

**VILLAGE OF MANLIUS
BOARD OF TRUSTEES
September 14, 2021 Regular Meeting**

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

ABSENT: Trustee Abdo-Rott

OTHERS: Martha Dygert, Administrator/Clerk-Treasurer; Brad Hunt, Village Attorney; Nick & Christine Agrippino; Jerry & Judy Dardzinski; Mike Decker, Codes Enforcement; Kathleen Phillips; Cheralyn Ottey; Judy Salamone; David Muraco; Louis Muraco; Deb McGrew; Moyra & Denn Bunger; Rob Oley; Chris Sherwood, DPW Superintendent; Nicholas W. Agrippino; Kate Hill; Amber Suriani; Benita Rodriguez; Mary Carbery; Lisa Baker, Deputy Clerk-Treasurer; Bridget Maloney, Village Planning Board; Jansen Casscles, Fire Chief.

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

PUBLIC FORUM

Kathleen Phillips was present and wanted to publicly thank the Village of Manlius Fire Department and Office staff for the help they have given to the displaced residents of the Town House East fire. She stated that words couldn't express how appreciative she and others were for the outpouring of support and especially from the Village with almost immediate contact and distribution of gift cards and cash contributions which meant so much to them.

Nick Agrippino spoke about the e-mail correspondences to the Board regarding the signatures he has gathered. He has been sending signature counts to the Board weekly and stated that one Board member even stated that 100 signatures would be enough to reconsider.

Attorney Hunt explained again that the Village can always opt back into the cannabis retail or can vote to hold a referendum. Mayor Whorrall stated his opposition to putting it to referendum now as he still feels strongly they need to follow the advice of the Village Attorney and the advice of NYCOM relating to opting out. There are too many unknowns at this time and the Village can opt in at a later date if desired, once all the information from the State comes out which is anticipated in late 2022. Mayor Whorrall read through a list of other issues the Village has had to address in the past year. Mr. Agrippino stated that his position is giving the "power of democracy to Village residents" and putting it to a vote of the residents. He stated that the regulations will be established by March, which is when the vote would be taken. Mayor Whorrall stated that before it is put to a vote he wants the residents to have all the information, which isn't available now. Trustee McGrew echoed Mayor Whorrall's sentiments regarding the referendum. Mr. Agrippino stated that Fayetteville and Minoa opted out but also put it to a referendum and the Village of Manlius is not following suit.

Amber Suriani of Pembroke Drive was present and stated her opposition to the Village opt out of cannabis retail.

Denn Bunger was present and discussed the situation with Limestone Creek. He is a resident of Brookhill and his property is next to the creek. The trash rack that was in place was washed away with recent storms. Mr. Sherwood stated he has contact the NYSDEC, the Army Corps of Engineers and Onondaga County Emergency management offices. The Village is not able to enter the creek without permits issued by one of the above entities. He will continue to reach out to those organizations to gather more information about installing a new trash collector/rack. Mayor Whorrall stated that we are working on getting information to FEMA to see about funding the installation of a new trash rack at that location in the creek.

Nicholas Agrippino stated he has known the Mayor and his family for many years and appreciates the things that he has done as Mayor. He stated he disagrees with some of the statements made and wanted the Mayor to know that his son is very educated on the cannabis laws. The 550 signatures gathered doesn't mean that all those will be voting in favor of the cannabis retail dispensaries but feels that voter suppression should not be an issue with this Village in the current social climate. He feels that the Mayor and Board should be more receptive to what Nicholas Agrippino (younger) is proposing because he knows and understands the laws.

Rob Oley was presented and commended Chief Casscles regarding some staff parked in front of Tops to get something for lunch and took the time to stop what they were doing to interact with some children a give them a tour of their equipment. He also stated that the public hearings should also make it to the website. Anyone signing up for the "Notify Me" would get the alerts. Mrs. Dygert stated that she had updated the website with the information about the public hearing on the front page of the website. Mr. Oley stated he doesn't get alerts when the front page is updated and Mrs. Dygert stated that she assumed anyone interested in what was going on with the Village would have looked at the front page where it shows the calendar and any documents. Mr. Oley also stated he is upset as a voter and resident of the community but is denying him the right to vote on this issue and wants to be able to vote.

