

**VILLAGE OF MANLIUS
BOARD OF TRUSTEES
January 14, 2020 Regular Meeting**

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

ABSENT: None

OTHERS: Martha Dygert, Administrator/Clerk-Treasurer; Rick James, Village Attorney; Ava Dardis, Samantha Roady, Carly Hack, Jillian Hack; Jeff Lewis, Assistant DPW Supt; Bridget Maloney; Michael Decker, Codes Enforcement; Rich DeGuida, MRB Group; Lisa Baker, Deputy Clerk-Treasurer; Benita Rodriguez, Deputy Clerk; Kate Hill; Jansen Casscles, Fire Chief.

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. He introduced the youth in the audience who had met with him on several occasions regarding a desire to install sidewalks on Enders Road from Eagle Hill Middle School to Route 92. He praised them for their information gathering and for opening this discussion with both the Village and the Town of Manlius. They have met with the Town Supervisor, Assembly Member Stirpe; the Manlius Fire Chief and the owner of the Shining Stars Daycare.

Mayor Whorrall had suggested, prior to attending a Town Board meeting and making a presentation, the group come to the Village Board meeting and discuss their concerns with the Village Board. This would give them the opportunity to see how the Board meetings run and a better idea of what they could expect when making a presentation to the Town of Manlius.

The Board spoke very favorably about the Group (*Agents of Change*) and wished them success.

PUBLIC FORUM:

No one present wished to speak under public forum.

AGREEMENTS

IMA Town of Pompey Fire Protection 2020

The annual agreement for fire protection services between the Village of Manlius and the Town of Pompey for fire and emergency services protection in the Manlius Fire Protection District for the 2020 calendar year was put before the Board. The Town of Pompey held a public hearing on the proposed 2020 budget on November 6, 2019. The IMA does not reflect the correct date and will be amended. The total contract amount is as follows:

Fire Protection:	\$272,385
Ambulance Service:	\$323,525

Motion by Trustee Pilewski, seconded by Trustee McGrew to authorize the Mayor and Fire Department staff to execute the agreement between the Village and the Town of Pompey for Fire Protection for the 2020 year.
MOTION CARRIED 4-0

OCRRRA Annual Hauler Permit

The Board was presented with an agreement to review regarding the annual OCRRRA Hauler Permit for the Village of Manlius to be authorized to haul trash to the OCRRRA facilities. The attorney reviewed and approved the agreement.

Motion by Trustee Pilewski, seconded by Trustee Abdo-Rott to authorize the Mayor to execute the agreement between the Village and OCRRRA for the 2020 calendar year.
MOTION CARRIED 4-0

IMA Village of Fayetteville Stump Grinder

The agreement for a cooperative arrangement with the Village of Fayetteville for the purchase of a stump grinder was provided to the Board for review. Mayor Whorrall explained that the Village of Fayetteville had made a decision to purchase the grinder however no one from the Village of Manlius was ever asked about interest in this cooperative purchase. Mrs. Dygert stated that she received the copy of the agreement in the mail. The cost to the Village of Manlius would be 25% or \$13,847.

Motion by Trustee Abdo-Rott, seconded by Trustee Pilewski to authorize the Mayor to execute the agreement with Fayetteville for the purchase of a stump grinder for DISCUSSION: Several concerns were expressed by the Board. It was the general feeling that the surrounding municipalities were already in the practice of sharing equipment. Assistant Superintendent Jeff Lewis stated that they work well with the Village of Fayetteville and knew they were going to need to purchase a new stump grinder because they seem to use it more than Manlius does. Trustee Abdo-Rott doesn't feel that we should start the process of charging each other for use of equipment as she was involved in the shared purchase of the sewer jetter and the issues related to that IMA. She is more in favor of continuing to help each other as we have been. Trustee Chapman felt that it didn't seem to make economic sense
MOTION FAILED 0-4

COMMUNICATIONS

Manlius Vol Fire Company – Roster Changes 12/12/19

The Fire Company Secretary provided a listing of roster changes voted on at the Fire Company meeting held on 12/12/19:

Probationary Membership to full Active Membership
Shannon Allen
Bryan Franco
Andrew Ottaviano

Resigned from Full Active Membership
Lisa Thau

Motion by Trustee McGrew, seconded by Trustee Chapman to approve the membership changes effective 12/12/19 as outlined by Secretary Furey.
MOTION CARRIED 4-0

Manlius Vol Fire Company – Roster Changes 1/9/20

The Fire Company Secretary provided a listing of roster changes voted on at the Fire Company meeting held on January 9, 2020:

