

**VILLAGE OF MANLIUS
BOARD OF TRUSTEES
February 9, 2021 Regular Meeting**

PRESENT: Mayor Whorrall, Trustee Pilewski, Trustee McGrew, Trustee Abdo-Rott, and Trustee Chapman.

ABSENT: None

OTHERS: Martha Dygert, Administrator/Clerk-Treasurer; Brad Hunt, Village Attorney; Mike Decker, Codes Enforcement; Fire Chief Jansen Casscles; Lisa Baker, Deputy Clerk-Treasurer; Chris Sherwood, DPW Superintendent, Ann Smith, Manlius Senior Center.

Mayor Whorrall opened the meeting at 7:00 p.m. The Pledge of Allegiance was recited and he welcomed those present.

PUBLIC FORUM

Cindy Murphy, mother of a current F-M High School senior was present and asked the Board to consider lighting up the pond green to honor the students. She stated that Fayetteville is putting a banner across Salt Springs Road and would like the Village of Manlius to consider doing something similar. Mayor Whorrall stated he would work with the Village Board and the DPW to work on something which will pay tribute to those students who have been made to sacrifice during these unprecedented times.

COMMUNICATIONS

Town of Manlius Engineer

Mrs. Dygert explained that a notice had been received from the office of the Town Engineer asking for confirmation and substantiating proof that the Village is currently maintaining the stormwater facilities at the new fire station as per the guidelines set forth in the SWPPP (Storm water pollution prevention plan). Mrs. Dygert reached out to Napierala Consulting for assistance and their office would be reaching out to the Town directly. The storm water facilities had not, as yet, been approved and accepted by the Town and she is looking for confirmation that this has been completed. No Board action was required for this.

Health Department – Notice of No Violation

Mrs. Dygert had provided the Board with the notice received regarding the inspection of the kitchen facilities at the Village Center. There were no violations found in the facility.

Resignation – Part-Time Firefighter Cherchio

The Board was provided with the notice of resignation submitted by part-time Firefighter Nick Cherchio which is to be effective as of January 19, 2021. Mr. Cherchio has been with the department on a part-time basis for several years.

Motion by Trustee Abdo-Rott, seconded by Trustee McGrew to accept the resignation of Mr. Cherchio as submitted, with regret.
MOTION CARRIED 4-0

Charter Communications – Channel Lineup Change

As required under the terms of the franchise agreement, submitted to the Village Clerk was the notice outlining changes in the channel lineup for Charter/Spectrum communications.

Girl Scout Project – Gaga Pit

Katelyn Duerr and Elizabeth Kilmer, from Girl Scout Troop 10642, are requesting permission to construct a Gaga pit, in an effort to obtain the Silver Award. The scout members explained particulars about the sport and what the project would entail. They would like to construct this pit on Village property with the pledge that the scouts would continue to maintain the structure in perpetuity.

The Board discussed this topic. Trustee Abdo-Rott had been in contact with the scout leader, Tracey Duerr as had Trustee Pilewski. Altogether with materials, the total cost of the structure would be roughly \$500-600 and the girls would seek funding sources as part of their project. The Board need to approve this project prior to finalizing the project plans.

Attorney Hunt to research and report back to the Board at the next meeting.

OCWA Hydrant Install – Ravenswood

Plans to install/replace the water main on Ravenswood Lane was provided to the Board. Per the communication from OCWA engineer Joseph Knauer, there is a need to install one additional hydrant to comply with the current Ten State Standards, with spacing from 350-600 feet apart.

The Village will be required to pay \$216.30 per hydrant per annum for 30 years. The newly installed hydrant will need to be funded in the amount of \$3500 which can be paid up front or be broken into \$74.30 billed annually.

