

**VILLAGE OF MANLIUS
BOARD OF TRUSTEES
March 28, 2017 Regular Meeting**

PRESENT: Mayor Whorrall; Trustees Abdo-Rott, Pilewski, Pfeiffer and McGrew.

ABSENT: None

OTHERS:

Rick James, Village Attorney; Martha Dygert, Administrator/Clerk; Lisa Lucken, Rich DeGuida, MRB Group; Hayleigh Gowans, Eagle Bulletin; Brad Pinsky, Fire Chief; David Haase, MFD; Mike Osterhaut, Matt Osterhaut, Michael Osterhaut, Ray Dill, Assistant Chief; Bob Bennett, Deputy Chief; Chris Sherwood, DPW Superintendent; and Colin Leonard, Village Labor Counsel.

Mayor Whorrall opened the meeting at 7:00 p.m. in the Board Room at Village Centre. The Pledge of Allegiance was recited and he welcomed those present. Thanked the Board that he has worked with for the last 4 years and feels that they have done a lot and still have quite a few things left to accomplish. All will be working hard over the next month to formulate a budget that will be good for both the Village and the outstanding projects but also for the residents.

MINUTES

The minutes of the March 16, 2017 Regular Meeting were presented to the Board for review. **Motion by Trustee Pfeiffer, seconded by Trustee McGrew to approve the meeting minutes as submitted.**

MOTION CARRIED 4-0

TRAINING REQUISITION

DPW

- Asphalt Paving Principles – April 13, 2017 Jeff Lewis Approx Cost: \$50
Motion by Trustee Pilewski, seconded by Trustee Abdo-Rott to approve the Assistant Superintendent training requisition as submitted. **MOTION CARRIED 4-0**

- 2017 Highway School – June 12-14, 2017 Chris Sherwood Approx Cost: \$110.00
Motion by Trustee Pfeiffer, seconded by Trustee Abdo-Rott to approve the DPW Superintendent training requisition as submitted. **MOTION CARRIED 4-0**

- Local Roads Done Right – May 17, 2017 Chris Sherwood Approx Cost: \$50.00
Motion by Trustee Pilewski, seconded by Trustee Abdo-Rott to approve the DPW Superintendent training requisition as submitted. **MOTION CARRIED 4-0**

DEPT REQUISITIONS

DPW

- PubWorks Asset & Fleet Maintenance Mgmt Software Cost: \$15,875.00
DISCUSSION: DPW Superintendent Sherwood explained the benefits of having this software which would track all the Village assets: Properties, catch basins, drainage projects, fleets, etc. It would incorporate GIS mapping which would help all departments. Trustee Abdo-Rott feels that this will be a great tool for the Village and that there would be time needed on the front side for data entry. It is estimated by Mr. Sherwood that he would need roughly 120 hours for data input. The Cartograph software that we were looking at was \$32,000. He is proposing the purchase of two licenses – one in the Clerk's office and one in the DPW.
Motion by Trustee Abdo-Rott, seconded by Trustee Pfeiffer to approve the purchase of the PubWorks software as submitted. **MOTION CARRIED 4-0**

FIRE/EMS

- Trux Outfitters Utility Trailer Cost: \$3411
Motion by Trustee McGrew, seconded by Trustee Pfeiffer to approve the requisition for DISCUSSION: Trustee McGrew stated that he looked into the pricing for trailers and that the prices submitted were for two aluminum trailers and one steel trailer. He obtained a quote from TriTank Corp for \$200 less than the price from Trux. There are two trailers

being purchased – one by the Fire Co and one by the Village, a 12' trailer and a 14' trailer. Chief Pinsky stated that the trailers quoted will all support the load for the wildland equipment. It was unclear which trailer was purchased by the Fire Company. Trustee McGrew stated that he should have sought quotes for comparable trailers. Chief Pinsky isn't sure which trailer was purchased by the Fire Company and he is asking the Board to approve a NTE price so that they can order the trailer. Chief Pinsky asked to hold on this approval until he can get more information on which trailer the Village should approve – the 12' and 14'

HOLD (Later in mtg – Public Forum)

Capital Fire Station

- Garam Group IT Network Installation Cost: \$42,795
Mrs. Dygert stated that the hardware was quoted through CDW-G who has the NYS contract pricing for IT hardware. Trustee Pfeiffer asked if the telephone system was included in this approval and Mrs. Dygert stated that it was not included.

