

**VILLAGE OF MANLIUS
BOARD OF TRUSTEES
December 12, 2017 Regular Meeting**

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

ABSENT: None

OTHERS:

Martha Dygert, Administrator/Clerk; Chris Sherwood, DPW Superintendent; Bob Bennett, MFD; David Haase, MFD; Megan Randall, Rec Director, Rich DeGuida, MRB Group.

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.

MINUTES

The minutes of the November 28, 2017 regular meeting were presented to the Board for review. **Motion by Trustee Pfeiffer, seconded by Trustee Pilewski to approve the meeting minutes as submitted.**

MOTION CARRIED 4-0

COMMUNICATION - Manlius Fire Co

The communication from the resident of Meadowridge has already been addressed and the trees have been taken down. No further action is necessary by the Board.

TRAINING REQUISITIONS

Treasurer/Codes

- Codes Training Montour Falls: 1/29-2/1; 3/19-3/22; 4/17-4/19; 4/24-4/26

Approx Cost: \$2100 total

Motion by Trustee Pfeiffer, seconded by Trustee Abdo-Rott to approve the codes training requisitions as submitted.

MOTION CARRIED 4-0

DEPARTMENT REQUISITIONS

- VanderMolen Fire Apparatus Additional Repairs Engine 1

Cost: \$6799.11
\$6425.00
\$2144.00
\$1028.16

Prior to entertaining a motion to approve, Mayor Whorrall gave an outline of the proposals and the reason why no other quotes have been solicited. He also indicated that it makes sense, as the maintenance has obviously been neglected on this apparatus, that while it is apart for other repairs, that we go ahead and have all done now. He made a recommendation that the Board approve these additional repair quotes. He stated that he will meet with the Chief on Friday to discuss.

Motion by Trustee Pfeiffer, seconded by Trustee McGrew to approve the additional repairs to Engine 1 by VanderMolen in the amounts as outlined.

MOTION CARRIED 4-0

ABSTRACTS

A copy of General Fund Abstract 011 was received and reviewed by the Board in the amount of \$86,585.76 **Motion to approve made by Trustee McGrew, seconded by Trustee Pfeiffer to approve the abstract and order the claims paid.**

MOTION CARRIED 4-0

A copy of Trust & Agency Abstract #301 was received and reviewed by the Board in the amount of \$1258.00. **Motion to approve made by Trustee Pfeiffer seconded by Trustee Pilewski.**

MOTION CARRIED 4-0

DEPARTMENT REPORTS

DPW – Chris Sherwood was present to answer questions. He is seeking Board approval for the hiring to fill the vacancy in the DPW (PMMW).

Appointment – PMMW David Price

Motion by Trustee Abdo-Rott, seconded by Trustee Pfeiffer to approve the appointment of David Price of Fayetteville to the position of PMMW in the DPW, to begin January 2, 2018 with salary as outlined in the current Collective Bargaining Agreement.

MOTION CARRIED 4-0

Administrator – Mrs. Dygert gave an oral report to the Board with updates on the following:

- **Capital Fire Station –** Substantial Completion Prime Contractors. Mrs. Dygert will defer to the Mayor for any further discussion on this. Mrs. Dygert feels that we should wait on approving these until we have some more information from the FD Administrator regarding outstanding issues. Mayor Whorrall agreed.
- **Garam Group Business 360 –** After discussion it was determined that more information will need to be gathered, i.e. what this covers and what our current recurring monthly fees are for all departments. Mrs. Dygert to reach out to Garam Group for more information to bring back to next meeting.
- **Moulter Street “No Parking” Request –** Tina Lee, resident of Moulter Street has brought to our attention an issue with parking on Moulter Street which is causing some residents a hardship as it blocks them from being able to get vehicles out on Moulter Street. Mayor Whorrall researched the issue and agrees that the Village should draft a local

law to address this. **Motion by Trustee Pilewski, seconded by Trustee Abdo-Rott to approve the drafting of a local law to allow for no parking on Moulter Street.** MOTION CARRIED 4-0

- **Fire Contracts – Town of Pompey & Town of Manlius**
Motion by Trustee Pilewski, seconded by Trustee McGrew to authorize Julie McCreery’s girl scout troop to schedule an overnight event at Mill Run Park to be held on June 23-24, 2018 MOTION CARRIED 4-0
- **Authorized Cardholders Resoluition and Updated Credit Card Policy** – a draft proposed resolution and policy was presented to the Board.

RESOLUTION OUTLINING AUTHORIZED CARDHOLDERS AND CARD LIMITS

The Village Board of the Village of Manlius, in the County of Onondaga, State of New York, met in regular session at the Village Centre in the Village of Manlius, located at One Arkie Albanese Ave, Manlius, NY on the 12th Day of December, 2017 at 7:00 p.m.

