

**VILLAGE OF MANLIUS
BOARD OF TRUSTEES
April 13, 2021 Regular Meeting**

PRESENT: Mayor Whorrall, Trustee Pilewski, Trustee McGrew, and Trustee Chapman.

ABSENT: Trustee Abdo-Rott

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, Bridget Maloney, Village Planning Board; Mike McDonough.

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

PUBLIC FORUM

Mike McDonough of 301 Fayette St, Scenic Root was present and asked the Board if they would consider the establishment of an easement on the southeast side of the property for the business to put in a permanent-type patio approximately 50'-55' out to 20-25' wide and the maintenance of this area to be completed by Scenic Root. He stated he met with Mike Decker who then discussed with Attorney Hunt. A contract would need to be drafted by Attorney Hunt and Mr. McDonough stated he would be working on the landscape design. Mr. Hunt stated that a long-term lease would be required. He will look into whether this would fall under the category which would require the approval of a Special Use Permit by the Village board. Trustee Chapman asked if the encroachment on the Swan Pond would be an issue. Mr. Sherwood stated he didn't believe it would. The Board stated they would support looking into this further.

PUBLIC HEARING – 2021-2022 Budget

Motion by Trustee Chapman seconded by Trustee McGrew to open the public hearing on the 2021-2022 budget.
MOTION CARRIED 3-0

Ms. Maloney asked if someone could summarize the budget and Mayor Whorrall read his Budget Message statement.

There being no one from the public wishing to speak on the tentative budget, it was on motion by Trustee McGrew, seconded by Trustee Pilewski to close the public hearing at 7:20 p.m.
MOTION CARRIED 3-0

APPOINTMENT – Recreation Director, Part-Time

Christine Roet of Manlius was present and the Board welcomed her. With no discussion prior, it was on motion by Trustee Pilewski, seconded by Trustee McGrew to approve the appointment of Christine Roet of Manlius to the position of Recreation Director part-time at a salary of \$27,000 annually to begin as soon as can be arranged. **MOTION CARRIED 3-0**

COMMUNICATIONS

Thermold Drive Closure Request - Bell

Mrs. Dygert had been contacted by Linda Bell, Director of the Dance Studio CNY for permission to close Thermold Drive on May 22, 2021 from 9 am until 6 pm for the purpose of holding an outdoor dance recital. They have attempted to locate other spaces able to accommodate the size requirements for their performances and have been unable to, due to COVID. They will be holding shows on May 22nd at 11 am, 2 pm and 4 pm. If approved, Mrs. Dygert will notify the Police Department of the closure.

Motion by Trustee Pilewski, seconded by Trustee McGrew to approve the request as submitted.

MOTION CARRIED 3-0

Amphitheater Use – Concert FMHS

The Board was provided with a copy of the e-mail communication received by Mrs. Dygert from Jennifer Greene, one of the music teachers at F-M requesting permission to use the amphitheater for a Small Ensembles concert on Tuesday, May 27th with a rain date of June 1st. The total number of performers are 40 however they would perform in smaller groups on the stage. The approx. number of audience members will be roughly 80 (2 per performer) and the F-M Staff involved would be Jennifer Greene, Rebecca Bizup, Carlos Mendez, Peter Guarino and there would be no equipment needed. They will bring their own chairs, stands and amplifiers.

Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the request for use of the amphitheater on May 27th.
MOTION CARRIED 3-0

Board of Elections – Certified Election Results

The Board was provided with the certified election results pursuant to Section 9-214 of the Election Law sent by the Board of Elections for the 2021 Village Election:

Mayor (4 Year Term)	Paul D Whorrall 7691 King Rd, Manlius NY
Justice (4 Year Term)	Joseph A Greenman 4789 Edgeworth Dr, Manlius NY
Village Trustee (4 Year Term)	Janice Abdo-Rott 4604 Brickyard Falls Rd, Manlius NY
	Thomas Pilewski 4625 Glenclyffe Rd, Manlius NY

Also listed were the total number of votes cast for each position.

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.

