

**TOWN OF MARCELLUS
ORGANIZATIONAL TOWN BOARD MEETING MINUTES
FOR 2011**

December 29, 2010

A special meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on December 29, 2010 following the conclusion of the Year End Meeting in the Town Hall, 24 East Main Street, Marcellus, New York. Those present were:

Daniel J. Ross, Supervisor
James A. Sheridan, Councilor
Thomas C. Lathrop, Councilor
Donald G. Sherman, Councilor
Kevin F. O'Hara, Councilor

Also present: Karen R. Pollard, Town Clerk; Sandy Taylor, Deputy Town Clerk; Tracie Barnes, Bookkeeper; Donald MacLachlan, Highway Superintendent and Bernie Montgomery.

Supervisor Ross called the meeting to order following the Special Year End meeting.

Annual Appointments:

Supervisor Ross presented to the Board for their consideration the list of annual appointments for 2011. There was a short discussion on bidding out for engineering services. Councilor Sherman made a motion seconded by Councilor O'Hara to approve the following appointments to the year 2011. All voted aye. Carried.

Clerk to Codes Dept. – Karen C. Cotter 1/1/11–12/31/11
Dog Control Officer – James LaRose 1/1/11-12/31/11
Clerk to Town Justices - Judith Schneider 1/1/11-12/31/11
Clerk I – Heidi Randall 1/1/11-12/31/11
Recreation Leader - Philip T. Coccia 1/1/11–12/31/11
Secretary to Highway Superintendent and Recreation Department – Sandy Elsey 1/1/11-12/31/11
Co-Historian - Michael Plumpton 1/1/11-12/31/11
Co-Historian - Margaret Nolan 1/1/11-12/31/11
Town Engineers - Barton & Loguidice 1/1/11-12/31/11
Planning Board Member – Chris Christensen 1/1/11-12/31/17
Zoning Board of Appeals Member - Chris Christensen 1/1/11-12/31/17
Constable - William Burnette 1/1/11 – 12/31/12
Constable – Russell Snell 1/1/11 – 12/31/12
Environmental Commission – John Weeks 1/1/11-12/31/12
Environmental Commission – Dan Bouck 1/1/11-12/31/12
Environmental Commission –Jane Amidon 1/1/11-12/31/12
Environmental Commission – Peter Kraai 1/1/11–12/31/12
Parks & Recreation Advisory Board –Vacant 1/1/08-12/31/14
Parks & Recreation Advisory Board – Brenda Bronstad 1/1/11 – 12/31/17
Farmland Advisory Board – Vacant 1/1/10 – 12/31/14
Farmland Advisory Board - James Mather 1/1/11 – 12/31/15

Councilor Lathrop made a motion seconded by Councilor Sherman to approve the Annual Appointments as read by the Town Clerk. All voted aye. Carried.

Advisory Appointments:

Supervisor Ross advised the Board of the following advisory appointments:

Supervisor Ross is appointing Thomas Lathrop as Deputy Supervisor for a term of 1/1/11-12/31/11.

Town Clerk, Karen R. Pollard is appointing Sandy Taylor and Laurie Stevens as Deputy Town Clerks for a term of 1/1/11-12/31/11.

Tax Collector, Elaine Potter is appointing Laurie Stevens as Deputy Tax Collector for a term of 1/1/11-12/31/11.

Highway Superintendent, Donald MacLachlan is appointing Michael Ossit as Deputy Highway Superintendent for a term of 1/1/11-12/31/11.

Appointment for the Assessment Board of Review: Councilor O'Hara made a motion seconded by Councilor Sherman to appoint Kathleen Karlovitz to the Assessment Board of Review with a term ending September 30, 2015. All voted aye. Carried.

Annual Resolutions:

The Supervisor read the following resolutions for the year 2011:

Name the Marcellus Observer as the official newspaper for the Town.

Name Key Bank as the official bank for the Town.

The wages for the Town Highway employees, not to exceed \$18.82 an hour and shall be paid every two weeks and be paid retroactive from the first of the year.

The salaries of all elected and appointed officials be approved and shall be paid according to the 2011 budget and be paid monthly.

The Supervisor will be given a thirty-day extension to file his annual report.

The Town Board meetings be held on the second Monday of the month at 7:00 P.M. and a workshop meeting be held on the fourth Thursday of each month at 7:00 P.M. with the following exceptions and additions: Town Board meeting for October 2011 will be held on Thursday, October 13th at 7:00 P.M.; Town Board meeting for November 2011 will be held on Thursday, November 10th at 7:00 P.M.; Workshop for November 2011 will be held on November 17th at 7:00 P.M. and the 2011 Year End Meeting and December Workshop will be held on Wednesday, December 28th with the time to be announced.

Approve Key Bank as depository for monies from Tax Collector, Town Clerk and Supervisor.

Allow the Town Clerk to continue to have petty cash fund of \$200.00 and the Recreation Department to continue to have a petty cash fund of \$200.00 administered by the Town Clerk.

Authorize the Supervisor to pay utility bills and postage prior to audit.

Adopt the following resolution regarding the investment policy of the Town: Idle monies shall be invested at the designated bank of the Town either in Certificate of Deposit or any kind of savings account. The Town continues to request that the depository (Key Bank) will protect these investments in the event they exceed the FDIC coverage by pledging securities as collateral. The collateral is to be held by a third party.

The Highway Superintendent will use State vendors in aggregate buying.

Enter into a contract with the Law Firm of Costello, Cooney and Fearon for legal services for the year 2011 for \$36,000 per year for “general legal services” and for additional legal services for a fee of \$140/per hour for partners; \$125/per hour for associates and \$85.00/per hour for paralegals.

Enter into an agreement with Lake Country Veterinary Clinic and Marcellus Veterinary to shelter stray dogs.

Enter into a contract with Marcellus Health Council for storage facilities for health care equipment in the amount of Five Hundred Dollars (\$500.00). This contract will be for a period of one (1) year.

OCM BOCES will be the Contract Professional to provide the appropriate safety training as required.

Councilor Lathrop made a motion seconded by Councilor Sherman to approve the 2011 Resolutions as presented. All voted aye. Carried.

Councilor Lathrop made a motion seconded by Councilor O’Hara to adjourn the Marcellus Town Board meeting at 5: 30 P.M. All voted aye. Carried.

Respectfully submitted,

Karen R. Pollard, Town Clerk