

**VILLAGE OF MANLIUS  
BOARD OF TRUSTEES  
April 12, 2022 Regular Meeting**

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

**ABSENT:** None

**OTHERS:** Martha Dygert, Administrator/Clerk-Treasurer; Brad Hunt, Village Attorney; Chris Sherwood, DPW Superintendent; Mike Decker, Codes Enforcement Officer; Jansen Casscles, Fire Chief; Dave Knapp, County Legislator and Steve Weiter.

Mayor Whorral opened the meeting at 7:00 p.m. The Pledge of Allegiance was recited and he welcomed those present. Prior to opening the public forum, Mayor Whorral welcomed Nathan Thompson, who has proposed an Eagle Scout project to perform work at Perry Springs park.

- Replace bench
- Trail - mulch
- Clean up trash throughout the park

Mayor Whorral asked that Nathan reach out to DPW Superintendent Chris Sherwood. Chris will work with him to make sure he has what he needs to complete the project. Trustee Chapman has spoken with the P&R Board members about improvements to the parks.

**Motion by Trustee Chapman, seconded by Trustee McGrew to approve the Eagle Scout project proposed by Nathan Thompson as presented.** **MOTION CARRIED 4-0**

**PUBLIC FORUM:**

Mr. Rob Oley asked if the Board has had contact with the property owner between the back entry to Tops and the SECNY Credit Union which he usually works on during the Earth Day cleanup. There is some furniture in this location and Mr. Oley has begun a cleanup in the area. He believes this area is owned by the owner of Tops Plaza. Mr. Oley thought this area would make a nice pocket park. Mayor Whorral stated that the Village is trying to remedy some issues with the three properties on the corner of Fayette and down West Pleasant Street.

**Public Hearing – Tentative 2022-2023 Budget**

**Motion by Trustee Chapman seconded by Trustee McGrew to open the public hearing the Tentative budget.** **MOTION CARRIED 4-0**

Mayor Whorral explained the budget process. The Department Heads meet with their liaisons drafting their budget requests. They are then submitted to the Mayor and Mrs. Dygert to go through. Many factors are considered when determining what projects will be included in the upcoming budget. This year, the ARPA funding was included in the upcoming budget. The revenue is recorded on the revenue side of the budget with offsetting ARPA projects on the expenditure side. The ARPA projects were decided upon by a committee appointed by the Mayor. Mrs. Dygert advised the group that the tentative budget reflects a 1% decrease in the tax rate from the 2021-2022 adopted budget.

Mr. Steven Weiter asked if the large increases in some of the budgetary lines were directly related to those identified ARPA projects. Mrs. Dygert confirmed this to be true. He also questioned the reduction in the tax rate and this was discussed. Mr. Weiter also noted a large reduction in the hatchery line. Mrs. Dygert explained the rationale behind this.

Mr. Oley asked specific questions regarding the budget and what some of the figures mean. Mr. Oley also pointed out that the Mayor's salary was listed as zero. This was an oversight. There were several other lines he questioned, all answered by the Board members and staffed. He asked about the personal services for the trash removal and Mrs. Dygert explained that she takes the total amount of DPW wages and distributes the total amount among the other personal services lines attributable to the DPW staff. Mrs. Dygert stated that he needs to look at not the budgeted numbers but the year-end actuals. The explanation of why the transition to the new process and whether or not there really is a cost savings. Again, Mrs. Dygert stated that he should be looking at the year-to-date actuals.

Mr. Weiter asked about the bridge in Mill Run and Mr. Sherwood and Mayor Whorrall stated that this is being worked on by an Eagle Scout and also part of the FEMA project request.

Mayor Whorrall went through some other projects which may be included in the second round of the ARPA funding. There are also some additional grant opportunities.

Mr. Chapman stated that he is assigning a park to each of the Parks & Rec Advisory Board who will be tasked with putting together a long-term plan for each park and will then put together a comprehensive proposal to the Board.

Mr. Chapman also discussed the Finance Committee and have discussed increasing the contingency, a further reduction with a possible additional tax rate reduction. He would like to look deeper to see what fund balance increases are due to one-time events and others which may be inherently systemic.