National Grid – Billing Changes

According to a communication from National Grid, the outdoor lighting billing will change via a new delivery rate plan effective April 1, 2021.

Manlius Volunteer Fire Co – Membership Changes

Received from Secretary Rob Furey the following membership changes were voted upon by the Manlius Vol Fire Company at a regular meeting held on March 11, 2021:

Voted to Probationary Membership

Lindy Melegari	EMS
Dylan Gray	EMS
Kalie Dorn	EMS
Daniele Haywood	EMS

Resigned from Membership

Rick Wharton
Salvatore Zarrella

Status Change from “Active Life Member” to “Retired Life Member”

Mike Everly

Motion by Trustee McGrew, seconded by Trustee Pilewski to approve the membership changes as outlined.

MOTION CARRIED 3-0

Manlius Vol Fire Co – Membership Changes

The following membership changes were presented to the Village Board for approval from the meeting held on 4/8/2021.

Voted to Probationary Membership

Christine Goldman	EMS
Hana Breen	EMS
Amie Homick	EMS
Christine Roet	Auxiliary

Resigned from Membership
Drew Harig
Nicole Pinsky

Status Change from “Active Life Member” to “Retired Life Member”
George Davenport

Motion by Trustee McGrew, seconded by Trustee Chapman to accept the membership changes as submitted.

COBRA – Employer Subsidy

HR consultant Kathy Barany sent Mrs. Dygert a notice as it relates to a COBRA subsidy requirement enacted which would now require employers to subsidize medical, dental and vision plans. We should expect to receive the new model COBRA notices in the near future. As UMR administers our COBRA compliance, it is assumed that this notice would come from them. No action is required.

Spade and Trowel – Gazebo Reservation

Jessica Haase of the Spade and Trowel Garden Club are requesting permission to reserve the Gazebo on Saturday May 22nd from 7 am until noon.

Motion by Trustee Chapman, seconded by Trustee McGrew to approve the request to reserve the Gazebo as submitted. **MOTION CARRIED 3-0**

Amphitheater Reservation Request - Syracuse Improv Collective

A request to reserve the amphitheater was submitted through the website for June 26, 2021 from 6-8 pm for a performance.

Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the request to reserve the amphitheater by the Syracuse Improv Collective. **MOTION CARRIED 3-0**

MINUTES

- The minutes of the March 9, 2021 Regular Meeting were distributed to the Board for review. **Motion by Trustee Pilewski seconded by Trustee McGrew to approve the minutes as submitted.** **MOTION CARRIED 3-0**

TRAINING REQUISITIONS

- Buskey Critical Care Tech to Paramedic Bridge Program Cost: \$1500
Mr. Buskey has signed a two-year EMS training Agreement
Motion by Trustee Pilewski seconded by Trustee Chapman to approve the training requests as submitted. **MOTION CARRIED 3-0**

DEPARTMENT REQUISITIONS

DPW

- Airside Technology Annual Maintenance HVAC Cost: \$4,200
Motion by Trustee Chapman, seconded by Trustee Pilewski to approve the maintenance agreement as submitted. **MOTION CARRIED 3-0**
- Suit Kote Crack Seal Cost: \$9197.50
Motion by Trustee Pilewski seconded by Trustee Chapman to approve the requisition for crack sealing as submitted. **MOTION CARRIED 3-0**
- Environmental Paving Curb cut & Handicapped ramps Cost: \$9585.00
Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the requisition for the new crosswalk curb cuts and ramps as submitted. **MOTION CARRIED 3-0**

ABSTRACTS

RESOLUTION TO APPROVE PAYMENT OF CLAIMS
April 13, 2021

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 011	\$253,545.19	(V800-897)
Main St Revitalization	Abstract 403	\$491.04	(V004)

and

March Payroll Expenses for Payroll #05 & 06 (attached) \$178,796.49

NOW THEREFORE BE IT RESOLVED:

That on motion by Trustee Chapman, seconded by Trustee McGrew the Board of Trustees of the Village of Manlius approve the payment of claims **totaling \$432,832.72** the Village Treasurer as outlined above.