Public Hearing – Special Use Permit – 4 Stickley Drive

As required under the Code of the Village of Manlius, a public hearing is needed for any applications for Special Use.

Motion by Trustee McGrew, seconded by Trustee Chapman to open the public hearing on the application for Special Use (outdoor seating and mixed use Residential and Commercial) submitted by Family Tree 3, LLC.

MOTION CARRIED 3-0

Louis and David Muraco, representing the applicants, were present to speak. He had copies for the Board to see the designs/renderings of what is being proposed. Once again they went through the plans for outdoor seating, a change to the front near the bays and four apartments upstairs.

Trustee Chapman stated that the Planning Board reviewed and made a positive recommendation to the Village Board for this application. Trustee McGrew asked if there would be dedicated parking spots for the upstairs residents. Mr. Muraco stated that he has other apartment complexes where they don't have dedicated parking because it tends to create issues between

the residents and the retail customers. Utica Pizza is the restaurant which will be in the downstairs – Trustee Chapman asked the hours of operation and Mr. Muraco thought it would be 9 AM until 9 PM but that would be up to the owner of the business.

There being no one from the public wishing to speak, it was on motion by Trustee Pilewski, seconded by Trustee Chapman to close the public hearing. MOTION CARRIED 3-0

**RESOLUTION OF THE
VILLAGE BOARD OF TRUSTEES OF THE
VILLAGE OF MANLIUS: September 14, 2021**

Empire Management of CNY, Inc., owner of the property at 2-4 Stickley Drive, has applied to the Village Board of Trustees for a special use permit to allow outdoor seating for a restaurant, and four apartments on the second floor, at the vacant former fire station building.

The applicant has submitted an application, short environmental assessment form, and conceptual design documents showing the proposal.

The project is not subject to site plan review under § 99-37 of the Village Code, because it does not involve the construction or modification of a structure.

The Village Planning Board considered this matter at its September 7, 2021 meeting and made a positive recommendation to the Village Board recommending approval of the special use permit.

The Village Board of Trustees held a public hearing on this matter at its September 14, 2021 meeting.

At its meeting on September 14, 2021, the Village Board resolved as follows:

1. Pursuant to the New York State Environmental Quality Review Act and its implementing regulations (SEQRA), the Village Board will act as lead agency for an uncoordinated review of this unlisted matter. Based on the environmental assessment form and all relevant information, the Village Board determines that this project will have no significant adverse environmental impact, and that all questions in part 2 of the EAF may be answered “No, or small impact.”
2. Pursuant to §§ 99-14, 99-15 and 99-27 of the Village of Manlius Code, the Village Board APPROVES a special use permit for outdoor seating and apartments within a commercial building, consistent with the plans submitted by the applicant.
3. The special use permit meets the standards set forth in § 99-27(B) of the Village Code, in that the proposed use will not be inconsistent with any provision of Village law; will not create a hazard to any public interest; will not be detrimental to the neighborhood or Village residents; will not conflict with the Village’s comprehensive plan; and there is no existing zoning violation at the property.

Motion by Trustee Chapman, seconded by Trustee McGrew to adopt the resolution to approve as outlined.

	Aye	Nay	Other	Absent
Paul Whorrall, Mayor	<u> X </u>	_____	_____	
Janice Abdo-Rott, Trustee	_____	_____	_____	X
Scott McGrew, Trustee	<u> X </u>	_____	_____	
Hank Champan, Trustee	<u> X </u>	_____	_____	
Tom Pilewski, Trustee	<u> X </u>	_____	_____	

MOTION CARRIED 4-0

COMMUNICATIONS

Manlius Vol. Fire Co – Membership Changes

At a regular meeting of the Manlius Volunteer Fire company held on August 12, 2021, the following membership changes were approved:

Voted to Probationary Membership

Julia Tyrel EMS

Resigned/Removed from Membership

Crystal Current
Laurie Best
Kelly Bliss

Retired and changed status from “Active Member” to “Honorary Member”