Resigned/Removed from Membership
Andrew Tyner Julie Francis
Adam Kahn Pat Langan
Natalie Mash Elliot Sanders

Motion by Trustee Abdo-Rott, seconded by Trustee Chapman to approve the membership resignation/removal as outlined by Secretary Furey. MOTION CARRIED 4-0

Voted to Probationary Membership
Dan Miller Fire/EMS

Motion by Trustee Abdo-Rott, seconded by Trustee McGrew to approve the probationary membership as outlined by Secretary Furey. MOTION CARRIED 4-0

Voted to Auxiliary Membership
Julie Francis
Katie VanDyke
Kelly Furey
Meagan Stiles

Motion by Trustee McGrew, seconded by Trustee Chapman to authorize the auxiliary membership changes as outlined by Secretary Furey. MOTION CARRIED 4-0

Manlius Vol Fire Company – Election Results 2020

Elected Line Officers
Deputy Chief Greg VanDyke
Captain Matt Whitford
Lieutenant Mike Maggio
Lieutenant Brandon Heffernan
Fire Police Capt Rick Wharton
Fire Police Lt George Davenport
Dir of Med Oper Kevin Best
DDMO Erik Eklund

Elected Company Officers
President Tom Rentz
Vice President Dan Stiles
Secretary Rob Furey
Treasurer David Haase
Sergeant at Arms Glen Roet

Motion by Trustee McGrew, seconded by Trustee Pilewski to ratify the Chief Officer (VanDyke) and acknowledge receipt of the remaining elected Line and Company officers. MOTION CARRIED 4-0

Brookdale – Village Centre Emergency Shelter

Received communication from Brookdale Manlius regarding the annual request to approve provisions for an emergency shelter in the case of a disaster or other emergency as outlined in the correspondence and asking for the Mayor to execute the authorization to designate the Village Centre as Red Cross shelter for the residents of Brookdale.

Motion by Trustee Pilewski, seconded by Trustee McGrew to authorize Mayor Whorrall to sign the acknowledgement for Brookdale Manlius that the Village Centre will act as a Red Cross Shelter in the event of a disaster or emergency. MOTION CARRIED 4-0

Onondaga County Tax Rates by Town

Mrs. Dygert provided the Board with a copy of the tax rates by Town for informational purposes only.

MINUTES

- The minutes of the December 10, 2019 Regular Meeting were distributed to the Board for review.
Motion by Trustee McGrew, seconded by Trustee Chapman to approve the minutes as submitted. MOTION CARRIED 4-0

TRAINING REQUISITIONS

Mayor/Trustees

- Whorrall & McGrew NYCOM Legislative Conference Cost: Approx \$900 ea
Motion by Trustee Pilewski, seconded by Trustee McGrew to approve the training requisitions for attendance at the NYCOM Legislative Conference in Albany as submitted. MOTION CARRIED 4-0

Clerk/EMS

- Dygert & Casscles Cost Data Collection 1/24/2020 Cost: \$125.00 each
DISCUSSION: Chief Casscles stated that he should attend as well as Ms. Dygert as there is more than just billing information required under this new mandated reporting.
Motion by Trustee McGrew, seconded by Trustee Chapman to approve the training requisitions for the Clerk and Fire Chief to attend the Cost Data Collection seminar. MOTION CARRIED 4-0

Fire/EMS

- Casscles Fire Officer 1 Instructor Cost: N/A
 Authorization for 5-day leave to attend training.
Motion by Trustee Abdo-Rott, seconded by Trustee McGrew to authorize Chief Casscles to attend the Fire Officer 1 Instructor training at the Fire Academy. **MOTION CARRIED 4-0**

DEPARTMENT REQUISITIONS
Fire/EMS (Department Report)

ABSTRACT

RESOLUTION TO APPROVE PAYMENT OF CLAIMS - January 14, 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 008	\$485561.93	(V619-764)
Trust & Agency	Abstract 327	\$214.50	(V58)
and			

December Payroll Expenses for Payroll #25, #26, #26A & #26B of 2019 (attached) \$183,942.15

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees of the Village of Manlius approve the payment of claims **totaling \$669,718.58** by the Village Treasurer as outlined above.

