

**TOWN OF MARCELLUS
ORGANIZATIONAL MEETING
January 3, 2013**

An Organizational Meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York, was held on Thursday, January 3, 2013 at 5:00 pm In the Town hall, 24 E. Main Street, Marcellus, NY 13108. Those present were:

**Daniel Ross, Supervisor
Thomas Lathrop, Councilor
Kevin O’Hara, Councilor**

**Absent: Peter Hakes, Councilor
John Scanlon, Councilor**

Also present were Sandy Taylor, Town Clerk; Susan Dennis, Deputy Town Clerk; Don MacLachlan, Highway Superintendent; Mary Jo Paul, resident.

Annual Appointments: Supervisor Ross read the following annual appointments for 2013:

Bookkeeper – Tracie Barnes – 1/1/13-12/31/13
Clerk to Codes Dept. – Karen C. Cotter – 1/1/13-12/31/13
Dog Control Officer – James LaRose – 1/1/13- 12/31/13
Clerk to Town Justices – Judith Schneider – 1/1/13 – 12/31/13
Clerk 1 – Clarissa Siy – 1/1/13-12/31/13
Recreation Leader – Philip t. Coccia – 1/1/13-12/31/13
Secretary to Highway Superintendent – Sandy Elsy – 1/1/13-12/31/13
Co-Historian – Michael Plumpton -1/1/13-12/31/13
Co-Historian – Margaret Nolan – 1/1/13-12/31/13
Town Engineers – TDK – 1/1/13-12/31/13
Constable – Russell J. Snell – 1/1/13-12/31/14
Constable – William Burnette – 1/1/13– 12/31/14
Planning Board Member – Kathleen Carroll – 1/1/13-12/31/19
Environmental Commission – Jane Amidon 1/1/13-12/31/14
Environmental Commission – Dan Bouck – 1/1/13-12/31/14
Environmental Commission –
Environmental Commission –
Parks & Recreation Advisory Board
Farmland Advisory Board –Wayne Norris – 1/1/13-12/31/17
Farmland Advisory Board – Vacant – 1/1/10-12/31/14

John Weeks called and said that he didn’t want to be reappointed to the Environmental Commission.

A motion to approve all the Annual Appointments for 2013 was made by Councilor O'Hara and seconded by Councilor Lathrop. All voted aye. Carried.

ADVISORY APPOINTMENTS:

Supervisor Ross read off the following Advisory Appointments:

Supervisor appointing Thomas Lathrop as Deputy Supervisor 1/1/13-12/31/13

Supervisor appointing Tracie Barnes as Budget Officer 1/1/13-12/31/13

Town Clerk appointing Susan Dennis and Laurie Stevens as Deputy Town Clerks
1/1/13-12/31/13

Tax Collector appointing Laurie Stevens as Deputy Tax Collector 1/1/13-12/31/13

Highway Superintendent appointing Michael Ossit as Deputy Highway Superintendent
1/18/13-12/31/13

ANNUAL RESOLUTIONS FOR 2013

Supervisor Ross read the following resolutions for 2013:

Name the Eagle 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 \$19.57 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 2013 budget and be paid monthly.

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

The Town Board meetings to be held on the second Monday of the month at 7:00 P.M. and a Workshop meeting to 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 2013 be held on Thursday, October 17, 2013 at 7:00 P.M.; Town Board meeting for November 2013 will be on Thursday, November 14, 2013 at 7:00 P.M.; Workshop for November 2013 will be held on November 21, 2013 at 7:00 P.M. and the 2013 Year End Meeting and December Workshop will Be held on Monday, December 30, 2013 with a 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. Allow the Justice Court to have a petty cash fund of \$200.00.

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 or County vendors in aggregate buying.

A motion was made by Councilor O'Hara to approve the Annual Resolutions for 2013. This was seconded by Councilor Lathrop. All voted aye. Carried

Contracts and Agreements - 2013

Enter into a contract with the Law Firm of Costello, Cooney and Fearon for legal services For the year 2013 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. This is the same rate as last year. A motion was made By Councilor Lathrop and seconded by Councilor O'Hara to approve this contract. All voted aye. Carried.

Enter into an agreement with Lake Country Veterinary Clinic to shelter stray dogs that the Dog Control Officer would pick up. A motion was made by Councilor Lathrop and seconded by Councilor O'Hara to enter into this agreement. All voted aye. Carried

Enter into an agreement with Marcellus Veterinary to shelter stray dogs. Councilor Lathrop made a motion to enter into this agreement with Marcellus Veterinary Clinic and it was seconded by Councilor O'Hara. All voted aye. Carried.

OCM BOCES will be the Contract Professional to provide the appropriate safety training as required. The fee for this contract is \$2,000 annually for training seminars. A motion to approve the OCM BOCES contract was made by Councilor O'Hara and seconded by Councilor Lathrop. All voted aye. Carried.

Enter into a contract with the American Legion in the amount of \$600.00 in support of flagging Veteran's grave sites in the three cemeteries in the Town. A motion to approve the contract with the American Legion was made by Councilor Lathrop and seconded by Councilor O'Hara. All voted aye. Carried.

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. A motion was made to enter into the contract with Marcellus Health Council by Councilor Lathrop and seconded by Councilor O'Hara. All voted aye. Carried.

Councilor Hakes arrived at 5:12 p.m.

Adjournment: A motion to adjourn the Organizational Meeting was made by Councilor Lathrop at 5:15. Councilor O'Hara seconded this. All voted aye. Carried.

Respectfully Submitted,

Sandy Taylor
Town Clerk