Adam Feck

Motion by Trustee Pilewski, seconded by Trustee McGrew to approve the membership changes from the August 12, 2021 meeting as submitted. MOTION CARRIED 3-0

Manlius Vol. Fire Co – Membership Changes

At a regular meeting of the Manlius Volunteer Fire Company held on September 9, 2021, the following membership changes were approved:

Voted to Probationary Membership

Erich Cole Fire
Anthony Gallerani EMS

Resigned from Membership
Samantha Forbes

Retired and changed status from “Active Member” to “Honorary Member”
Kevin Best
Tom Rentz

Motion by Trustee Pilewski, seconded by Trustee McGrew to approve the membership changes from the September 9, 2021 meeting as submitted. **MOTION CARRIED 3-0**

OCRRA – Fall Outage

Mrs. Dygert asked Mr. Sherwood to explain. Mr. Sherwood stated that the outages scheduled by OCRRA would result in longer wait times at the facilities. The anticipated outages will be September 18th, October 10-16th and November 7th – 13th.

Academy Hills Association – Block Party Request

Mrs. Dygert received the request from Jennifer Cummings, resident of 8134 Old Sunridge Drive, asking for permission to hold a block party on Sunday October 3, 2021 from 1 pm until 4 pm at the dead end of Westfield Drive extending from Woodbridge down to the path to Enders Rd Elementary. Mrs. Dygert stated this is the first request received for a block party in this area.

Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the request for the block party submitted by the Academy Hills Association. **MOTION CARRIED 3-0**

Chicken Permit – 517 E. Seneca St

Mrs. Dygert received the request from Kathryn and David Nelson, residents of 517 E. Seneca Street, for permission to house and raise chickens on their property. The request is for six hens and no roosters which will be contained in a coop inside a fenced area.

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

DEPARTMENT REQUISITIONS

DPW

- Big 4 Tire Four tires – Packer Cost: \$1410.12
Motion by Trustee Pilewski, seconded by Trustee McGrew to approve the requisition for tires as submitted.

Clerk

- WB Mason Office Furniture – Deputy Clerks' Cost: \$8645.72
Motion by Trustee Pilewski, seconded by Trustee **MOTION CARRIED 3-0**

MINUTES

- August 10, 2021 Regular Meeting
Motion by Trustee Chapman, seconded by Trustee McGrew to approve the minutes of the August 10, 2021 regular meeting as submitted. **MOTION CARRIED 3-0**

ABSTRACT

RESOLUTION TO APPROVE PAYMENT OF CLAIMS
September 14, 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 004	\$550,855.95	(177-302)
Village Centre Reno	Abstract 716	\$4416.21	(V67-68)
Main St Revitalization	Abstract 408	\$1575.20	(V10)
Trust & Agency	Abstract 340	\$3751.00	(V79-80)

And August Payroll Expenses for Payroll #16-17 (attached) \$214,375.79

NOW THEREFORE BE IT RESOLVED on motion by Trustee Chapman, seconded by Trustee Pilewski:

That the Board of Trustees of the Village of Manlius approve the payment of claims **totaling \$778,725.15** by the Village Treasurer as outlined above.

DEPARTMENT REPORTS

DPW – Mayor Whorral thanked Chris Sherwood and Jeff Lewis of the DPW for the work they completed on the Memorial. Mayor talked about the next steps in the construction process. Mr. Sherwood had nothing additional to report.

Fire/EMS - Chief Casscles was present and had the following for Board consideration.

Auctions International – Engine 1

The Board had declared Engine 1 surplus in a prior meeting and there had been an offer which fell through. The most recent auction resulted in a bid accepted in the amount of \$8300.

Motion by Trustee McGrew, seconded by Trustee Chapman to approve the sale by auction in the amount of \$8300 for Engine 1. **MOTION CARRIED 3-0**

Radio Grant – Village Matching Funds

The grant award for radios applied for by Manlius, Minoa, Kirkville and Fayetteville will result in a requirement for the Village to commit the amount of \$15,275 as the 10% match for the grant award and purchase of the radios. Fayetteville is administering the grant and are looking for a Board resolution relating to funding. Chief Casscles is recommending the Board commit this amount from the surplus funds received from the sale of Station #1.