Motion by Trustee McGrew, seconded by Trustee Chapman to approve the payment of \$3500 for the new hydrant installation on Ravenswood Lane.
MOTION CARRIED 4-0

RESOLUTION TO EXTEND TAX EXEMPTIONS PER GOVERNOR'S EXECUTIVE ORDER

Whereas, per Subdivisions 7, 7-a and 8 of section 459-c of the Real Property Tax Law, and subdivisions 5, 5a, 5b, 5c and 6 of section 467 of the Real Property Tax Law, to the extent necessary to permit the governing body of an assessing unit to adopt a resolution directing the assessor to grant exemptions pursuant to such section on the 2021 assessment roll to all property owners who received that exemption on the 2020 assessment roll, thereby dispensing with the need for renewal applications from such persons and further dispensing with the requirement for assessors to mail renewal applications to such persons. Provided however, that the governing body may, at its option, include in such resolution procedures by which the assessor may require a renewal application to be filed when he or she has reason to believe that the owner who qualified for the

exemption on the 2020 assessment roll may have since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner, or died.

On motion by Trustee Chapman, seconded by Trustee Pilewski to authorize the extension of exemptions per Governor Cuomo’s executive order, for those qualified for such exemptions in 2020 to not require application for exemption on the 2021 tax roll provided that the assessor may use their discretion for those who may fall under the disqualification provisions.

MOTION CARRIED 4-0

AGREEMENTS

Town of Manlius Lease Agreement – Police Department

The Board was provided with a draft agreement outlining the provisions of the lease between the Village (landlord) and the Town (tenant) for the 2021 year. The current agreement expired on December 31, 2020.

The Board discussed and ultimately decided that they were in favor of the agreement as drafted with a 2% increase in year 2021 and 1.5% in January 2022. The readings from the new electric meter will be taken by Lisa Baker when she takes the reading for the Library electric.

Motion by Trustee Abdo-Rott, seconded by Trustee Pilewski to authorize Mayor Whorrall to execute the agreement as presented and forward to the Town of Manlius for signature and approval.

MOTION CARRIED 4-0

Village of Fayetteville – Winter Snow & Ice Operations

The annual agreement between the Village of Manlius and the Village of Fayetteville was presented to the Board for consideration.

Motion by Trustee McGrew, seconded by Trustee Pilewski to authorize Mayor Whorrall to execute the agreement and further direct the Clerk to forward to the Town of Fayetteville.

MOTION CARRIED 4-0

Settlement and Release Agreement – Pending Litigation

Motion by Trustee Pilewski, seconded by Trustee Abdo-Rott to authorize Mayor Whorrall to execute the settlement and release agreement as presented.

MOTION CARRIED 4-0

MINUTES

- The minutes of the January 19, 2021 rescheduled Regular Meeting were distributed to the Board for review. **Motion by Trustee Abdo-Rott seconded by Trustee McGrew to approve the minutes as submitted.**
MOTION CARRIED 4-0
- The minutes of the January 27, 2021 Special Meeting were distributed to the Board for review. **Motion by Trustee Pilewski seconded by Trustee Chapman to approve the minutes as submitted.**
MOTION CARRIED 4-0

DEPARTMENT REQUISITIONS

Village Centre Capital Project

- **Patricia Electric Change Order #EC03 – Misc General Changes Cost: \$13,367.72**
Motion by Trustee Abdo-Rott, seconded by Trustee Pilewski to approve the change order as submitted.
MOTION CARRIED 4-0
- **Patricia Electric Change Order #ED04 – Kitchen AC System Cost: \$2229.00**
Motion by Trustee Abdo-Rott, seconded by Trustee Pilewski to approve the change order as submitted.
MOTION CARRIED 4-0

ABSTRACTS

RESOLUTION TO APPROVE PAYMENT OF CLAIMS
February 9, 2020

WHEREAS the Board of Trustees desires to audit and pay the claims asserted against it; and

WHEREAS, payment of certain claims in advance of the audit of claims has been approved by the Village Board annually at the Organizational Meeting, as required by law; and