Mayor Whorrall let Mr. Oley know he was welcome to reach out at any time if he had more questions.

Otherwise, there being no one present wishing to speak, it was on Motion by Trustee Pilewski, seconded by Trustee Chapman to close the public hearing.  
**MOTION CARRIED 4-0**

Mayor Whorrall stated that he would like to hold a special meeting on April 26<sup>th</sup> at 6:00 p.m. for the next budget meeting.

**COMMUNICATIONS**

**Manlius Volunteer Fire Company** – at a Regular Meeting of the Manlius Vol Fire company held on March 13, 2022, the following membership changes were approved:

**Voted to Probationary Membership**

Brendan Driscoll  
Jeffrey Mikula

**Resigned from Membership**

Melanie Hogan

**Motion by Trustee Piilewski, seconded by Trustee McGrew, the membership changes submitted by Secretary Furey were approved.**  
**MOTION CARRIED 4-0**

**Manlius Fire Company – Thank you to Village Board and residents**

President David Haase apologized for not being able to attend the Village meeting however wanted to thank the Board for putting the LOSAP resolution on the ballot and to the residents for approving the referendum and feels that this will have a positive impact on volunteer retention. Mr. Haase stated that there will be an open house at the Fire Station as part of the recruitment campaign, on Saturday April 23, 2022 from 10AM until 2PM.

**Manlius Historical Society – Artisans Fair Building Reservation**

Trustee Chapman asked the Board to consider allowing the Manlius Historical Society to reserve the Village Centre on November 4<sup>th</sup> and 5<sup>th</sup> for the Artisans' Fair.

**Motion by Trustee Abdo-Rott, seconded by Trustee Pilewski to approve the request to reserve the Village Centre by the Manlius Historical Society on November 4<sup>th</sup> and 5<sup>th</sup> for the Artisan's Fair fundraising event.**

**MOTION CARRIED 4-0**

**JER/NHP Senior Living – Tax Certiorari**

Mrs. Dygert had previously forwarded to the Board the judgement and award for the Brookdale, JER/NHP Senior Living tax certiorari proceeding. This is currently the largest taxpayer in Manlius and the Tax Cert has been ongoing for several years. The final judgment came recently and she is asking the Board to authorize payment with the addition of this to the current abstract in the amount of \$37,279.

Motion by Trustee Pilewski, seconded by Trustee Abdo-Rott to authorize the payment on the April Abstract in the amount of \$37,279 based on the Tax Cert judgement and award for JER./NHP Senior Living, AKA Brookdale.  
**MOTION CARRIED 4-0**

**Training Requisitions**  
**DPW**

- Sherwood 2022 Highway School 6/6/22-6/8/22 Cost: \$110.00  
**Motion by Trustee Abdo-Rott, seconded by Trustee McGrew to approve the training request as submitted. MOTION CARRIED 4-0**
- Sherwood Local Roads Done Right, Oneida 4/14/22 Cost: \$50.00  
**Motion by Trustee Abdo-Rott, seconded by Trustee Pilewski to approve the training request as submitted. MOTION CARRIED 4-0**

**Mayor/Board**

- Whorrall EDIAFC Conference May 12-14 Cost: \$462  
**Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the training request as submitted. MOTION CARRIED 4-0**
- Whorrall, Casscles & Chapman NYCOM Annual Meeting Cost: \$1140  
**Motion by Trustee McGrew, seconded by Trustee Pilewski to approve the training request as submitted. MOTION CARRIED 4-0**

**Department Requisitions**

**Recreation/4<sup>th</sup> of July**

- Ralson Supply 4<sup>th</sup> of July – Tents, Tables & Chairs Cost: \$2663.16  
**Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the 4<sup>th</sup> of July requisition as submitted. MOTION CARRIED 4-0**
- American Fireworks 4<sup>th</sup> of July Cost: \$13,500  
**Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the 4<sup>th</sup> of July requisition as submitted. MOTION CARRIED 4-0**
- Blue Bowl Sanitation Port-a-Johns 4<sup>th</sup> of July Cost: \$1235.00  
**Motion by Trustee McGrew, seconded by Trustee Chapman to approve the Blue Bowl requisition as submitted. MOTION CARRIED 4-0**

