

**TOWN OF MARCELLUS**  
**TOWN BOARD MEETING MINUTES**

August 13, 2012

A regular meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on August 13, 2012 at 7:00 P.M. in the Town Hall, 24 East Main Street, Marcellus, New York. Those present were:

Daniel J. Ross, Supervisor  
Thomas C. Lathrop, Councilor  
Donald G. Sherman, Councilor  
Kevin F. O’Hara, Councilor  
Peter Hakes, Councilor

Also present: Karen R. Pollard, Town Clerk; Sandy Taylor, Deputy Town Clerk; James Gascon, Counsel; Tracie Barnes, Bookkeeper; Donald MacLachlan, Highway Superintendent; Chris Christensen, Member of Planning and Zoning Boards; Garth Snyder, Park Crew Leader Mary Jo Paul, Chuck Paul, Bernard Montgomery, William Burnett, Teresa Finn, Diana Finn and Linda Wilcox.

Supervisor Ross opened the meeting at 7 P.M. with the Pledge of Allegiance to the Flag.

Copies of the minutes of the Town Board Meeting held on July 9, 2012, Special Meeting held on July 25, 2012 and the Workshop Meeting held on July 26, 2012 was given to the Board Members. Councilor Lathrop made a motion seconded by Councilor Hakes to approve the minutes as presented. All voted aye. Carried.

The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk, Abstract #8 as of August 13, 2012, Claims #20120563 – 20120686 and Highway Claims #20120119 - 20120151.

	<u>Expenses</u>
General Fund	\$95,396.63
General Fund – Part Town	1,479.90
Highway – Town Wide	11,146.55
Highway – Part Town	67,164.26
Sewer	1,224.61
Reserve Fund	7,635.00
Trust & Agency	1,456.25

Board Members were given copies of the Activity Report as of July 2012 and monthly statement of bank balances as of August 13, 2012.

	<u>Total Revenue</u>	<u>Total Expense</u>
General Fund	\$ 1,115,243.45	\$745,946.39
General Fund – Part Town	105,782.00	62,177.00
Highway – Town Wide	485,817.60	213,433.13
Highway – Part Town	330,740.28	307,006.73
Capital Projects	8,557.50	59,627.72
Reserve	7,635.00	
Fire District	571,840.16	543,155.0

Hydrant Fund	1,900.11	825.39
Ambulance Fund	261,532.78	137,334.00
Sewer District	133,417.77	94,324.38
Water District	186,961.17	89,070.44

Councilor Lathrop made a motion seconded by Councilor Hakes to approve and pay the bills, approve the monthly activity report as of July 2012 and the monthly statement of bank balances as of August 13, 2012. Tracie Barnes, Bookkeeper, brought to the Boards attention that voucher number 20120579 in the amount of \$40.00 should in fact be \$80.00. All voted aye to the amended abstract. Carried.

**OLD BUSINESS:**

**Report from Department Liaisons:**

Supervisor Ross reminded the Board of the upcoming referendum on the Service Award Program for the members of the Marcellus Fire Department It will be held on August 21, 2012 from noon to 9:00pm at the Marcellus Fire Hall.

Supervisor Ross related to the Board that a public hearing will be held on Tuesday, September 4<sup>th</sup> at 12:55pm for the renewal of the Agricultural District No. 2 for the towns of Marcellus, Skaneateles and Spafford.

**NEW BUSINESS:**

**Donation from Friends and Family of Tom Kuss:**

The Marcellus Parks and Recreation Department received a donation of \$700.00 from the TEK Golf Classic Annual Tom E. Kuss Memorial Golf Tournament. This tournament was created to honor the memory of Thomas E. Kuss, who was an exceptionally talented student and athlete. Councilor Hakes made a motion seconded by Councilor Lathrop to accept the donation of \$700.00 on behalf of the Recreation Department. All voted aye. Carried.

**Banner Project:**

A request was received from Mary Jo Paul of the Village Banner Project, requesting \$150.00 to refresh the banners that are along the village streets. The present banners consist of two parts, a stationary section and a flay type section. The flag portion of the banner is showing wear and they need replacing. The new banner will be a one piece type that hopefully will wear better. Councilor Hakes made a motion seconded by Councilor Sherman to pay \$150.00 to the Village Banner Project for the refreshing the banners. All voted aye. Carried.

