTES:

- (1) On corner lots in any zone, that portion of a lot contiguous to a public right-of-way shall be considered as front yard area and that portion of a lot contiguous to a front yard shall be considered as side yard area for the purpose of applying the regulations herein.
- (2) Structures including transmission equipment in any zone subject to yard dimensions as listed above.
- (3) Accessory buildings in the **B-1, R-2, R-3, and L-1** zones limited to one story and up to 160 square feet in area must be a minimum of three feet from side and rear lot lines and meet front setback requirements. In R-2 zones the front yard setback will be from the OCWA high-water line or the FEMA flood zone whichever is greater. In L-1 zones 50 feet for one side yard and 100 feet for both, if adjoining residential zone.
- (4) Accessory buildings in the **A-1, R-1, and R-4** zones limited to one story and:
 - Up to 160 square feet in area must be a minimum of three feet from side and rear lot lines and meet front setback requirements.
 - Greater than 160 square feet up to 720 square feet in area must be a minimum of 25 feet from side lot lines and 50 feet from the street line or beyond the rear line of the principal structure, whichever is least.
 - Greater than 720 square feet up to 2,400 square feet in area must be a minimum of 35 feet from side lot lines and 65 feet from the street line or beyond the rear line of the principal structure, whichever is least.
 - Greater than 2,400 square feet in area must be a minimum of 45 feet from the side and rear lot lines and 70 feet from the street line or beyond the rear line of the principal structure and requires a special permit.
- (5) To be determined by the Town Board.”

SECTION 13. AMENDMENT OF SUBSECTION (C)(4) OF SECTION 235-27 OF THE CODE OF THE TOWN OF MARCELLUS

Section 235-27(C)(4) is hereby amended to read in its entirety as follows:

“(4) The applicant for an area or a use variance or for a special permit for an accessory building shall notify by certified mail all property owners within 500 feet of the subject property at least five days prior to the public hearing and shall furnish the Zoning Board of Appeals with post office receipts as proof of notification.”

SECTION 14. SEVERABILITY.

If the provisions of any Section, section, subsection, paragraph, subdivision or clause of this Local Law shall be judged invalid by a court of competent jurisdiction, such order of judgment shall not affect or invalidate the remainder of any section, subsection, paragraph, subdivision or clause of this Local Law.

SECTION 15. EFFECTIVE DATE.

This Local Law shall be effective upon filing with the office of the Secretary of State.

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

Marcellus Town Board
Workshop Meeting
Wednesday, May 21, 2025
6:30 PM

A Workshop Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, May 21, 2025, in the Town Hall, 22 East Main Street, Marcellus, New York.

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

Also Present: Mike Ossit, Highway Superintendent; Jim Gascon, Town Attorney; Don MacLachlan, Recreation Director; Bill Southern, Gary and Linda Wilcox, John Pawlewicz, Scott Stearns, Steven Bolewski, Matt Thorpe, Joanna Clarke, Hank Korycinski, Dave Card, Fire Department; Suzanne Tobin, Deputy Town Clerk; Rosemary Tozzi, Town Clerk

Abstract of Audited Vouchers: The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #5 as of May 15, 2025. Claim # 158100.

	Expense	
General Fund		\$485.00
Total		\$485.00

The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #5 as of May 20, 2025. Claim #'s 158109-158115.

	Expense	
General Fund		\$16,121.79
Part Town General		2,173.58
Part Town Highway		4,156.62
Trust and Agency		696.49
Total		\$23,148.48

The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #5 as of May 16, 2025. Claim #'s 158087-158108.

General Fund	\$6,205.62
Townwide Highway	3,024.88
Part Town Highway	376.00
Trust and Agency	1,118.67
Total	\$10,725.17

Councilor Clarke made a motion seconded by Councilor Berwald to approve the Abstract of Audited Vouchers and pay the bills as of May 16, 2025, May 20, 2025, and May 21, 2025.
Ayes –Berwald, Clarke, Hoey, Hood and Stevens Carried

Old Business:

Tim's Pumpkin Patch PUD: This topic has been tabled.

Future IT Service: Peter Knowles, IT personnel, has contacted a few companies regarding taking over IT services for the Town of Marcellus. Once Peter receives their proposals, he will set up interviews with the selected companies.

LL. NO. A-2025 (Accessory Buildings): LL. NO. A-2025 was sent to the Onondaga County Planning Board for referral. The Onondaga County Planning Board has determined that said referral will have no significant adverse inter-community or county-wide implications and may consequently be acted on solely by the referring board.

New Business:

Cemetery Gravestones: Mend- All Masonry will continue to clean gravestones in the Village Cemetery. He will clean five stones at a cost of \$100.00 per stone.

Councilor Hood made a motion seconded by Councilor Berwald to approve Mend- All Masonry to clean five gravestones at a cost of \$100.00 per gravestone.