**DPW**

- CNY Security Solutions Cameras – Recreation Bldg & Fields Cost: \$2935.00  
**Motion by Trustee Abdo-Rott, seconded by Trustee Chapman to approve the requisition for security cameras as submitted. MOTION CARRIED 4-0**
- Builders Best Materials for Cold Storage Cost: \$2065.86  
**Motion by Trustee Abdo-Rott, seconded by Trustee McGrew to approve the requisition for materials as submitted. MOTION CARRIED 4-0**
- Environmental Paving Sidewalks 315 Fayette St Cost: \$5000.25  
**Motion by Trustee Abdo-Rott, seconded by Trustee Pilewski to approve the requisition for sidewalk installation at 315 Fayette St as submitted. MOTION CARRIED 4-0**
- Suit Kote Crack Sealing Cost: \$5436.00  
**Motion by Trustee Abdo-Rott, seconded by Trustee Pilewski to approve the requisition for crack sealing as submitted. MOTION CARRIED 4-0**

- Suit Kote Oil & Stone Various Streets Cost: \$79,606.68  
**Motion by Trustee Pilewski, seconded by Trustee Abdo-Rott to approve the requisition for oil & stone paving as submitted. MOTION CARRIED 4-0**
- McCarthy Tire Truck #19 – Tires Cost: \$1284.00  
**Motion by Trustee Abdo-Rott, seconded by Trustee McGrew to approve the requisition for tires for truck #19 as submitted. MOTION CARRIED 4-0**
- MTE Ventrac Tractors (2) Cost: \$20,052.80  
**Motion by Trustee Pilewski, seconded by Trustee McGrew to approve the requisition for Ventrac machines as submitted. MOTION CARRIED 4-0**
- **Town of Manlius** Pave Parking Lot Cost: \$11,833.50  
Motion by Trustee Abdo-Rott, seconded by Trustee Pilewski to approve the requisition to pay the Town of Manlius for paving the new parking lot off Keith Morgan Way. **MOTION CARRIED 4-0**

**Manlius Senior Centre**

- Aqua Solutions Commercial Dishwasher Cost: \$5500 (approx.)  
**Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the commercial dishwasher as submitted (ARPA funds) MOTION CARRIED 4-0**

**MINUTES**

- March 8, 2022 Regular Meeting  
**Motion by Trustee Chapman, seconded by Trustee McGrew to approve the March 8, 2022 minutes as submitted. MOTION CARRIED 4-0**

**ABSTRACT**

**RESOLUTION TO APPROVE PAYMENT OF CLAIMS**  
**April 12, 2022**

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	\$394,355.79	(V737-831)
Main Street Revitalization	Abstract 414	\$ 2,080.62	(V15)

and

March Payroll Expenses for Payroll #05 & 06 (attached) \$176,590.15

NOW THEREFORE BE IT RESOLVED:

**On motion by Trustee Abdo-Rott, seconded by Trustee Chapman, that the Board of Trustees of the Village of Manlius approve the payment of claims totaling \$610,043.06 by the Village Treasurer as outlined above.**

DISCUSSION: Will deduct voucher #882 and the \$37,229 voted on earlier in the meeting.

**MOTION CARRIED 4-0**

**DEPARTMENT REPORTS**

**DPW** – Due to the recent resignation of DPW PWMW without notice, Mr. Sherwood is seeking permission to place an advertisement again for a new hire. Will review the candidates again from the last hire and bring a recommendation to the

Board. Mayor Whorral stated that Chris and Jeff have been attending a lot of meetings – Mainstreet Revitalization and FEMA which have been very time-consuming.

