

TOWN OF MARCELLUS
TOWN BOARD MEETING MINUTES
Monday, May 12, 2014

A regular meeting of the Town Board of the Town of Marcellus, County of Onondaga, State of New York was held on Monday, May 12, 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

Also present: Don MacLachlan, Highway Superintendent; Phil Coccia, Recreation Director; John Houser, Codes Officer; Tracie Barnes, Bookkeeper; Jim Gascon, Town Attorney; approximately 14 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 Supervisor Paul to amend the agenda by adding; recovery of overpayment and IMA (Intermunicipal Agreement) to the agenda. The motion was seconded by Councilor Scanlon.

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

Carried.

Copies of the minutes of the Town Board Meeting held on the held on Monday, April 14, 2014 and the Workshop Meeting held on Thursday, April 24, 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, Paul, O'Hara and Pollard.

Carried.

The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk, Abstract #5 as of May 12, 2014 Claims #140404-140408, 140413-140488 and 900625.

	<u>Expenses</u>
General Fund	\$ 52,125.24
General Fund – Part Town	569.33
Highway – Town Wide	19,114.00
Fire	222,816.00
Sewer	460.10
Capital Projects	<u>2,830.00</u>
Total	\$297,914.67

Board Members were given copies of the Activity Report as of May 12, 2014 and monthly statement of bank balances as of May 12, 2014.

	<u>Total Revenue</u>	<u>Total Expense</u>
General Fund	\$ 878,782.37	\$ 458,297.39
General Fund – Part Town	100,851.00	32,419.97
Highway – Town Wide	371,879.96	198,385.35
Highway – Part Town	292,058.00	12,315.40
Fire District	597,763.95	423,928.00
Hydrant Fund	1,945.00	1,071.18
Ambulance Fund	277,271.00	144,483.50
Sewer District	126,800.00	35,208.67
Water District	190,819.00	81,577.59

Budget Transfers:

A Fund

From	To	
A.1315.4 Accountant, Contractual	A.1315.2 Accountant, Equipment	335.00
A.1990.4 Contingent Account	A.1430.4 HR Contractual	15,437.14
A.1990.4 Contingent Account	A.1440.4 Engineer, Contractual	4,562.86
A.3510.4 Dog Control Contractual	A.1440.4 Engineer, Contractual	2,662.53
A..1335.4 Assessor, Contractual	A.1335.2 Assessor, Equipment	174.00
A.2025.0 Pavilion Revenue	A.7110.43 Park Pavilion Refund	335.00
A.2089.0 Adult Rec Revenue	A.7620.41 Adult Rec Refund	700.00
A.8160.4 Refuse & Garbage Contractual	A.9040.8 Workers Comp	3,733.00

SF Fund

From	To	
SF.3410.4 Fire Dept. Contractual	SF.9950.9 Truck Reserve	12,425.00

Inter Fund Transfer – Highway Fund DA to General Fund A to cover Oil Separator Repair

DA5130.2 Machinery Equipment	A.1620.2 Buildings, Equipment	3,729.48
DA5130.2 Machinery Equipment	A.1620.22 Buildings, Repair	359.53

Councilor O’Hara made a motion seconded by Councilor Pollard to approve and pay the bills, approve the monthly activity report as of May 12, 2014, the monthly statement of bank balances as of May 12, 2014 and the Budget Transfers.

Ayes – Scanlon, Paul, O’Hara and Pollard Carried

Recreation: A motion was made by Councilor O’Hara and seconded by Councilor Scanlon to accept the following recreation agreements for Concerts in the Park:

Mere Mortals	June 26, 2014	\$700.00
Joanne Perry and the Combination	July 3, 2014	\$600.00
Ayes – Scanlon, Paul, O’Hara and Pollard.		Carried.