Motion by Trustee Chapman seconded by Trustee Pilewski to approve payments as outlined.
MOTION CARRIED 4-0

DEPARTMENT REPORTS

DPW– Other than the ongoing projects within the Department, Mr. Sherwood had the following to bring to the Board for approval:

Appointment - DPW Laborer II F/T – Tyler Baker

DPW Superintendent Chris Sherwood asked the Board to consider appointment of Tyler Baker to the position of full-time laborer in the DPW at a starting salary as outlined in the Teamster’s Collective Bargaining Agreement effective as soon as they have a mutually agreed-upon start date.

Motion by Trustee Abdo-Rott, seconded by Trustee Chapman to approve the appointment of Tyler Baker as requested.
MOTION CARRIED 4-0

Mr. Sherwood also advised that the cygnets would be removed soon. They discussed the process for disposal of dead animals – Mr. Lewis explained the procedure required by the NYSDEC. The dead animals are layered in the mulch called “shelving” by the NYSDEC. They also discussed the need to increase the tire & mattress disposal fees.

Recreation – Ms. Rodriguez was present and had the following information for the Board to consider: She first provided an update on Daddy/Daughter dance registrations. 4th of July Committee update – request by the Committee to increase the vendor fees as follows:

Vendor Fees - 4th of July

Non-Profit Vendor Fee	\$100
For-Profit Vendor Fee	\$250
Friday Only Fee	\$175

Motion by Trustee Pilewski seconded by Trustee Chapman to approve the increase in vendor fees for the 4th of July as submitted.
MOTION CARRIED 4-0

Administrator/Clerk-Treasurer – Mrs. Dygert updated the Board on ongoing projects and had the following for approval:

BuybackChart – Unused Vacation & Sick Per Agreements

The Board was presented with a listing of employees eligible for buyback of unused vacation & sick leave as per the collective bargaining agreements and Employee Handbook. Total amount of buyback is \$35,252.27.

Motion by Trustee McGrew, seconded by Trustee Chapman to approve the buyback amounts as submitted.
MOTION CARRIED 4-0

Fire/EMS – Chief Casscles was present.

AHR Mechanical – Preventative Maintenance

Quotes were received for two PM visits annually and the low bidder was AHR Mechanical.

Motion by Trustee McGrew, seconded by Trustee Abdo-Rott for authorization to hire AHR Mechanical at a cost of \$2255 per year for PM on the Fire Dept HVAC system.
MOTION CARRIED 4-0

Car 1 Upfitting – Light & Siren Package

Three quotes received with Bush Electronics submitting the low bid at \$9395.

Motion by Trustee Abdo-Rott, seconded by Trustee McGrew to approve award of the light package upfit for the Chief Vehicle to Bush Electronics in the amount of \$9395.
MOTION CARRIED 4-0

Assistance to Firefighters Grant Application – Radios

Chief Casscles explained that the Fire Departments within the Town of Manlius have been working on writing a cooperative grant application for Assistance to Firefighters for new radios. He is asking the Board to consider authorizing the submittal of the grant application with the Mayor executing on behalf of the Village. This is an MOU to file a cooperative grant. We are not in critical levels of functionality in Manlius but looking down the road, this makes sense to participate in this program.

Motion by Trustee Chapman seconded by Trustee McGrew to authorize the Mayor to execute the Assistance to Firefighter’s Grant application for the purchase of new radios as outlined.

MOTION CARRIED 4-0

Chief Casscles discussed the RMS system and that they need to seek alternative software for reporting. They have established a committee to look at the providers. He gave details on the RMS system relative to interfacing with other reporting systems and that we have used the RMS system for the build out of the LOSAP program. He explained many of the challenges facing the committee and will provide updates.

Chief Casscles stated that he reached out to CNYRIC for a quote to provide IT services through BOCES for the Fire Department for \$2499 per year plus \$75/hour. In defense of Garam Group what we get from them is far more “robust” than what we will get through BOCES. He is waiting for pricing from Garam to bring to the Board.

Ambulance Auction Results – Surplus Ambulances

The high bidder on Ambulance (A2) was \$25,900 and the high bid on the second ambulance was \$22K. The entity with the high bid on the ambulance was Eastern Wayne EMS and reached out that they would be willing to purchase the second ambulance directly from us. They would also like to purchase the Stryker stretchers in the amount of \$3,000 each.

Motion to declare surplus the 2014 Ford ambulances and Stryker Stretchers by Trustee McGrew, seconded by Trustee Chapman.

MOTION CARRIED 4-0

Motion by Trustee McGrew, seconded by Trustee Pilewski to accept the \$25,900 bid for A2 on Auctions International and reject the \$22k bid for A1.

