

**VILLAGE OF MANLIUS
BOARD OF TRUSTEES
April 9, 2019 Regular Meeting**

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

ABSENT: None

OTHERS: Martha Dygert, Administrator/Clerk; Michael Decker, Codes Enforcement; Bridget Maloney; Kevin Best, MFD; Kurt Honis; Sarah Berman; Chris Sherwood, DPW Superintendent (7:05); Benita Rodriguez, Deputy Clerk Recreation; Greg VanDyke, Deputy Fire Chief.

The meeting was called to order by Mayor Whorrall at 7:00 p.m.

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.

PUBLIC FORUM:

There was no one present wishing to speak.

Mayor Whorrall tabled the adoption of the Bond Resolution for later in the meeting as the DPW Superintendent hadn't yet arrived.

MS4 Assistance – Onondaga County WEP

Motion to approve initially made by Trustee Abdo-Rott, seconded by Trustee Chapman. DISCUSSION: Attorney James asked that this issue and the other IMA with Onondaga County be held until after an executive session for attorney advice. Mayor Whorrall stated that he would hold on those two items until after an executive session later in the meeting.

HiWayTrac Agreement – An agreement for providing GPS tracking in certain DPW vehicles (15) was presented to the Board. Attorney James pointed out relevant terms of the agreement. Mr. Sherwood stated that this is relatively the same company – the partners split from the prior company and this is one of the partners of Tracmanager. The monthly fee for the fifteen (15) units is \$315/month total.

Motion by Trustee Abdo-Rott, seconded by Trustee Chapman to approve execution of this agreement.

MOTION CARRIED 4-0

BOND RESOLUTION – Rubbish Removal Equipment

Mr. Sherwood explained that with the purchase of this equipment we would be starting a new process for trash pickup. There would be two men on the trash detail instead of three and there would no longer be guys on the back of the truck. This would not only help financially and from a liability standpoint but also for the aesthetics.

The Bond resolution would allow for the borrowing of \$460,000 total for the purchase of this equipment. The Board discussed selling the packer and Mr. Sherwood stated it would be good to keep as a backup. A lengthy discussion on borrowing, the trash policy and plan took place with all Board members involved in the discussion.

Motion by Trustee Abdo-Rott, seconded by Trustee McGrew to adopt the bond resolution in the amount of \$460,000 for the purchase of rubbish removal equipment. DISCUSSION: (the following points were discussed regarding the proposed bond resolution)

- Mrs. Dygert explained the financing – the bond resolution timeline and the types of financing available. She also explained the thought behind borrowing by way of issuing serial bonds to pay for the Village Centre renovation project and the truck together. The two have different periods of probable usefulness per the NYS Finance Law and therefore require the adoption of separate bond resolutions.
- Questions were posed regarding the duration that the new vehicle would be financed and projected useful life of the vehicle and totes.
- Projected cost savings and current staffing levels was discussed by the Board and Mr. Sherwood.

- Trustee Chapman discussed the input he received from the Clerk-Treasurer of North Syracuse. They have always outsourced their trash pickup and currently pay Syracuse Haulers \$480k annually for trash removal.
- Mrs. Dygert explained that adoption of the bond resolution was not to be considered a commitment to purchase the equipment but rather gave the Village the ability to make the purchase if voted on to approve.

BOND RESOLUTION BOND RESOLUTION DATED APRIL 9, 2019 OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MANLIUS AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$460,000 AGGREGATE PRINCIPAL AMOUNT OF SERIAL GENERAL OBLIGATION BONDS TO FINANCE THE COST OF THE ACQUISITION OF A GARBAGE COLLECTION PACKER AND RELATED EQUIPMENT, AT AN ESTIMATED MAXIMUM COST OF \$460,000, LEVY OF TAX IN ANNUAL INSTALLMENTS IN PAYMENT THEREOF, THE EXPENDITURE OF SUCH SUM FOR SUCH PURPOSE, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.

BE IT RESOLVED, by the Board of Trustees of the Village of Manlius, Onondaga County, New York (the "Village") (by the favorable vote of not less than two-thirds of all of the members of the Board) **on motion by Trustee Abdo-Rott, seconded by Trustee McGrew** as follows:

Section 1. The Village is hereby authorized to issue its serial general obligation bonds (the "Bonds") in the aggregate principal amount of not to exceed \$460,000 pursuant to the Local Finance Law of New York, in order to finance the class of objects or purposes described herein.