**Schedule Fall Trash Days:** Councilor Sherman made a motion seconded by Councilor Hakes to hold the fall Trash Days on Fridays, September 28 and October 5 from noon to 3:00pm and Saturdays, September 29 and October 6 from 8:00am to noon. All voted aye.

Carried.

**Syracuse Time and Alarm: Maintenance Agreement:** Councilor O'Hara made a motion seconded by Councilor Sherman to renew the maintenance contract with Syracuse Time & Alarm, Inc. for a period from 9/01/2012 to 8/31/2013 for the fire alarm system in the Town Hall for an annual fee of \$480. Councilor Hakes asked if the annual fee

has gone up and maybe the town should look at other vendor for this service. Supervisor Ross informed the Board that the price has not gone up and quotes can be obtained in the spring. All voted aye. Carried

**TDK: Contract Agreement Sewer Rehabilitation:** A proposal was received from TDK Engineering for additional requirements dealing with the inflow and infiltration (I&I) study. The Town has to conduct home inspections for every household in the town's sewer districts. TDK is proposing assistance to the Town to complete this task for a fixed fee of \$5,750. Councilor Lathrop made a motion seconded by Councilor O'Hara to authorize the Supervisor to sign the agreement with TDK Engineering for addition services for the I&I study of the sewer system in the Town. All voted aye. Carried.

**Approval of Sale of Surplus Tractor:** Councilor Lathrop made a motion seconded Councilor Hakes to approve the sale of the 1986 John Deere 850 Tractor in the amount of \$3,000.00 with the funds applied to the Park Capital Reserve. The sale was handled by Auctions International. All voted aye. Carried.

**Agreement with the American Legion:** Councilor Hakes made a motion seconded by Councilor O'Hara to authorize the Supervisor to enter into an agreement with the Marcellus American Legion in the amount of \$600 for support of the flagging of the veteran grave sites in the three cemeteries in the Town. All voted aye. Carried.

**Status of Annual Report to New York Comptroller:** Tracie Barnes, Bookkeeper, reported to the Board that there are steps forward on the 2010 Annual Report. Mrs. Barnes has had a conversation with the State Comptroller's office about three weeks ago to apprise them of her progress and hopes to have it to the State Comptroller by the end of September.

**Estimate for Front Steps of Marcellus Town Hall:** Councilor Lathrop presented to the Board an estimate from D. Norris Construction for repair of the front steps on the Town Hall. The work would include the reusing of the foundations of the current steps, new rebar, installation of bigger stoop and new steps to a new sidewalk to the driveway. The estimate price of \$9,400 does not include the railings. Councilor Hakes asked how much are the front steps used? Town Clerk Pollard reported that they are used on a daily basis and more so during tax time. Councilor Lathrop made a motion seconded by Supervisor Ross to authorize the Supervisor the sign the estimate from D. Norris Construction for the repair of the front steps on the front of the Town Hall in the amount of \$9,400. All voted aye. Carried.

**Town Clerk Resignation:** Supervisor Ross made a motion seconded by Councilor Sherman to accept the resignation of Karen Pollard, Town Clerk, effective October 1, 2012. All voted aye. Carried.

**Appointment of Town Clerk:** Supervisor Ross made a motion seconded by Councilor Hakes to appoint Sandra Taylor to fill the vacancy of the Town Clerk's position with a salary of \$36,000/year effective October 2, 2012 to December 31, 2013.

**Coon Hill Grind (additional item):** Councilor O'Hara made a motion to approve the use of Coon Hill Road for the Coon Hill Grind to be held on September 2, 2012 at noon. Councilor Sherman seconded this. All voted aye. Carried.

## **Discussion Agenda**

**Items from the Board**

Karen Pollard, Town Clerk, gave the board an update on the preparations for the upcoming referendum that is going to be held on August 21, 2012.

Councilor O'Hara suggested that the Highway Superintendent obtain quotes from vendors for the camera work to be done on the sewer system in the town.

**Items from the Floor**

Councilor Hakes made a motion seconded by Councilor Sherman to adjourn the Marcellus Town Board meeting at 7:55 P.M. All voted aye. Carried.

Respectfully submitted,

Karen R. Pollard, Town Clerk