MOTION CARRIED 3-0

DEPARTMENT REPORTS

DPW – He had nothing additional to report to the Board. In his Board report he is requesting approval to surplus items as follows: 2007 Packer, Mowers, string trimmers and an air compressor

Surplus Equipment – DPW

Motion by Trustee Chapman, seconded by Trustee Pilewski to approve the surplus of the items noted above and authorize the DPW Superintendent to dispose of these items by auction.

MOTION CARRIED 3-0

Seneca St Locust Tree Removal

There is a recommendation to cause the locust trees located on Seneca St to be removed. There has been much discussion regarding this as it pertains to the Downtown/Community Revitalization project. Mayor will meet with committee member Jocelyn about the trees.

Recycling Totes – Charge for Additional

Due to the fact that the Village transitioned to bi-weekly pickup for recycling, requests have come in for an additional 96 gallon recycling tote. Mrs. Dygert has discussed this with Mr. Sherwood and would like Board approval to waive the fee (\$64) for delivery of additional recycling totes to residential properties who request them. To date, we have had only approximately 10 requests.

Motion by Trustee Pilewski, seconded by Trustee McGrew to authorize the distribution of an additional recycling tote (maximum 2 at any property) to those residential properties wishing to add one due to bi-weekly recycling pickup schedule.

MOTION CARRIED 3-0

Fire/EMS – Chief Casscles had nothing additional to report to the Board but gave an oral report on the progress at the new trainee class.

Administrator – Mrs. Dygert was present and had the following information and action items for the Board to consider:

Insurance Claim Filing - Update

As reported previously, there were two insurance claims filed in January. The first settled quickly, the second has just been finalized however we have not received payment yet. Another claim involving our ambulance hitting the comfort stations at the Park was just submitted yesterday.

Zoning Map Update Draft

As I have not received any feedback relating to the draft Zoning Map, I will be responding with the few changes identified, along with the areas where zone changes have been approved to the GIS Office for map finalization.

Chicken Permit Request – Academy Street

Included with this report is the request made by Andrew Guenther for six cooped hens on the property at 103 Academy Street. No objections from neighboring property owners have been submitted.

Motion by Trustee Chapman, seconded by Trustee Pilewski to approve the request for chickens by Andrew Guenther at the property located at 103 Academy Street. MOTION CARRIED 3-0

Budget Amendments through March 31, 2021

Spreadsheet included for approval.

<u>TO Acct</u>	<u>Desc</u>	<u>Amt</u>	<u>From Acct</u>	<u>Desc</u>	<u>Amt</u>
A1420.400	Attorney Contractual	\$ 1,665.50	A8020.400	Planning Contractual	\$ 1,665.50
A9089.800	Long Term Disability	\$ 3,302.58	A9060.800	Hosp & Medical Insur	\$ 3,302.58
A1920.400	Muni Assn Dues	\$ 100.00	A1325.400	Clerk-Treas Contract	\$ 100.00
A1420.400	Attorney Contractual	\$ 3,893.00	A1420.410	Legal Notices	\$ 3,893.00
A8160.446	Refuse Equip Maint	\$ 10,645.88	A8160.466	Refuse Tipping Fees	\$ 10,645.88
A1110.400	Court - Contractual	\$ 3,627.31	A1990.400	Contingent Account	\$ 3,627.31
A1110.445	Court -- Supplies	\$ 450.19	A1990.400	Contingent Account	\$ 450.19
A1620.446	Village Centre Repairs	\$ 7,531.73	A1640.427	Central Garage Bldgs	\$ 7,531.73
A1640.400	Central Garage Contr	\$ 634.94	A1640.200	Central Garage Equip	\$ 1,003.30
A1640.467	Central Garage Supplies	\$ 368.36			
A1680.400	Central Data Processing	\$ 9,239.95	A1990.400	Contingent Acct	\$ 9,239.95
A1910.400	Unallocated Insurance	\$ 1,314.34	A1990.400	Contingent Acct	\$ 1,314.34
A1920.400	Taxes Muni Property	\$ 3.39	A1989.400	Bank Charges	\$ 3.39
A5110.443	Street Maint - Legal	\$ 134.43	A5110.441	Street Maint Road Maint	\$ 4,956.47
A5110.446	Street Maint - Repairs	\$ 148.84			
A5110.447	Street Maint - Gas & Oil	\$ 24.74			
A5110.449	Street Maint - Contract Svcs	\$ 4,548.46			
A5110.450	Street Maint - DPW Admin	\$ 100.00			
A7110.100	Parks - Personal Svcs	\$ 8,591.45	A5110.100	Street Maint Pers Svcs	\$ 8,591.45
A7110.400	Parks - Contractual	\$ 51,548.84	A5031	Transf From Other Funds	\$ 24,000.00
			A5410.400	Sidewalks Contr	\$ 20,000.00
			A7110.451	Parks - Hatchery	\$ 5,000.00
			A1990.400	Contingent Acct	\$ 2,548.84
A7140.414	Rec Center - Heat	\$ 352.08	A7140.415	Rec Center - Elect	\$ 352.08
A7550.470	Celebrations - Tree Light	\$ 4,282.99	A7550.411	Celebrations - July 4th	\$ 4,282.99
A8110.400	Sewer Admin Contr	\$ 7,875.00	A1990.400	Contingent Acct	\$ 7,875.00
A8160.462	Refuse - Brush	\$ 4,225.00	A8170.400	Street Clean Contr	\$ 4,225.00