Motion by Trustee Pfeiffer seconded by Trustee Pilewski to approve the Garam Group requisition as submitted
DISCUSSION: Trustee Pilewski questioned whether there are other firms to provide these services and would it benefit us to shop around for this. Trustee Pfeiffer explained that the only component that we will see change is the 96 hours at \$115/hour and the last time she compared hourly rates that Garam was right in line with other companies and they are already familiar with what we do and she is comfortable with this.

MOTION CARRIED 4-0

Mayor welcomed the boy scouts in the audience and asked them to introduce themselves. They are here to earn their communications badges – Mikey & Matt Osterhaut.

ABSTRACTS

A copy of General Fund Abstract #017 was received and reviewed by the Board in the amount of \$37,570.68. **Motion to approve made by Trustee McGrew, seconded by Trustee Pfeiffer and order the claims paid.**

MOTION CARRIED 4-0

A copy of Capital Fire Station Abstract #817 was received and reviewed by the Board in the amount of \$593,778.60. **Motion to approve made by Trustee McGrew, seconded by Trustee Pilewski.**

MOTION CARRIED 4-0

DEPARTMENT REPORT

DPW – Chris Sherwood addressed the Board. In addition to his written report, he is seeking Board approval for the following:

Promotion – Martinez PWMW

Motion by Trustee Abdo-Rott, seconded by Trustee McGrew to approve the appointment of Josh Martinez to the position of PWMW, a promotion from Laborer II, for a one year probationary period to commence April 3, 2017.

MOTION CARRIED 4-0

DPW – Staffing Changes

Motion by Trustee McGrew, seconded by Trustee Pfeiffer to authorize the elimination of one Laborer II position and create one PWMW position within the Dept of Public Works.

MOTION CARRIED 4-0

Appointment – Brennan PWMW

Motion by Trustee Abdo-Rott, seconded by Trustee Pfeiffer to approve the appointment of Thomas Brennan to the position of PWMW for a one-year probationary period commencing April 17, 2017 at a rate as outlined in the current Teamsters Collective bargaining agreement.

MOTION CARRIED 4-0

Recreation – written report received at meeting.

Casey's Place – Gymnasium Reservation

This group is looking to use the Village Centre Gym on Tuesdays after school as an "open gym" type atmosphere. Casey's Place provides a break for caregivers while providing a safe, nurturing environment assisting children in developing socialization skills, peer relationships and independent living skills in a home setting. They would like use of the gym between 2-4pm with roughly 5 participants plus supervision.

Motion by Trustee Pfeiffer, seconded by Trustee Abdo-Rott to allow Casey's Place to use the gym on Tuesdays from 2:00 pm to 4:00 pm.

MOTION CARRIED

Keep it Soccer Syracuse, LLC – Papaleo

Requested permission to use the soccer field located next to the Swan Pond. The Parks & Rec Board have recommended a fee affixed to this approval in an amount of \$3500 or \$36 per hour. The Board discussed this issue at length. Mayor Whorrall feels that the Village should not be charging for use of the field as the F-M School provides all the maintenance on it. Trustee Pilewski stated that he felt that the Village had a right to charge for use of the field. The Board opted to hold on this issue pending further discussion.

Security Equipment Bid – Capital Fire Station

Motion by Trustee McGrew, seconded by Trustee Abdo-Rott to approve the bid specifications for the new security system for the fire station and put those out to bid. DISCUSSION: Trustee McGrew asked if the bid receipt/opening date could be changed until April 4th and the Board agreed.

MOTION CARRIED 4-0.