Ayes –Berwald, Clarke, Hoey, Hood and Stevens

Carried

ESF Research Project- Marcellus Park: Raymond Bailey is requesting permission to do research at the Marcellus Park for his honors research project for SUNY College of Environmental Science and Forestry. The project will focus on sampling crayfish. Raymond will be taking water quality data such as PH, temperature, DO, suspended sediment and crayfish worms on each crayfish and collecting the worms for genetic analysis/identification. The samples will be taken between August 18, 2025, through August 22, 2025.

Councilor Hoey made a motion seconded by Councilor Berwald to approve Raymond Bailey's application to conduct a scientific study at the Marcellus Park.

Ayes –Berwald, Clarke, Hoey, Hood and Stevens

Carried

OCWA- Backflow Testing: A backflow test at Marcellus Town Hall is an annual requirement by OCWA. Tartan Mechanical LLC will perform the test and submit the results to OCWA using VEPO CrossConnex software.

Councilor Hood made a motion seconded by Councilor Clarke to approve Tartan Mechanical LLC to perform the backflow test required by OCWA and the Town Hall.

Ayes –Berwald, Clarke, Hoey, Hood and Stevens

Carried

Discussion Agenda:

Fire Department: Dave Card turned in the 2023 Fire Department audit and informed the Town Board the 2024 audit has begun.

Scott Stearns gave the Town Board and public an update on the Rail to Trail that's going on through the valley. He is currently working with the Village of Camillus. This is a two-phase program right now to take the trail from the Erie Canal Park up along the highway into the Village and continue to the feeder canal ending at the feeder dam. The second phase is to extend it from the feeder dam

up to Martisco Museum. The grand plan is to connect the trail to Otisco, following the OCWA water line.

Adjournment: Councilor Clarke made a motion seconded by Councilor Berwald to adjourn the Workshop Meeting at 6:46 pm.

Ayes –Berwald, Clarke, Hoey, Hood and Stevens

Carried

Respectfully submitted,

Rosemary Tozzi
Town Clerk

**TOWN OF MARCELLUS
TOWN BOARD RESOLUTION**

June 4, 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”)

The following resolution was offered by Councilor _____, who moved its adoption, seconded by Councilor _____, to wit:

WHEREAS, pursuant to the provisions of the Municipal Home Rule Law, a proposed local law titled Local Law No. A-2025, “A Local Law to Amend Chapter 235 of the Code of the Town of Marcellus Regarding Accessory Buildings,” was presented and introduced at a regular meeting of the Town Board of the Town of Marcellus held on May 7, 2025; and

WHEREAS, a public hearing was held on such proposed local law on June 4, 2025, by the Town Board of the Town of Marcellus and proof of publication of notice of such public hearing, as required by law, having been submitted and filed, and all persons desiring to be heard in connection with said proposed local law having been heard, and said proposed local law having been in the possession of the members of the Town Board of the Town of Marcellus in its final form in the manner required by Section 20 of the Municipal Home Rule Law of the State of New York; and

WHEREAS, on May 7, 2025, the Town Board declared itself lead agency and determined that the enactment of proposed Local Law No. A-2025 is an Unlisted Action and issued a negative declaration thus concluding environmental review under State Environmental Quality Review Act; and

WHEREAS, it is in the public interest to enact said proposed Local Law No. A-2025.

NOW, THEREFORE, it is

RESOLVED that the Town Board of the Town of Marcellus, Onondaga County, New York, does hereby enact Proposed Local Law No. A-2025 as Local Law No. 2-2025 as follows:

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/No
Jeff Berwald	Councilor	Voted	Yes/No
Percy Clarke	Councilor	Voted	Yes/No
Gabe Hood	Councilor	Voted	Yes/No
Terry Hoey	Councilor	Voted	Yes/No

The foregoing resolution was thereupon declared duly adopted.

DATED: June 4, 2025

**Marcellus Justice Court
22 East Main Street
Marcellus, New York 13108**

Telephone: (315)673-3269

Fax: (315)671-4675

May 20, 2025

Town of Marcellus Supervisor,
Laurie Stevens, and
Members of the Board,

Dear Supervisor and Board Members,

I am writing to request to attend the 27th Annual Fall Court Clerks Conference which will be held in Niagara Falls, New York.

I have spoken to both Judge Dailey and Judge Falge, and they feel that as the Vice President of the Onondaga County Magistrates Court Clerks Association, it is important that I attend, and represent the Town of Marcellus Court as well as Onondaga County.

Please find attached the registration information, along with the total expenditure for the conference. Registration check must be received no later than August 15, 2025.

Thank you for your consideration, as well as the opportunity to represent the Town at this year's conference.

Sincerely,

Mary E. Lollis-Barnell
Court Clerk