Section 2. The class of objects or purposes to be financed pursuant to this Resolution is the acquisition of a garbage collection packer truck and related equipment (the "Purpose").

Section 3. It is hereby determined and declared that (a) the maximum cost of the Purpose, as estimated by the Village Board of Trustees, is \$460,000, (b) the Village Board of Trustees has not previously authorized the expenditure of the funds necessary to finance the cost of the Purpose, and (c) the Village plans to finance the cost of the Purpose entirely from funds raised by the issuance of the Bonds and bond anticipation notes hereinafter referred to.

Section 4. It is hereby determined that the Purpose is one of the class of objects or purposes described in Subdivision 28 of Paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of the Purpose is fifteen (15) years. The maximum maturity of the Bonds will exceed five (5) years.

Section 6. Subject to the provisions of the Local Finance Law, the power to further authorize the issuance of the Bonds and to authorize the issuance of bond anticipation notes issued in anticipation of the sale of the Bonds (including renewals thereof) and to prescribe the terms, form and contents of the Bonds and bond anticipation notes, including the consolidation with other issues and use of substantially level or declining annual debt service, and to sell and deliver the Bonds and bond anticipation notes, is hereby delegated to the Village Treasurer. The Village Treasurer is hereby authorized to sign and the Village Clerk is hereby authorized to attest any Bonds and bond anticipation notes issued pursuant to this Resolution, and the Village Clerk is hereby authorized to affix to such Bonds and bond anticipation notes the corporate seal of the Village.

Section 7. The faith and credit of the Village are hereby irrevocably pledged for the payment of the principal of and interest on such Bonds and bond anticipation notes as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. There shall be levied annually on all taxable real property of the Village, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

Section 8. This Resolution shall constitute the declaration of the Village's "official intent" to reimburse expenditures authorized by Section 1 with proceeds of the bonds and notes, as required by United States Treasury Regulation Section 1.150-2. Except as otherwise permitted by United States Treasury Regulation Section 1.150-2, the Village will not use proceeds of the Bonds or notes to reimburse itself for prior expenditures for the Purpose unless: (1) the original expenditure was made not more than 60 days prior to the adoption of the Resolution, (2) the reimbursement will be made within three years after the later of the date the original expenditure was paid or the date the Purpose is placed in service or abandoned.

Section 9. This Resolution is adopted subject to a permissive referendum pursuant to Section 35.00 of the Local Finance Law and Article IX of the Village Law. The Village Clerk is hereby authorized and directed within ten (10) days after the adoption of said Resolution, to cause to be published a notice which sets forth the date of the Resolution's adoption and contains an abstract of the Resolution concisely stating its purpose and effect.

Section 10. When effective, this Resolution, or a summary thereof, shall be published in full by the Village Clerk together with a notice in substantially the form prescribed by Section 81.00 of the Local Finance Law, and such publication shall be in each official newspaper of the Village. The validity of the Bonds or of any bond anticipation notes issued in anticipation of the sale of the Bonds may be contested only if such obligations are authorized for an object or purpose for which the Village is not authorized to expend money, or the provisions of law which should be complied with at the date of publication of this Resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is

commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 11. This Resolution shall take effect upon the earlier of (a) the expiration of the time for filing a petition requesting that the issuance of the Bonds be submitted to referendum or (b) a positive vote upon the referendum authorizing the issuance of the Bonds.

ROLL CALL:

Trustee Abdo-Rott	Aye
Trustee Chapman	Aye
Trustee McGrew	Aye
Trustee Pilewski	Aye

MOTION CARRIED 4-0

MINUTES

- **March 12, 2019 Regular Meeting** – The minutes of the regular meeting were distributed to the Board and reviewed.
Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the minutes of March 12, 2019 minutes as amended (*Trustee Abdo-Rott asked that the reference to her report be amended*).

MOTION CARRIED 4-0

Public Hearing – Proposed Local Laws #1-6 2019

There are six (6) local laws drafted for review by the Village Board. The first is to amend schedule A102 of the Code to eliminate references to a fee schedule which is currently outdated. The purpose to amend the schedule would be to allow the Village Board to set fees for permits and other fee-related items outlined in the Village Code by resolution. The second through sixth proposed laws would be amending chapter 94 to allow additional areas of *No Parking* on Village streets.