Letter of Support – Manlius Senior Centre Grant application

Motion by Trustee Pfeiffer, seconded by Trustee McGrew to authorize the Mayor to draft a letter of support for the Manlius Senior Centre grant application for funding for carpeting for the MSC Office.

MOTION CARRIED 4-0

Administrator – No written report was submitted. Mrs. Dygert stated that she received communications from the Fire Company Secretary as follows:

Communication – Manlius Fire Co Membership

Based on communication from the Fire Co Secretary, **Motion to approve the addition of Ryan McGovern (Fire/EMS), Laurie Best (Auxiliary) and Janice Maggio (EMS) to the Manlius Volunteer Fire Company.**

Communication – Manlius Fire Co Resignation

Motion to accept the resignation of Dr. Joe Markham from the Manlius Vol Fire Company. Made by Trustee Pfeiffer, seconded by Trustee McGrew to approve both.

MOTION CARRIED 4-0

TRUSTEE REPORTS

Trustee Pilewski – Gave the Court report for February 2017. Trustee Pilewski submitted a correspondence from the F-M Little League regarding a proposal for siding on the Snack Shack to be performed by a volunteer, former little league member, Tim DeBlois. Attorney James stated that it could be approved pending receipt of the required proof of Worker’s Compensation coverage and Liability insurance naming the Village as additional insured for this work.

Little League – Snack Shack Renovation

Motion by Trustee Pfeiffer, seconded by Trustee Pilewski to approve this proposal conditionally pending receipt of the necessary insurance.

MOTION CARRIED 4-0

Trustees Abdo-Rott, McGrew and Pfeiffer had nothing to report.

ATTORNEY REPORT –

- Walked Wesley Street and stated he didn’t feel there were any issues with the signage there and that the Police Dept should be able to enforce.

MAYOR REPORT

- Mayor gave a brief overview of where we are in the budget process. He stated that the office staff was working with him to look at some areas where some department requests could be reduced. He would be bringing the tentative budget to the Board next week.
- NYCOM Zombie property legislation workshop to be held at the Village Centre on Thursday, March 30th from 6:30 to 8:30 p.m.
- NYCOM Conference begins Sunday May 7th
- CRC Meeting to be held on April 7th from 5:30 to 8:00 p.m.
- Fire Station update

Fire Station Change Orders – Room 105

Motion by Trustee Pfeiffer, seconded by Trustee Pilewski to approve the change orders: #2 – J&E Electric in the amount

of \$2130.00 and #5 – Bette & Cring in the amount of \$4,984 for the changes to the EMS Storage Room #105.
MOTION CARRIED 4-0

Public Forum

Lisa Lucken stated she would be willing to assist in any way she could with the data entry on the PubWorks software for the DPW.

Rich DeGuida stated that the report on Glenclyffe had been filed with the NYSDEC.

Ray Dill had questions regarding adding stone to his driveway.

Fire Dept Trailer

With regard to the Fire Dept trailer, he is asking the Board to approve a NTE of \$3411 for a 14' trailer pending the trailer details be sent to Trustee McGrew prior to ordering. Motion by Trustee McGrew, seconded by Trustee Pfeiffer to approve the purchase of a 14' wildland equip trailer in a NTE amount of \$3411 with final approval to be given by Trustee McGrew.

MOTION CARRIED 4-0

Executive Session

Motion by Trustee McGrew seconded by Trustee Pilewski to enter executive session to discuss a personnel matter in the Fire Department.

MOTION CARRIED 4-0

The Board entered executive session at approximately 8:15 p.m.

Motion by Trustee Pfeiffer seconded by Trustee McGrew to leave executive session and re-enter the regular meeting.

Motion Carried 4-0

The Board re-entered the regular meeting at approximately 8:45 p.m.

ADJOURN

Motion by to adjourn the meeting made by Trustee Pilewski and seconded by Trustee McGrew.

Motion Carried 4-0

The meeting was adjourned at approximately 8:45 p.m.

Respectfully submitted by,

Martha Dygert
Administrator/Clerk