Motion by Trustee McGrew, seconded by Trustee Chapman to approve the matching funds in the amount of \$15,275 from the surplus Fire equipment funds. **MOTION CARRIED 3-0**

EMS Hospital Policy Update

Chief Casscles gave the Board an update on the wait times at the Syracuse hospitals. CNY EMS has reached out today to discuss. Trustee McGrew and the Mayor are aware of the communications on this topic. NYS has not commented on this nor indicated any violations because, according to Chief Casscles, there are no violations. He stated he feels good about the approach they have taken – requiring a maximum 20-minute wait time. He and the Mayor met with local Fire Departments as well as the City of Syracuse. He stated that they are now reaching “crisis mode” as there is such a shortage of EMS providers. The domino effect is pulling service from all the outlying areas – Manlius is responding to the City of Syracuse calls and thus requiring other entities to cover our residents. He stated we are actively working on a solution. Just to give an example, over the weekend the Manlius ambulance was called out 24 times, 16 of which were outside our area.

Community Room – Reservation Status

Chief Casscles stated that due to the “uptick” in COVID cases, he feels that the Community Room should remain closed for reservations through the October Board meeting when it can be revisited. The Community Room was closed by Deputy Chief VanDyke while Chief Casscles was on vacation. He has approved the auditions for Front Row Players – which will only result in 3-5 people in the room at once.

Townhouse East Fire

Trustee McGrew wanted to thank the first responders for their excellent work containing the fire at Town House East.

Recreation

Ms. Roet was not in attendance so Mrs. Dygert read her report:

Saving Face Event – (Barbershop fundraiser) has been cancelled as they have contracted COVID.

Fishing Derby – current 22 registered for the Saturday, September 25th event. They have volunteers in place.

Trunk or Treat – past participants have been contacted, registration is open online and forms have been hand delivered to numerous local businesses.

Wicked Woods – we are again participating in Wicked Woods which will be held on October 23rd.

Ski and Skate – November 20th

Skating Rink – the DPW and Fire Departments will be working with Ms. Roet on a skating rink for the winter.

Administrator – Mrs. Dygert was present and had the following for Board consideration:

NYS & Local Retirement System – Billing Estimates

The 2022 updated Billing Estimates provided by the NYS Retirement system are attached. I have indicated on the attached the budgeted amounts written under the estimated amounts due. As you can see, we are under-budgeted by \$34,650 for the Police & Fire and \$9400 for the Employees’ Retirement System. We use the estimates generated in March/April for our budget figures. As you can see, the rate for the Police & Fire is up to 31.10% of the wages. It is imperative we focus on recruitment and retention of volunteers to offset the payroll costs. We also need to determine where in our current budget we can find the additional funding. Year-to-date is in progress; Bonadio Group will begin our 2020-21 fiscal year as soon as they finalize the draft for the 19-20 year. I have received the draft which is also included in your packet.

Records Digitization Project

Lisa Vincitore has been working with service providers to obtain quotes. She has looked at five (5) different products and we have received a quote for one so far. I am planning to budget for this in the 2022-23 budget so we have time. I expect her research to be completed in the next couple of months. We are also planning to visit some locations who are using the different systems (Town of Manlius/Laserfiche) and will report back once we have more information.

2.113M Bond Sale – Fire Apparatus

The low bidder in the sale of the serial bonds was Greene County Commercial Bank with an interest rate of \$1.55%. We had received estimates from Fiscal Advisors for 2-2.5%. This is the lowest interest rate for serial bonds I have seen in 20 years and we are very fortunate. The funding will be available on at the end of the month and our first payment P&I payment will be in September 2023. The bond sale results were provided in the Board packet.

CNYRIC/BOCES Update

I believe I forwarded you all the last communication I have had with CNYRIC which was in July. They were sending the contract to their legal team for review. I have reached out again and still have not had a response. I realize this is going to make us over-budget on our IT services but we aren’t able to move forward until they are ready for us. I will also keep you updated on this.