Highway Department:

Truck Purchase:

#001-14
**TOWN BOARD RESOLUTION
TOWN OF MARCELLUS**

SUBJECT TO PERMISSIVE REFERENDUM

At a regular meeting of the Town Board of the Town of Marcellus, held at the Town Hall, 34 East Main Street, in said Town, County of Onondaga and State of New York on Monday May 12, 2014 at 7:00 P.M., there were:

PRESENT:	Mary Jo Paul	Supervisor
	Karen Pollard	Councilor
	Kevin O'Hara	Councilor
	John Scanlon	Councilor

WHEREAS, the Town of Marcellus Highway Department has advised, the Town Board of the Town of Marcellus of its continuing need to repair, replace and update its fleet of equipment; and

WHEREAS, the Town of Marcellus Highway Department Desires to acquire a new vehicle; and

WHEREAS, available through County of Onondaga Division of Purchase, Bid Reference Number 7823 is a 2015 Western Star 4700 SF Cab and Chassis, at a contract price not to exceed \$184,272

WHEREAS, pursuant to Section 6-C of the General Municipal Law, the Town Board of the Town of Marcellus has created, by means of a resolution, a capital reserve fund known as the "Truck Capital Reserve Fund" for the purpose of funding the purchase of a truck in the Town of Marcellus; and

WHEREAS, such fund has been maintained in accordance with Section 10 of the General Municipal Law; and

WHEREAS, the Town Board of the Town of Marcellus is desirous of expending monies from the Truck Capital Reserve Fund of the Town of Marcellus and for the purchase of the aforementioned 2015 Western Star 4700 SF Cab and Chassis for use by the Town of Marcellus Highway Department in the physical betterment and improvement of the Town; and

WHEREAS, said truck shall be purchases from Tracey Road Equipment, Inc. at a purchase price of One Hundred Eight Four Thousand Two Hundred Seventy Two Dollars using monies from the Truck Capital Reserve.

NOW THEREFORE, BE IT RESOLVED, the Town of Marcellus Town Supervisor is hereby authorized to enter into an agreement to acquire 2015 Western Star 4700 SF Cab and Chassis, at a price not to exceed One Hundred Eight Four Thousand Two Hundred Seventy Two Dollars from Tracey Road Equipment, Inc.

BE IT FURTHERE RESOLVED that the sum of One Hundred Eight Four Thousand Two Hundred Seventy Two Dollars and 00/100 (\$184,272) Dollars, from the Truck Capital Reserve Fund, be designated for expenditure in furtherance of the acquisition of 2015 Western Star 4700 SF Cab and Chassis; and

BE IT FURTHERE RESOLVED, that this resolution is subject to permissive referendum as provided in Article 7 of the Town Law; and

BE IT FURTHERE RESOLVED, that pursuant to Section 90 of the Town Law, that within ten (10) days from the date of this resolution the Town Clerk shall post and publish a notice which shall set forth the date of the adoption of the resolution, shall contain an abstract of said resolution concisely setting forth the purpose and effect thereof, shall specify that this resolution was adopted subject to a permissive referendum, and shall publish such notice in the “Eagle Observer”, newspaper published in Onondaga County having general circulation in the Town of Marcellus, and in addition thereto that the Town Clerk shall post or cause to be posted on both the sign board and Website of the Town of Marcellus, a copy of such notice within ten (10) days after the date of adoption of this resolution.

Said resolution was offered by Councilor Scanlon and seconded by Councilor O’Hara.

VOTE:	Mary Jo Paul	Supervisor	Aye
	Karen Pollard	Councilor	Aye
	Kevin O’Hara	Councilor	Aye
	John Scanlon	Councilor	Aye

Resolution Duly Adopted.
Date: May 12, 2014

Clothing Allowance: A motion was made by Councilor Pollard and seconded by Councilor O’Hara to authorize the change from renting clothing, (for the Highway Department) from ARAMARK (at approximately \$10,000 per year) , to purchasing clothing from a designated supplier for the Town Highway Department starting June 9, 2014. The Superintendent of Highways will supply employees with a list of approved apparel and footwear. This will start June 9, 2014 for a total of \$325 per employee (prorated from the first of the year) for the remainder of 2014.

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

Cell Phones: A motion was made by Councilor O’Hara and seconded by Supervisor Paul to amend the cell phone resolution effective date from June 1, 2014 to a back date of March 14, 2014.

A motion was made by Councilor O’Hara and seconded by Councilor Scanlon that the Marcellus Town Board agrees to pay a monthly stipend of \$25/month per highway employee and \$45/month for the Highway Superintendent for the Highway employees using their own personal phones for Town Business.

Ayes - Scanlon, Paul, O’Hara and Pollard. Carried.

