

TOWN OF MARCELLUS
TOWN BOARD MEETING MINUTES
Monday, April 14, 2014

A regular meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Monday, April 14, 2014, in the Town Hall, 24 East Main Street, Marcellus, New York. Those present were:

Mary Jo Paul, Supervisor
Kevin F. O'Hara, Councilor
John Scanlon, Councilor
Karen Pollard, Councilor
Peter Hakes, Councilor

Also present: Susan Dennis, Deputy Town Clerk; Tracie Barnes, Bookkeeper; Don MacLachlan, Highway Superintendent; Jim Gascon, Town Attorney; Phil Coccia, Recreation Director; approximately 23 Town Residents and Sandy Taylor, Town Clerk.

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

A motion was made by Councilor Pollard to revise the agenda by omitting #15 – Revise Employee Pay Schedule. Councilor Hakes seconded this motion.
Ayes – Scanlon, Hakes, Paul, O'Hara and Pollard. Carried

Copies of the minutes of the Town Board Meeting held on Monday, March 10, 2014, the Special Meeting held on March 17, 2014 and the Workshop Meeting held on Thursday, March 27, 2014 was given to the Board Members. Councilor O'Hara made a motion seconded by Councilor Pollard to accept the minutes as presented.
Ayes – Scanlon, Hakes, Paul, O'Hara and Pollard. Carried

A motion was made by Supervisor Paul and seconded by Councilor Hakes to transfer \$2,000 from the Town Supervisor Personnel Account A1220.1000 to the Town Supervisor Contractual Account A1220.4000.
Ayes – Scanlon, Hakes, Paul, O'Hara and Pollard Carried

The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk, Abstract #4 as of April 11, 2014. Claims # 140156, 140172, 140251,140252, 140253, 140261,140262, 140279 – 140370.

	<u>Expenses</u>
General Fund	\$ 65,641.15
General Fund – Part Town	563.00
Highway – Town Wide	22,176.69
Highway – Part Town	310.16
Hydrant Fund	1,071.18
Ambulance Fund	66,203.75
Sewer District	25,082.99
Water District	12,606.31
Trust & Agency	<u>6,149.15</u>
Total	\$199,804.38

Board Members were given copies of the Activity Report as of April 14, 2014 and monthly statement of bank balances as of April 14, 2014.

	<u>Total Revenue</u>	<u>Total Expense</u>
General Fund	\$826,264.69	\$354,427.92
General Fund – Part Town	99,293.00	24,864.47
Highway – Town Wide	316,139.00	156,543.37
Highway – Part Town	292,058.00	7,255.91
Fire District	597,763.95	201,112.00
Hydrant Fund	1,945.00	1,071.18
Ambulance Fund	277,271.00	144,483.50
Sewer District	126,800.00	34,748.57
Water District	184,825.00	81,577.59

Councilor Pollard made a motion seconded by Councilor Hakes to approve and pay the bills, approve the monthly activity report as of April 14, 2014 and the monthly statement of bank balances as of April 14, 2014.

2010 AUD accepted by OSC: A motion was made by Councilor Hakes to accept the 2010 AUD (Annual Update Document) that was accepted by the Office of the State Comptroller. This motion was seconded by Councilor O’Hara.

Ayes – Scanlon, Hakes, Paul, O’Hara and Pollard.

Carried

Boy Scouts – Dan Gooden: Dan Gooden and Ed Riefler, from the Boy Scouts of America, thanked the Town Board and Phil Coccia, Recreation Director, for the use of Marcellus Park last Fall for the Boy Scout Camp-o-ree. They then presented Phil Coccia with a plaque.

Highway: Don MacLachlan, Highway Superintendent, stated that the floor drains are set to be pumped out by Safety Kleen on April 18, 2014. The price is set for \$725. This price will pump out up to 300 gallons.

Don MacLachlan, Highway Superintendent, then discussed the Emerald Ash Bore issue with the brush pile and trees lining the Town Roads. Supervisor Paul then stated that someone from Cooperative Extension will be coming to the Workshop Meeting on April 24, 2014 to present more information on Emerald Ash Bore.

4474 Dublin Road: A motion was made by Supervisor Paul and seconded by Councilor Scanlon to approve the agreement between Mike and Marilyn Villa (the residents at 4474 Dublin Road) and the Town of Marcellus. Jim Gascon, Town Attorney, stated that the agreement indicates the owners will provide a Performance Bond and a time frame for demolition of the current house. The Planning Board has also approved this agreement.

Ayes – Scanlon, Hakes, Paul, O’Hara and Pollard.

Carried

Bartlett Tree Experts: A motion was made by Councilor O’Hara and seconded by Councilor Hakes to have Supervisor Paul sign the contract with Bartlett Tree Experts to Treat the trees in the Park against Emerald Ash Bore. This is the second year of a three-year agreement at a cost of \$3,890.00 per year.

Ayes – Scanlon, Hakes, Paul, O’Hara and Pollard.

Carried

Policy/Basketball Courts: The Basket Ball Courts will be open with the understanding that the signs are in place; the courts can be secured by a locking gate; park attendance will be responsible for removing any standing water; and proper athletic footwear must be worn. A motion was made by Councilor Scanlon to approve the Amended Warning sign for the Basketball Courts. “Please see park Attendant” will be added under the “report any dangerous conditions” line. This was seconded by Supervisor Paul.
Ayes – Scanlon, Hakes, Paul, O’Hara and Pollard. Carried

SAM Grant: A motion was made by Councilor O’Hara and seconded by Councilor Scanlon to accept the SAM Grant (State and Municipal Facilities Capital Program) that the Town applied for last year. The Town will use the money in the Park Capital Reserve Fund up to \$48,381 and be reimbursed from the Grant money. A resident asked if the money, when reimbursed, will go back into the Park Capital Reserve. The Board stated that it would.
Ayes – Scanlon, Hakes, Paul, O’Hara and Pollard. Carried

John Houser- 2012 MS4 Annual Report: John Houser, Codes Officer, stated that the 2012 MS4 has been officially submitted. The report will be in the Town Clerks Office and on the web site for anyone wishing to see it.