Motion by Trustee Abdo-Rott, seconded by Trustee Chapman to set the public hearings on the proposed local laws to begin at or about 7:05 p.m. on Tuesday, May 14, 2019 in the Board room at Village Centre.

MOTION CARRIED 4-0

TRAINING REQUISITIONS

Fire/EMS

- Karasek EMS Teaching Day, May 14, 2019 Approx Cost: OT only
Motion by Trustee McGrew, seconded by Trustee Pilewski to approve the training for Mr. Karasek as submitted.
MOTION CARRIED 4-0
- Karasek NYSAFC Hoarder Fire, June 14, 2019 Approx Cost: OT only
Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the training for Mr. Karasek as submitted.
MOTION CARRIED 4-0
- Karasek EMS Certified Instructor Update – May 18, 2019 Approx Cost: OT only
Motion by Trustee Pilewski, seconded by Trustee McGrew to approve the training for Mr. Karasek as submitted.
MOTION CARRIED 4-0
- Gabriel Advanced Wildland Firefighting, April 12, 2019 Approx Cost: OT only
Motion by Trustee McGrew, seconded by Trustee Chapman to approve the training for Mr. Gabriel as submitted.
MOTION CARRIED 4-0
- Gabriel Tactical Fireground Simulations, April 26-27, 2019 Approx Cost: OT only
Motion by Trustee Pilewski seconded by Trustee Chapman to approve the training for Mr. Gabriel as submitted.
MOTION CARRIED 4-0
- Provo NYS Assn of Fire Chaplains conference April 28-May 1 Cost: \$600
Motion by Trustee McGrew seconded by Trustee Pilewski to approve the training for Mr. Provo as submitted.
MOTION CARRIED 4-0
- Watson Basic Wildland Firefighting April 12, 2019 Cost: \$0

Motion by Trustee Pilewski seconded by Trustee Chapman to approve the training for Mr. Watson as submitted.
MOTION CARRIED 4-0

DPW

- Sherwood 2019 Highway School, Cornell June 3-5, 2019 Cost: \$110
Motion by Trustee Abdo-Rott, seconded by Trustee Chapman to approve the training for Mr. Sherwood as submitted.
MOTION CARRIED 4-0

Mayor & Trustees

- Whorrall & Chapman NYCOM Annual Meeting & Training School May 5-7 Cost: \$500-\$1000
Motion by Trustee Abdo-Rott seconded by Trustee Chapman to approve the attendance at the NYCOM training for Mayor Whorrall and Trustee Chapman as submitted.
MOTION CARRIED 4-0

DEPARTMENT REQUISITIONS

DPW

- MDI Truck #7 -Install Pre-Wet System per Contract 7974 OC Cost: \$4286
Motion by Trustee Abdo-Rott, seconded by Trustee Pilewski to approve requisition as submitted.
MOTION CARRIED 4-0
- Suit Kote Crack Seal Village Streets Cost: \$11,320
Motion by Trustee Abdo-Rott, seconded by Trustee Chapman to approve the Suit Kote requisition as submitted.
MOTION CARRIED 4-0
- Zerillo's Greenhouse Plants & Hanging Baskets Cost: \$3014
Motion by Trustee Abdo-Rott, seconded by Trustee Chapman to approve the Zerillo's requisition as submitted.
MOTION CARRIED 4-0

ABSTRACT

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 014	\$1644.00	(V 1046) * Added to Abstract 14
General Fund	Abstract 015	\$548,668.86	(V 1047-1162)
Trust & Agency	Abstract 318	\$ 115.00	(V 34)

and

February Payroll Expenses for Payroll #06 & 07 of 2019 (attached)
\$139,846.80

NOW THEREFORE BE IT RESOLVED, on motion by Trustee Pilewski, seconded by Trustee McGrew: that the Board of Trustees of the Village of Manlius approve the payment of claims by the Village Treasurer as outlined above.
MOTION CARRIED 4-0

DEPARTMENT REPORTS

Administrator – Mrs. Dygert was present to answer questions. Other than the informational items within her report, there was one item for approval.

4th of July Donation Account

Within the accounting program and not through a separate bank account, a general ledger account should be created to account for any donations received for the 4th of July event. One donation in the amount of \$50 was received from a local business.