MOTION CARRIED 4-0

Motion to accept the offer from Eastern Wayne EMS in the amount of \$25,900 for the purchase of the second ambulance (A1) 2014 Ford and for the purchase of \$6000 total for both Stryker stretchers made by Trustee McGrew and seconded by Trustee Pilewski.

MOTION CARRIED 4-0

Appointment – Temporary Full-Time Firefighter/EMT Chris Dooher

The canvass having been completed and responses received, the Fire Chief and Deputy Chief selected candidate in the #2 spot on the eligibility list. Mr. Dooher has experience in Onondaga County.

Motion by Trustee Chapman, seconded by Trustee McGrew to approve the appointment of Chris Dooher to the Full-time temporary position for a period of 6 months with salary as outlined in the collective bargaining agreement.

MOTION CARRIED 4-0

OLD BUSINESS

Main Street Revitalization Committee – Mayor Whorrall gave an update on the status of the Grant application.

He stated that he had been working closely with all Committee members especially Trustee Chapman. There are currently 10-12 businesses wishing to participate in this project and this portion of the grant application will only use a small portion of the funding. They are hoping to complete four (4) phases of grant applications and the ultimate goal of these projects is to provide for “traffic calming” which ultimately will require cooperation with the NYS DOT.

Trustee Chapman stated he is appreciative of the time commitment by Bridget Maloney and Rob Oley. Reiterated the long-term goal and that the businesses aren’t going to be successful and the downtown isn’t going to be beautiful until we are able to alleviate the traffic concerns which is the long-term goal. In the short-term we have a good chance of being the recipient of this \$300K grant and there are 9 villages applying for five (5) grants and he feels we have advantages and a great chance of receiving. There will be two parts if awarded – public improvements to areas from Pleasant to North Street around the corner: Improving the treescape; ornate lamps; hanging baskets. Include some public seating areas – promoting walkability. This grant is exclusively for aesthetic value.

TRUSTEE REPORTS

Trustee Pilewski - Reviewed the Court report for December and stated that it is essentially the same revenue as this month last year.

Trustee Chapman

- Other than the Main Street Revitalization Committee already covered, he had nothing additional to report.

Trustee Abdo-Rott

- Working with the DPW on the new hire
- Trash Policy – will be ready to bring something to the next meeting
- Revitalization Grant Committee – would like to see the committee look at the Clock in Time Square and the elevation of the sidewalk. She is concerned that when improvements are made, who will have to maintain the project once it is developed. Trustee McGrew stated that there are local businesses willing to help and could have dedicated areas for maintenance.

Trustee McGrew

- Researching the dissolution of the Village Court. What he has found is that the Village can vote to abolish the Court at any time but would take effect upon the termination of the term of the Village Justice. He would like to see a decision well in advance of the term expiring so that the Town of Manlius can be prepared.

ENGINEER REPORT

Bid Award – HVAC/Window & Door Project

The three construction contracts for the Village Centre Renovation project are as follows with lowest responsible bidders as the recommended for contract award:

General Contractor	S.J Thomas Co, Inc	\$726,900
Mechanical Contractor	Airside Technology Corp	\$598,000
Electrical Contractor	Patricia Electric	\$180,250

Motion by Trustee Abdo-Rott, seconded by Trustee McGrew to award the bids for the Village Centre Renovation project as outlined. MOTION CARRIED 4-0

Mr. DeGuida stated he would meet with the Mayor to execute the Contract Award documents.

ATTORNEY REPORT

1. OCRRA – hauler agreement discussed with DPW.
2. NYS Shared Services Agreement

MAYOR REPORT

- Fire Department Installation Dinner scheduled for February 8, 2020.
- NYCOM Legislative Conference at the Mariott Albany – he and Trustee McGrew received approval earlier in the meeting.
- 2020-2022 County-wide Shared Services Agreement was unanimously approved.
- Safety Committee update
- County Mayor’s Association – Liverpool tomorrow night.
- NY Community Solar Program
- State of Community will be held at the Village Centre on January 16th at 7:00 p.m.

Executive Session

Motion by Trustee Pilewski seconded by Trustee Abdo-Rott to enter executive session to discuss a personnel matter. MOTION CARRIED 4-0

Village Board entered executive session at approximately 9:05 p.m.

***It is unclear when the Board left executive session or the votes to come out and votes to adjourn.*

ADJOURN

Motion to adjourn the meeting. MOTION CARRIED

Respectfully submitted by,

Martha Dygert
Administrator/Clerk-Treasurer