Fire Department: At the last Workshop Meeting, April 24, 2014, Dave Card from the Marcellus Fire Department presented the Marcellus Town Board with 2 ideas to renovate 3 vacant ambulance bays within the Fire station. In their estimates to replace the overhead doors, wood/stucco at approx. \$15,000 or block at approx. \$30,000, the estimates did not reflect Prevailing wage. A motion was made by Councilor Scanlon and seconded by Councilor Pollard to table the approval of the renovation until the Workshop Meeting to be held on May 22, 2014.
Ayes – Scanlon, Paul, O’Hara and Pollard. Carried.

Supervisor Paul just recapped the Budget Transfer for the Fire Department as follows:
Contractual Payments (SF.3410.4000) deduct \$12,425 from \$308,860
Truck Reserve Fund (SF.9950.9000) add \$12,425 to \$62,500.

Spill Investigation: A motion was made by Councilor Scanlon and seconded by Councilor Pollard to approve the Spill Investigation Program Summary Report by TDK, Engineering Associates, P.C.
Ayes – Scanlon, Paul, O’Hara and Pollard. Carried.

Recovery of Payments: Supervisor Paul asked the board to think about how they want to precede regarding the miscalculation of Holiday Pay from 2011 – 2012. This will be discussed at the May Workshop Meeting.

IMA: There was discussion about an IMA (Intermunicipal Agreement) between the Town Board and the Marcellus Central School District for a community based Softball Field project. Jim Gascon, Town Attorney, stated that an IMA’s must be for a specific item and cannot be all encompassing. Jim Gascon, Town Attorney, will work with the school attorney to create a form for IMA’s.

Supervisor Update:

MAY 12, 2014

SUPERVISOR UPDATES

M.A.C. I recently attended the Marcellus Academic Club’s 15th Annual Honors Recognition Dinner where the “best & the brightest” were acknowledged. There were 32 Honors Students & 29 High Honors students recognized for their academic accomplishments.

TOWN BOARD VACANCY: As of today, the Town Board has received 6 letters of interest from Marcellus residents. Interested parties have until May 21st to apply. The Board will then set up interviews so the Board can interview the applicants & so the applicants can interview the Board. The plan is to declare a vacancy & appoint a new Board member at the June 9th meeting.

SAM GRANT: The \$50,000 Grant for work at the park has been completed & submitted.

GREEN GRANTS: The 2 green grants presented at the workshop meeting whereby the Town can acquire \$2,500 for each—about making the process easier for property owners to go solar & to accommodate electric plug-in cars. The 2 “green initiative” resolutions will be voted on at the June 9th meeting.

EMPLOYEE HANDBOOK REVISION: The Board received the updated version of our current handbook. We are now reviewing & will discuss the needed changes at our May 22nd Workshop Meeting.

EMPLOYEE HARASSMENT COMPLAINTS: HR ONE continues to investigate the previous & new harassment complaints. The Board will receive updates as to the progress & resolution of each complaint.

BIO-CLOCK: Due to a few glitches, the start up for the bio-clock did not happen last Mon., but will be up & running this week. I'm sure we will have a few more glitches along the way, but will have a better system when fully operational.

SHRED DAY SUCCESS: Kevin O'Hara

Councilor O'Hara stated that Shred Day was a big success. Everyone that came seemed to appreciate the fact that the Town did this for the Town residents.

Items from the Board – Supervisor Paul stated that the Board will be meeting with Council at conclusion of the Town Board Meeting.

Items from the Floor- Don MacLachlan, Highway Superintendent, stated that they may start taking Flags next year. Also, Weitsman's Scrape Metal will take units with Freon for free because of the scrap metal. The Highway Superintendent will check into this for the Fall Trash Days.

A Town resident stated that the appointment to the Board must be made in an Open Meeting and the schedule must be published when they interview.

A Town resident stated that the Town should think about who they have to represent them. This resident stated that the Town Attorney had sent a threatening e-mail to a Town resident.

Motion to Adjourn: Councilor Pollard made a motion seconded by Councilor Scanlon to adjourn the Marcellus Town Board meeting at 8:20 P.M.

Ayes – Scanlon, Paul, O'Hara and Pollard.

Carried.

Respectfully submitted,

Sandy Taylor, Town Clerk