Proclamation : Supervisor Paul read a proclamation for the Library for 100 years of service and one for the Marcellus Fire Department for 130 years of service. A motion to accept these proclamations was made by Councilor Pollard and seconded by Councilor O’Hara .
Ayes – Scanlon, Hakes, Paul, O’Hara and Pollard. Carried

Shred Day: Councilor O’Hara made a motion seconded by Councilor Pollard to have ProShred at the Town Hall on Saturday, May 3, 2014 from 9:00 am until 12:00 noon. The cost is \$250.00.
Ayes – Scanlon, Hakes, Paul, O’Hara and Pollard. Carried

Employee Handbook Revision/Update: Councilor Pollard made a motion seconded by Councilor Hakes to have Public Sector HR Consultants LLC go over our handbook and update it with any laws that have been changed. The cost for this is \$450.
Ayes – Scanlon, Hakes, Paul, O’Hara and Pollard. Carried

Procurement Policy Procedure: Councilor Scanlon made a motion to accept the new Procurement Policy Procedure Form with the following added to it: “All quotes are to be confidential”. Supervisor Paul seconded the motion.
Ayes – Scanlon, Hakes, Paul, O’Hara and Pollard. Carried

Financial Training: Supervisor Paul made a motion that she and Tracie Barnes, Bookkeeper, attend the 14th Annual Town Finance School offered in Saratoga Springs, May 8 – 9 or Rochester, May 15 – 16. The registration fee is \$200 each. Councilor Scanlon seconded the motion.
Ayes – Scanlon, Hakes, Paul, O’Hara and Pollard. Carried

Sidewalk Issue – Sage Meadows: A discussion regarding sidewalks on Sage Meadows. Councilor Pollard made a motion to forgo the installation of sidewalks within the Sage Meadows subdivision, without changing the site plan at this time. Councilor O’Hara stated that he is in favor of no sidewalks.

Ayes – Pollard, O’Hara. Nays – Scanlon, Paul, Hakes.

Carried

Resolution – Highway: Councilor Pollard made a motion seconded by Councilor Hakes to accept the following resolution regarding the Highway Department.

Ayes – Scanlon, Hakes, Paul, O’Hara and Pollard.

Carried

Whereas, the Marcellus Town Board, in an effort to put an end to the Marcellus Highway Department’s year-long investigation, and

Whereas the Onondaga County Sheriff Department’s investigation has been completed and closed, and

Whereas, the District Attorney will not be prosecuting or bringing charges and has also closed their files, and

Whereas, the Marcellus Town Board acknowledges the stressful situation that the residents, the Board and especially the highway department, have been subjected to, and

Whereas, the Town Board will continue to support the Highway Superintendent and highway employees, and

Whereas, the Town Board wants to thank the Superintendent and all the highway employees for their many years of dedicated service to our community

Therefore, let it be resolved that the issues affecting the highway department and the whole community, are OVER, DONE. NOW IS THE TIME TO MOVE ON & PUT ALL OF THIS BEHIND US.

The Marcellus Town Board

APRIL 14, 2014 SUPERVISOR UPDATES

APRIL 24TH WORKSHOP MEETING: The meeting was supposed to be at the Fire Station due to large number of residents from Marietta expected to attend to hear the DEC & County Soil & Water speak about last year's well contaminations—it will be here at the Town Hall since that will not be happening. The reason is because instead of 2 agencies, 15 different agencies will participate in a one day meeting for all municipalities in central NY to be held some time end of April, beginning of May at the State Fair Grounds. As details are received, we will post on our website & also alert Marietta area residents of the program.

TOWN SAFETY COMMITTEE: Since safety is a primary concern of mine I am happy to state the Marcellus Town Safety Committee had its first meeting Tues. April 1st. A productive one hour meeting ended with several areas to be followed up on. The 2nd quarter meeting is scheduled for July 1st.

HARRASSMENT IN THE WORKPLACE TRAINING: will be held on Wed. April 16th at 10:00 AM & 7:00 PM & will be conducted by HR ONE. All town employees & elected officials will attend.

BIO-TIME CLOCK: The software is almost completed & soon the system should be up & running in the highway department thus eliminating any of the previous time clock discrepancies.

SEWER CONSOLIDATION: It is moving along. The next step is the replacement of a main trunk line that crosses under North St. in the vicinity of the High School driveway. Be prepared for detours around the work site which should be in operation for approx. 5 days starting Mon. April 21st. Also, some work will be in the vicinity of Sheehan Rd. & Scotch Hill Rd. affecting a few Town residents. They have already been notified by the Village who is the primary or head agency for the consolidation.

Items from the Board

Councilor Hakes read his resignation letter.

Items from the Floor

A town resident congratulated Councilor Hakes.

Supervisor Paul stated that the Board will declare a vacancy. She would like to advertise for the position if all board members are in agreement.

Councilor O'Hara also congratulated Councilor Hakes and wishes him the best.

A resident asked if there could be any questions regarding the Highway Issue or if the Resolution is stating that the Town Board is done taking questions on that issue.

Councilor Scanlon made a motion seconded by Supervisor Paul to adjourn the Marcellus Town Board meeting at 8:32 P.M.

Ayes - Scanlon, Hakes, Paul, O'Hara and Pollard.

Carried

Respectfully submitted,

Sandy Taylor, Town Clerk