The meeting was called to order by Mayor Paul Whorrall and the following were present, namely:

Paul Whorrall	Mayor
Nancy Pfeiffer	Trustee
Janice Abdo-Rott	Trustee
Scott McGrew	Trustee
Thomas Pilewski	Trustee

The following resolution was moved, seconded and adopted:

WHEREAS, an updated and amended Credit Card Policy was adopted by the Board of Trustees of the Village of Manlius (“ Village Board”) on October 25, 2016 and,

WHEREAS, the Village Board recognizes the need to have the availability of credit cards for use by Village officers and employees from time to time; and

WHEREAS, Key Bank, is a financial institution in good standing and an authorized depository of Village funds; now, therefore be it

RESOLVED, on motion by Trustee McGrew, seconded by Trustee Abdo-Rott to authorize the following officers and employees as authorized cardholders under the Village of Manlius account with usage as dictated by the newly adopted Policy and card limits as listed:

<i>Paul Whorrall, Mayor</i>	<i>\$3000.00</i>
<i>Scott McGrew, Trustee</i>	<i>\$2000.00</i>
<i>Janice Abdo-Rott, Trustee</i>	<i>\$2000.00</i>
<i>William Nickal, Admin Asst Fire Dept</i>	<i>\$2000.00</i>
<i>Martha Dygert, Administrator/Clerk</i>	<i>\$3000.00</i>
<i>Christopher Sherwood, DPW Superintendent</i>	<i>\$2000.00</i>
<i>Jeffrey Lewis, Assistant Superintendent</i>	<i>\$2000.00</i>
<i>Megan Randall, Recreation Director</i>	<i>\$2000.00</i>
TOTAL ACCOUNT LIMIT	\$18,000.00

and, be it further

RESOLVED, that the Village Administrator/Clerk is hereby authorized to initiate the application process with Key Bank for a credit account under the Village of Manlius.

- **Safety Coordinator Appointment**
Motion by Trustee Abdo-Rott, seconded by Trustee McGrew to appoint Mayor Whorrall as Safety Coordinator for the Village of Manlius MOTION CARRIED 4-0
- **Execute Annual PERMA Employer’s Liability Agreement**
Motion by Trustee Pfeiffer, seconded by Trustee Abdo-Rott to authorize the Administrator or Mayor to sign the PERMA Employer’s Liability Agreement. MOTION CARRIED 4-0
- **Paid Family Leave Law**
Mrs. Dygert explained that per recent legislation adopted by NYS, employers are required to provided paid Family leave for their employees however the public sector has the ability to opt in but is not required. Mrs. Dygert is recommending the Village Board vote NOT to opt in. The Board discussed this at length.
Motion by Trustee Pfeiffer, seconded by Trustee Abdo-Rott to direct the Administrator to notify our Disability insurance carrier that the Village of Manlius will not opt in to the paid family leave. MOTION CARRIED 3-1 (Pilewski)
- **Additional Payment Codes**
The Board received a printout drafted by LouAnne Randall outlining additional hours incurred for the Codes Enforcement coverage in the absence of a permanent Codes officer. The additional hours total 30.75.
Motion by Trustee Pfeiffer seconded by Trustee Abdo-Rott to approve the payment to LouAnne Randall for 30.75 hours at a rate of pay of \$20/hour. MOTION CARRIED 4-0

Recreation – Megan Randall was present to answer questions.

TRUSTEE REPORTS

Trustee Pilewski – Gave November court report.

Trustee Abdo-Rott – Asked that we advertise again for the mechanic position on Craigslist and on the NYCOM website. Also possibly contact the Chamber of Commerce.

Trustee McGrew – Nothing additional to report

Trustee Pfeiffer – Nothing additional to report

ATTORNEY REPORT – Attorney James was not present

MAYOR REPORT

- F-M School annual dinner – Mayor thanked everyone who attended.
- Mayor’s Association dinner update
- Village holiday lunch to be held on December 22, 2017.
- Proclamation National School Choice Week – After discussion motion by Trustee Pfeiffer, seconded by Trustee Pilewski to support this proclamation.
- Mayor also gave updates on Filtertech, office renovations and Fire department.

Public Forum

No one wished to speak.

Executive Session

Motion by Trustee Abdo-Rott, seconded by Trustee McGrew to enter executive session at 8:15 p.m. Motion Carried Trustee Pfeiffer was not in executive session

Motion by Trustee McGrew, seconded by Trustee Abdo-Rott to come out of Executive Session and re-enter the regular meeting at 8:40 p.m. Motion Carried

ADJOURN

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

MOTION CARRIED 3-0

The meeting was adjourned at approximately 8:42 p.m.

Respectfully submitted by,

Martha Dygert
Administrator/Clerk