Main Street/Downtown Revitalization Project

I met with Tim Carpenter and Trustee Chapman relative to the project. The total project will be more than anticipated due to increased material costs, with the likelihood of higher than anticipated costs for the installation. Once we have all the numbers, I will be bringing the final project cost to the Board. The Mayor will likely give you a separate project update.

Need for Executive Session – Employment History of an Employee in the DPW.

Codes Enforcement

- TownHouse East – Mr. Decker has performed inspections and is working closely with the owners on the steps necessary for renovation.
- Fayette Street PUD Update – Planning Board still working through the site plan.
- Former Station #1- Family Tree LLC Special Use (Already addressed by Board)
- World Class TaiKwonDo – opening up in the Manlius Mart and will be hosting a Grand Opening Event soon.

Mayor’s Report

- **Main Street Revitalization** – the furniture will be delivered soon. The State has gone through the area and replaced sections of sidewalk for ADA compliance. Mayor will keep the Board updated as the project progresses. Whorrall would like the funding to be used to bury the power lines in the business districts of the Village.
- **Funding Request – Onondaga County Main Street program** - submitted to County and may cover the ARPA funding guidelines for the project proposal which will include burying the power lines .
- **Limestone Creek Debris Removal** – the County has asked if the village has costs related to debris removal from the recent storms and Mayor Whorrall has researched the standards for FEMA.
- **Local Artist Mural** - he provided the Board with a rendering from a local artist for a mural on the side of one of the buildings in the business district. He also has discussed the possibility of having him paint the traffic control boxes.
- **Safety Committee** – will meet October 21st
- **NYCOM Fall Training** – Mayor Whorrall, Trustee Chapman and the two (2) Deputy Clerks will be attending the NYCOM Fall training next week.
- **Town Comprehensive Plan** – the committee met last week. Mayor plans to meet with Minoa & Fayetteville to discuss what is being related in these meetings.
- **Memorial Park 9/11 Ceremony** – Mayor thanked Trustees Pilewski, Chapman and McGrew along with Deb McGrew for their attendance at the ceremony. He was overwhelmed by the number of people who attended and felt the ceremony was outstanding. There is a need to move forward with Phase II of the project and the Fire Company has begun a “Buy a Brick” program.
- **Mayor’s Association Meeting** – to be held at the Camillus Fire Department tomorrow 9/15 at 6 p.m.
- **Skating Rink** – the information about the skating rink will be sent to the insurance company for their input.

TRUSTEE REPORTS

Trustee Pilewski – Nothing additional to report

Trustee Chapman

- Senior Centre renovation – sign proposed by Ms. Smith was shown to the Board. Ms. Smith feels this signage will better identify the location/entrance to the Senior Centre.
- Podcast – Ann Smith, Director of the Senior Centre is the latest in the podcast series. She was promoting their open house.
- He stated that the Mayor and Fire Department did a great job with the 9/11 Memorial Ceremony.
- Planning Board update and stated that our Codes Enforcement officer is doing a great job.

Trustee McGrew – Police Committee meeting held. The Department won an award for the 6th time. Lieutenant Tina Stanton is currently working on the Police Department budget.

Attorney Report:

Mr. Hunt stated that most everything has already been addressed. He received information from Mrs. Dygert relative to a request from Verizon for updates to the cell tower and a request to look at the lease agreement. He has sent the tower updates to MRB for review.

Executive Session

Motion by Trustee McGrew, seconded by Trustee Pilewski to adjourn the regular meeting to executive session to discuss items related to the employee history of a particular employee in the DPW, and the employment history of an employee in the Codes/Zoning/Planning Departments. MOTION CARRIED 3-0

Board entered executive session at approximately 8:46 p.m.

Having no decisions made in executive session Motion by Trustee McGrew, seconded by Trustee Chapman to leave executive session and re-enter the regular meeting.

Board re-entered regular meeting at 9:35 p.m.

ADJOURN

There being no further business before the Board it was on motion to adjourn the meeting made by Trustee McGrew, and seconded by Trustee Pilewski at 9:35 p.m.

MOTION CARRIED 3-0

Respectfully submitted by,

Martha Dygert
Administrator/Clerk-Treasurer