A8160.463	Refuse - Construction Debris	\$ 214.00	A8170.400	Street Clean Contr	\$ 214.00
A8160.468	Refuse - Recycling Contr	\$ 32,058.39	A1990.400	Contingent Acct	\$ 32,058.39
A8540.400	Drainage Contractual	\$ 2,145.08	A8560.400	Shade Trees Contr	\$ 2,145.08
A8560.100	Shade Trees Personal Svcs	\$ 364.40	A8120.100	Sanitary Sewer PS	\$ 364.40
A9016.800	NYS Retirement Pol & Fir	\$ 44,047.00	A9010.800	NYS Retirement ERS	\$ 2,883.00
			A9040.800	Workers' Comp	\$ 41,164.00
A9050.800	Unemployment Ins	\$ 5,139.13	A9030.800	Social Security	\$ 5,139.13
A9089.800	EAP & LTD	\$ 5,375.22	A9030.800	Social Security	\$ 5,375.22
A3410.421	FD Vehicle Repair	\$ 1,471.31	A3410.419	FD Insurance	\$ 1,471.31
A3410.433	FD Recruit/Retent	\$ 1,306.60	A3410.427	FD Bldgs Grounds	\$ 1,306.60
A4540.414	EMS Heat	\$ 747.52	A4540.427	EMS Bldgs Grounds	\$ 747.52

Motion by Trustee McGrew, seconded by Trustee Pilewski to approve the budget amendments as submitted.
MOTION CARRIED 3-0

Separation Payout Spreadsheets – Carroll & Pfeiffer
 Spreadsheets included for approval.

Pfeiffer Retiree – Separation Payout

Calculation of payout amount is per collective bargaining agreement. Entitlement to buy back up to 60 days of accrued and unused sick banked leave is a provision of that agreement. DISCUSSION: Trustee McGrew would like to address some of these terms in the next contract negotiation.

Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the separation payout to Michael Pfeiffer in the amount of \$25,883.20.
MOTION CARRIED 3-0

Carroll Retiree – Separation Payout

As noted in approval for Michael Pfeiffer, the separation payout for Mr. Carroll was presented to the Board for approval. The same terms of calculation were used to create this spreadsheet.

Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the separation payout to Norm Carroll in the amount of \$24,548.84.
MOTION CARRIED 3-0

Planning Board – Positive Recommendation for Fayette-Manlius LLC PUD

At the regular meeting of the Village Planning Board, a vote was taken to make a positive recommendation to the Village Board for the proposed PUD. OCPB Resolution and site documentation included. The Board needs to set the public hearing on this PUD. This issue will be addressed under the Attorney report.