WHEREAS it is required that all such claims shall be presented at the next Regular Meeting for audit, and

WHEREAS, the Village Board has been presented with the following abstracts for approval and payment;

General Fund	Abstract 009	\$145,007.26	(V644-705)
Trust & Agency	Abstract 334	\$1082.03	(V68-71)
VC Renovations	Abstract 708	\$36,973.92	(V54-57)

and

January Payroll Expenses for Payroll #01, 01A, & 02 (attached) \$232,463.80

NOW THEREFORE BE IT RESOLVED:

That the Board of Trustees of the Village of Manlius on motion by Trustee Pilewski, seconded by Trustee Chapman to approve the payment of claims **totaling \$415,527.01** the Village Treasurer as outlined above.

MOTION CARRIED 4-0

DEPARTMENT REPORTS

Zoning Map Update – Mrs. Dygert asked that the Board again review the zoning map as updated for any possible corrections. She will be alerting the County to the parcels where recent Zone Changes have taken place.

Recycling Mailer

The Board was provided with a copy of the proposed mailing to go out to residents to alert them to the change in policy for recycling pickup. It was discussed to remove the reference to the sections of the Village as this may be confusing to some. The calendars will note the schedule for the respective trash pickup days.

Motion by Trustee Abdo-Rott seconded by Trustee Pilewski to approve the mailer a submitted and amended.

MOTION CARRIED 4-0

Polling Place – Village Election 2021

Motion by Trustee Abdo-Rott seconded by Trustee Chapman to designate the polling place for the Village election to be held at the Village Centre Auditorium on Tuesday, March 16, 2021 from 6 AM until 9:00 PM.

MOTION CARRIED 4-0

Fire/EMS – Chief Casscles was present. He advised the Board of the update to the training program and that it will cost roughly \$5000 total per student and that the Manlius FD will be losing one fourth the total staff for 14 weeks. He is therefore requesting the following new part-time hires to fill the gaps for the 14 week training period.

Appointment – Burbidge & Krol

A request to hire Scott Burbidge and Travis Krol, both lateral transfers from the Oneida City FD to work on a part-time basis with pay commensurate with the rates in the collective bargaining agreement for part-time firefighters.

Motion by Trustee McGrew, seconded by Trustee Chapman to approve the hiring as requested by Chief Casscles of Travis Krol and Scott Burbidge.

MOTION CARRIED 4-0

Lieutenant Promotion – Symonds

The civil service examination resulted in only one name on the list of eligible for this category. As such, the request to promote Jay Symonds to the position of Lieutenant effective March 1, 2021.

Motion by Trustee McGrew seconded by Trustee Chapman to authorize the promotion of Jay Symonds to the position of Lieutenant effective March 1, 2021.

MOTION CARRIED 4-0

Bunk-In Program – Purdy

The Fire Department gained a student from OCC to participate in the bunk-in program. Brianna Purdy has taken one of the open bunk-in slots in the new Fire Station.

Motion by Trustee McGrew, seconded by Trustee Pilewski to approve Brianna Purdy as a student bunk-in per the terms of the newly approved Bunk-In Program.

MOTION CARRIED 4-0

DPW – Chris Sherwood was present and had the following requests:

Gooseneck Light Replacement – Insurance Claim

A recent claim submitted to the Village insurer for a gooseneck light (ornamental) which was knocked down by a plowing contractor on Seneca Street has not been finalized yet. Mr. Sherwood is seeking permission to go ahead and place the order for the new light in anticipation of receiving reimbursement from the insurance company.

Motion by Trustee Abdo-Rott seconded by Trustee Chapman to authorize the purchase of the new street light.

MOTION CARRIED 4-0

Codes Enforcement – Mr. Decker was present and gave the Board the following oral report.