Motion by Trustee Abdo-Rott, seconded by Trustee Chapman to authorize the treasurer to create the necessary GL account for the 4th of July gifts and donations.

MOTION CARRIED 4-0

Fence on Stickley Drive

Mrs. Dygert noted that the agreement with the Little League had been signed and was in place and that Jeff Lewis handled this for us. Chris Sherwood stated that he feels there is a dangerous issue with a fence to the rear of the ballfields and a drop off. Mayor Whorrall stated he thinks the fence belongs to Stickley. Codes Enforcement officer Mike Decker to look at the issue.

Recreation – Ms. Rodriguez was present to answer questions.

Summer Playground Program Directors

The following directors were presented to the Board for consideration for the Summer Playground Program:

Deanna Weiss	\$15.00/hour
Colton Oliver	\$13.00/hour
Ivy Senke-Starowicz	\$14.00/hour
Ben Rayland	\$13.00/hour

Ms. Rodriguez explained that there are still two director positions open. Trustee Abdo-Rott Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the director positions as presented for the 2019 summer playground program. **MOTION CARRIED 4-0**

Amphitheatre Request – Pure Barre Syracuse

Mrs. Rodriguez explained of a request from Barre3 to use the amphitheater to provide a free class to the public. The purpose of the event is to promote the business and to offer a free class to residents. The Board asked that the applicant provide sufficient insurance prior to the event. Trustee Chapman asked that the language in the contract reflect the importance of the correct language to make sure it is clear, by approval of our insurance representative, that the entity reserving the facility is liable for any issues related to the event.

Motion to approve request made by Trustee Pilewski, seconded by Trustee Chapman pending receipt of adequate proof of insurance. MOTION CARRIED 4-0

Playground program – Scholarship Request

Although not attached to her report, Ms. Rodriguez explained to the Board the request made by a professional affiliated with the FM School District, to provide a scholarship for two children (Snyder and Kneer) as indicated in the request and on file in the Recreation office. Ms. Rodriguez stated that they attended last year and had a scholarship as well.

Motion by Trustee McGrew, seconded by Trustee Pilewski to approve the scholarship request as submitted. MOTION CARRIED 4-0

Playground Fees – ProRated Amounts

A specific request was received by a parent asking to allow for payment for one session with her children attending every other week, which would result in two weeks of session 1 and one week of session 2. A lengthy discussion ensued surrounding an “a la carte” registration process. She received an additional request for another family to only pay for two days a week (Tues, Thurs). Trustee McGrew would like the Rec Board to review these requests. Ms. Rodriguez stated that the Rec Board was opposed to the a-la-carte approach and Trustee Pilewski deferred to Ms. Rodriguez as she would be the one to manage this registration and feels that the Board should defer to her.

Motion by Trustee Pilewski, seconded by Trustee Chapman to approve this single request for payment of one session which would be spread across both playground sessions. MOTION CARRIED 3-1

(Trustee Abdo-Rott voted against)

Softball League – Village sponsored

Motion by Trustee Abdo-Rott, seconded by Trustee Chapman to approve the sponsorship of the women’s softball league as done in the past with only insurance coverage needed from the Village. MOTION CARRIED 4-0

July 4th Celebration Update

Mayor Whorrall took the opportunity to give an update on the 4th of July planning. There have been discussions by the committee regarding the rides, games and food service for the 4th of July event. There is a company available to provide all

Mrs. Dygert discussed the request by the Chief to declare certain items surplus and that this can't happen until the Department is not using the equipment any longer. She also stated that the request for purchase of the new Engine should come to the finance committee for review prior to any decision by this Board.

Trustee Chapman left the meeting (stepped out) from approximately 8:55 until 9:00 p.m.

Budget Transfer

From Fire Equipment (A3410.220) to Fitness (A3410.429) TOTAL \$750

Motion by Trustee McGrew, seconded by Trustee Pilewski to approve the budget transfer as requested.

MOTION CARRIED 3-0

Mayor Whorral acknowledged that the Village Safety Committee is looking into a solution to the problem with Engine 3 as noted in the Chief's report.

Old Business – Fire Station Sale

Per the Village Attorney, Station #2 is ready to be listed for sale. The abstract for Station #1 was just received and is lengthy. Attorney will review and bring a recommendation back to the Board by the next meeting. If there are no real issues with the property, the Board could list for sale contingent upon completion of the subdivision process.