Bond Sale Results - 2.03% Interest

Greene County Commercial Bank bid the 2.03% interest rate for the serial bond issuance. Although this is the lowest interest rate in my career, we were hoping for a little lower rate. There will need to be an adjustment to the Tentative budget and Debt Service schedule to reflect the correct interest amount. First interest payment will be October 2021 and the principal and interest payments subsequent to that will be in April 2022.

Brownie/Girl Scout Troop – Outdoor Use Village Centre

Mrs. Dygert received a communication from Karen Bertrand requesting permission to hold socially-distanced meetings in the green space in and around the amphitheater and lower Pond on April 21, May 5, May 19, June 2 and June 16 from 4:30-5:30 pm.

Motion by Trustee Chapman, seconded by Trustee McGrew to approve the request as submitted.
MOTION CARRIED 3-0

Manlius Library – Request Amphitheater

The Library has reached out to request use of the amphitheater on Mondays and Wednesdays from 9 AM until 11:30 AM from 6/23 – 8/30/2021 for special programming. They understand that they will be required to clean the area after each use.

Motion by Trustee McGrew, seconded by Trustee Pilewski to approve the request of the Manlius Library for the dates and times requested.
MOTION CARRIED 3-0

Soccer Field Use – Grigorita

This request has been cleared with the FMCSA Athletic Director's office for use of the soccer field on Tuesday and Friday from 6-7 pm starting the last week of April until mid-July. He is not charging registration fees but is only coordinating a group of girls to work on skills on a voluntary basis.

Motion by Trustee Chapman, seconded by Trustee McGrew to approve the request for use of the soccer field as submitted.
MOTION CARRIED 3-0

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

- Café Kubal has been issued a permit to construct an enclosure for trash and recycling.
- Tops has been issued a permit to construct a cupola with weathervane on the top of the building.
- Life Storage has not completed construction on the expansion.
- Pauli Drive – building permits issued for two new houses.
- Centerfield – Kurt Honis is constructing a new home on the newly subdivided portion of Centerfield.
- Scenic Root - request already brought to the Board
- PUD – Planning Board met last Thursday to review with a positive recommendation to the Village Board.
- Misc – issuing permits for pools, fences, sheds and chicken coops.

Mayor's Report

- NYCOM attended a webinar on Handling Budget & Financing with American Rescue Act. He was advised not to include any of the anticipated funds in the budget as the timing was still unclear.
- Downtown Revitalization – the representative from MRB has left the company and MRB is assigning an alternate to attend the meetings and work on the remainder of the project. Trustee Abdo-Rott will be working with Jocelyn on the planters.
- Sign at Point – Fast Signs came to look at the site to be able to formulate a quote. The committee will also reach out to other companies for quotes.
- Seneca Street Brew Pub has requested funding under the Downtown Grant. They are also looking for approval to have live music and would need a letter from the Village in support of this to be sent to the State Liquor Authority.
- Grant for Community Development – Will be moving forward with the selection of outdoor furniture and clock.
- Safety Meeting will be held on Thursday and they will be discussing Sexual Harassment & Walkway to Lower Pond.
- Had a meeting yesterday with the three Mayors (Minoa and Fayetteville), the Town Supervisor and the Town Police Chief regarding the new legislation allowing dispensaries, warehouses for distribution of marijuana. The Village would be considered automatically "in" unless a resolution is passed to opt out. The community would then have the option of circulating petitions to force a referendum.
- Memorial Day – the County Executive is not willing to open for Memorial Day. The Mayor has spoken with the American Legion, the VFW and other organizations as to whether or not they wish to do some type of honorary motorcade through the Village with a small ceremony afterward. Fayetteville is going to hold their parade but Minoa is not.
- 4th of July Committee approved the plan to hold the festivities from 4 pm until the fireworks are over. According to the Governor's office, all businesses will be open to full capacity by July 1st. The plan for the 4th of July would consist of the Parade at 4 PM, then food trucks and two bands, possibly the magicians and fireworks to close out the event. He is not in favor of the cost associated with the ride company unless they would agree to the terms discussed – the Village would pay \$0 and the ride company would keep all the proceeds from ticket sales. The Mayor believes this plan will result in the cost of the event to be right around \$30K.
- Fire Company meeting approved a group to start working on sprucing up the playing fields/areas at Mill Run Park. They will also be installing more pet stations in the Park.
- A local resident has offered to plan lilac bushes near the entrance to Mill Run.