- Rose Garden Nail spa
- Yo Burrito
- Bliss Bakehouse opening in the Yard
- New Homes on Pauli Drive
- Life Storage expansion
- Tops Awning System
- 31 Permits currently in progress
- 3 Stop Work orders issued

Senior Center – Ann Smith, Director was present. She stated that they are continuing the curbside lunches and daily exercise classes.

OLD BUSINESS

Tax Exempt Properties – Trash & Recycling pickup. Attorney Hunt researched this issue and made the determination the Village is well within their right to not collect trash, recycling or provide snowplowing services to these properties. Mrs. Dygert to provide a listing of tax exempt properties to the Board to review.

Fire Department Memorial – the committee has agreed to proceeding with a two-phased approach. The Committee is requesting assistance from the Village as outlined at the prior meeting. Mayor Whorrall will send out the estimated costs tomorrow.

Mayor's Report

1. Main Street Revitalization committee met last week and will be meeting next week with the SMTC at 1:00 p.m. Both the Caribou Café and All Who Wander will be moving forward with two parking spaces and outdoor seating respectively.
2. Mayor met with the Carroll's representatives last week to discuss the parking area and the clock property. They will be revisiting the former parking agreements. Mayor asked Attorney Hunt to draft an agreement for this parking.
3. **Brookdale – Designate as emergency shelter.** This is an annual form/agreement between the Village and Brookdale to agree that the Village Centre will be used in an emergency as a shelter. Authorize the Mayor to execute this form.
Motion by Trustee Abdo-Rott, seconded by Trustee Chapman **MOTION CARRIED 4-0**
4. Village Safety Committee – did not meet in December but will be re-convening on January 21st.
5. Girl Scout – Manlius 5th Graders working on Bronze project. They reached out to Mayor Whorrall to seek support for the construction of a pollinator garden near the soccer field. Janice & Chris will meet with them.
6. Safety Committee Meeting will be Thursday February 18th at 1 p.m.
7. Mayor's Association meeting to be held on 2/16 at 3:00 p.m.
8. March Event requests – use of auditorium Front Row Players are asking to use the auditorium for their performance. There is also a request to use the Recreation building for a birthday party where 25 people will be in attendance.

Trustee Reports:

Trustee Chapman – is asking for Board support to begin a podcast series to keep residents informed on what is going on in the Village. He estimates the cost to be approximately \$200 for equipment and a small monthly subscription.

Motion by Trustee McGrew, seconded by Trustee Abdo-Rott to support the Village podcast series hosted by Trustee Chapman with related costs as outlined. **MOTION CARRIED 4-0**

Trustee Abdo-Rott – Update on Village Centre project in that it is almost complete at this point.

Trustee Pilewski – discussed the part-time Recreation Director and potential programming. He is going to proceed to move forward with interviews of potential candidates. He met with the Recreation Board this past Tuesday and they discussed the possibility of a spring dance over two weekends.

Attorney Report:

Attorney Hunt was present and offered the following:

- Opposition to the Pinsky suit will be filed by the end of March.
- Working on the draft lease for the Methodist Church parking and the OCRRA Hauler agreement is almost complete.

Executive Session

Motion by Trustee Abdo-Rott, seconded by Trustee Pilewski to leave the regular meeting and enter executive session for the purpose of discussing the employment history of a particular employee. **MOTION CARRIED 4-0**

The Board entered executive session at approximately 8:45 p.m.

Motion by Trustee McGrew, seconded by Trustee Chapman to leave executive session and re-enter the regular meeting at approximately 8:57 p.m. **MOTION CARRIED 4-0**

Motion by Trustee McGrew, seconded by Trustee Chapman to allow our attorney to negotiate the proposed settlement for the employee discussed in executive session as outlined. **MOTION CARRIED 4-0**

ADJOURN

Motion to adjourn the meeting made by Trustee Abdo-Rott, and seconded by Trustee McGrew at 8:58 p.m.

MOTION CARRIED 4-0

Respectfully submitted by,

Martha Dygert
Administrator/Clerk-Treasurer