TRUSTEE REPORTS

Trustee Pilewski – aside from the Recreation updates discussed earlier in the meeting, he has nothing additional to report.

Trustee Abdo-Rott

Village Centre Renovation Public Bid

Trustee Abdo-Rott stated that the committee recommends rejecting all the bids for the renovation project with the intention of re-bidding the project in September in the hopes of getting a better response. The Board discussed this briefly.

Motion by Trustee Abdo-Rott, seconded by Trustee McGrew to reject all bids and re-bid in September.

MOTION CARRIED 4-0

Trash Policy Roundtable meeting

Trustee Abdo-Rott would like the Board to meet to discuss the trash program. It was decided to meet to discuss at the meeting on the 23rd.

Special Meeting Set – Budget Workshop Adoption

Motion by Trustee Abdo-Rott, seconded by Trustee Chapman to set a special meeting on April 23rd at 6:30 p.m. for the purpose of holding a budget workshop and to discuss the trash program.

MOTION CARRIED 4-0

Trustee Chapman– Stated he met with three property owners on E Seneca Street adjacent to Café 119 and spoke generally regarding parking.

Trustee McGrew – Met with the Chief regarding the budget and his report. He also stated that the Police Department is in the process of hiring two (2) new officers.

ATTORNEY REPORT

- Station #2 is ready to be listed for sale
- Six Local laws were drafted and reviewed with the public hearings scheduled for May 14th.
- Litigation – If anyone has questions on what has been circulated, you may discuss in exec session or contact him directly.
- The Centerfield Highway Construction and Stormwater agreements have been finalized. The Attorney recommends approval of executing both agreements. Attorney James explained the Letter of Credit and how the Board approves each draw down of funds for the completed work.

Centerfield Subdivision – Highway Construction & Stormwater Agreements

Motion by Trustee Chapman and seconded by Trustee Pilewski to authorize Mayor Whorral to execute both agreements and have a letter of credit/security held in favor of the Village in the amount of \$228,490

- **Manlius Liberty Commons Ground Mortgage** – Attorney will have everything to terminate the PILOT with OCIDA to release the mortgage by the next meeting and the Village will receive \$7k in impact fees and he won't agree to releasing the mortgage until those funds are received.
- Two Exec Session Matters
 - Discuss real estate transaction for which public exposure could affect the purchase price
 - Attorney advice regarding two proposed intermunicipal agreements.

MAYOR REPORT

- Attended the Managing Chaos workshop sponsored by the US Dept of Homeland Security and Emergency Services – All levels of law enforcement and public safety were in attendance. It covered issues related to all types of terrorist attacks.
- Safety Committee meeting update – meeting regularly focusing on several topics of safety-related issues. They do an agenda now so that they have the information for the PERMA risk assessment. OSHA and Sexual harassment training scheduled for tomorrow. Discussed Village parking & traffic issues. Will establish a committee for an active shooter incident training.
- PERMA Conference, May 22-24th
- Striping on Apparatus Floor – Fire Station
- Fire Department willing to put an AED back in the Village Centre near the Senior Centre.
- Proposed cameras at Mill Run and ball fields
- DPW – County Water hydrant use update guidelines
- MammoVan scheduled to be at the Village Centre on June 10th, coordinated with the Senior Centre.
- NYCOM – May 5-7 in Cooperstown. Opioid Epidemic presentation created by the Fire Department which was sent to NYCOM for the Local Government Achievement Award.
- Mayor's Association meeting for just Mayors and Town Supervisors on May 17th in Liverpool.

EXECUTIVE SESSION

Motion by Trustee Abdo-Rott seconded by Trustee McGrew to adjourn to executive session to consult Attorney; for matters relating to the sale or acquisition of real property; two matters relating to attorney advice for proposed intermunicipal agreements.

MOTION CARRIED 4-0

Board adjourned to executive session at approximately 9:25 p.m.

There being no decisions made nor votes taken in Executive Session, it was on motion by Trustee McGrew, seconded by Trustee Abdo-Rott to leave executive session and reenter the regular meeting.

MOTION CARRIED 4-0

ADJOURN

Motion by Trustee McGrew seconded by Trustee Abdo-Rott to adjourn the meeting

MOTION CARRIED 4-0

The meeting was adjourned at approximately 9:37 p.m.

Respectfully submitted by,

Martha Dygert
Administrator/Clerk-Treasurer