- Everglades Road Stabilization – he met Chris Sherwood and Jeff Lewis to look at the site where the road is eroding. They spoke of installing guard rails and bringing in fill to help stabilize the roadway for now.
- Swans – seven (7) eggs laid were not viable. It is the hope of the biologist that they will lay again soon.
- Mayor is asking that all future meetings be held in person.

Trustee Reports:

Trustee Chapman – wanted to commend Ms. Maloney, Mike Decker and the rest of the Planning Board on the work they have done thus far with the PUD. He stated that there are currently two podcast episodes available for our listening pleasure and he will be interviewing Mr. Decker soon for the next podcast.

Trustee McGrew – nothing additional to report.

Trustee Pilewski – interested candidates for Summer Playground program part-time director have been made known to him. He and Mrs. Dygert will be discussing.

Trustee Chapman – he thanked Jennifer Chapman for her hard work on the Easter Egg hunt event.

Attorney Report:

Attorney Hunt was present and offered the following:

Fire Station #1 Sale

Sale of Station #1 resulted in the Village accepting the \$585,000. He needs authorization for the Mayor to execute the closing documents.

Motion by Trustee McGrew, seconded by Trustee Chapman to authorize Mayor Whorral to execute the closing documents. **MOTION CARRIED 3-0**

Article VI – Chapter 89 Taxation

It is the desire of the Village Board to increase the income limit for Persons with Disabilities and Limited incomes per §89-32 of the Code of the Village of Manlius. The current maximum income is \$26,000 per year with a graduated scale beyond the maximum. By resolution, the Village Board will increase the maximum annual income to \$29,000 which is in line with the limit set by the Town of Manlius and the Village of Fayetteville.

Motion by Trustee Chapman, seconded by Trustee McGrew to authorize the change in maximum income level to \$29,000 annually to qualify for a 50% exemption per §89-32 of the Code of the Village of Manlius. **MOTION CARRIED 3-0**

Fayette-Manlius LLC PUD – Planning Board Recommendation

At a meeting of the Planning Board held on April 6, 2021, the Board voted to make a POSITIVE recommendation to the Village Board for the PUD Zone change application. As such, the Village Board should schedule a public hearing on the zone change for the May 11, 2021 regular meeting.

Motion by Trustee Chapman, seconded by Trustee McGrew to set the public hearing on the PUD zone change application for May 11, 2021 at or about 7:00 p.m. **MOTION CARRIED 3-0**

Motion by Trustee Chapman, seconded by Trustee Abdo-Rott to accept dedication of the streets, lights and infrastructure improvements in Phase 2 of the Centerfield Development as amended to remove the Village responsibility for maintenance of the storm water retention facility installed in Phase 2.

MOTION CARRIED 3-0

Executive Session

Motion by Trustee McGrew, seconded by Trustee Pilewski to leave the regular meeting and enter executive session for the purpose of discussing a matter relating to pending litigation. **MOTION CARRIED 3-0**

Board entered executive session at approximately 8:55 pm.

Motion by Trustee McGrew, seconded by Trustee Pilewski to come out of executive session and re-enter the regular meeting at 9:10 pm. **MOTION CARRIED 3-0**

Pinsky Litigation Response

Motion by Trustee McGrew, seconded by Trustee Pilewski to authorize the Attorney to draft the response to the Pinsky litigation as discussed in executive session. MOTION CARRIED 3-0

ADJOURN

Motion to adjourn the meeting made by Trustee Pilewski, and seconded by Trustee McGrew at 9:10 p.m.

MOTION CARRIED 3-0

Respectfully submitted by,

Martha Dygert
Administrator/Clerk-Treasurer