**Fire/EMS** – Chief Casscles is seeking permission as follows:

**Appointment – Sherman and Beckwith**

**Motion by Trustee McGrew, seconded by Trustee Pilewski to approve the appointment of Matthew Sherman and Cody Beckwith to part-time positions in the Fire Department effective immediately with salary as per the current collective bargaining agreement.**

**MOTION CARRIED 4-0**

**Codes Enforcement** – Mr. Decker was present to give his report:

- Twenty-five active permits; four are new constructions; 5 are commercial occupancy permits.
- Closed out thirty-four (34) permits over the past two months.
- Five (5) Fire inspections completed.
- T-Mobile permit issued; now working on DISH Wireless.
- Received nine (9) complaints; five are completed and four have been forwarded with orders to remedy issued.
- Signage – Wellnow and Starbucks.
- Would like to work with Attorney Hunt to rezone Mill Street and Flume Road from Industrial to R-M. The purpose would be to try to keep businesses which could be adult-use away from these areas.
- Made agreement with seller's attorney for the property at 101 Smith Street – they will have 90 days from closing to obtain a demolition permit.
- Debris in Tops parking lot and the bank. Working on citation for Wild Orchid building and two single-family homes.

**Recreation** – Trustee Pilewski to give under his report.

**Mayor's Report**

- **State Budget Update** – NYCOM circulated the areas of the budget specific to Villages and Cities. There will be no increase in the State budget for AIM funding. Ambulance billing for all EMS services are now allowed under the law.
- **Community Development/Main Street Revitalization** – we are currently all set with the projects under the grant funding for the grant funds. The DPW will performing a good deal of the work related to the installation of the clock. A property owner is interested in taking the old clock and repurposing on their recently-acquired property. This is in exchange for setting the footers and construction of the base for the sign at the point.
- **Sign at Point** - We met with sign company for the new sign and are waiting for a quote from this company.
- **Pocket Park Planters** – Staff members went to Sorbello's to discuss design of the planters for the new pocket parks. Zerillo's did not submit a quote.
- **FEMA** – working closely with FEMA on the storm damage submittal. Nancy Kenny has been working closely with Chris relative to this and we have another meeting this coming Thursday. There are a total of five projects underway relative to the FEMA grant application.
- **ARPA** – this was discussed earlier in the meeting. The second round disbursement will be in August and the Committee will begin meeting again to discuss.
- **Mayor's Meeting** – will be Wednesday, April 20th in Liverpool and the Town Supervisors are invited to attend this meeting. Please let Lisa know if you plan on attending.
- **Town Comprehensive Plan Steering Committee** – will be held on 4/19 at 6:30 pm at Town Hall in Fayetteville.
- **Community Revitalization Conference** – this is being put on by NYCOM, City of Syracuse, CNY Land Trust and MRB Group on June 8<sup>th</sup> and 9<sup>th</sup> at the Marriott downtown.

**TRUSTEE REPORTS**

**Trustee Pilewski** – Gave the Recreation report

- Summer Playground – 170 registered; Directors have been hired; counselor interviews will begin next week.
- Easter Bunny – All set for the event.
- Father/Daughter Dance to be held on May 14<sup>th</sup>

**Trustee Abdo-Rott** – thanked the Board for allowing her the privilege of being liaison to the DPW for the past 12 years.

**Trustee Chapman** – Recreation was already covered. He has been meeting with the Mayor regarding the Recreation Advisory Board and will meet with them to map out a plan moving forward. He has stated previously he would like to assign a park to each P&R Board member to put together a comprehensive plan for our parks.

**Trustee McGrew** –

- Met with DPW Superintendent Sherwood this afternoon. He and Chris will work on formulating a contract regarding CDL expenses for new hires. We can't keep taking the time to train new employees to obtain a CDL only to have them leave soon after for a higher paying job.
- Police Committee – the Department is again down 5 people. The Committee discussed the costs involved to train new recruits which amounts to roughly \$55-60K. They are looking to offer incentives to get transfers in. All police departments are currently struggling to fill positions.

**Attorney Report**

- DISH Wireless contract

Manlius Senior Activity Centre – Ms. Smith was in attendance

- Jazz & Wine event to be held on 5/19 with a Silent Auction for anyone interested in attending.
- Tag sale 4/29 & 4/30

Mayor Whorrall asked to enter executive session to discuss the employment history of a particular employee. Motion by Trustee McGrew, seconded by Trustee Pilewski to enter executive session. MOTION CARRIED 4-0

*Board adjourned regular meeting to executive session at approximately 8:45 p.m.*

No decisions having been made in executive session it was on Motion by Trustee Pilewski, seconded by Trustee McGrew to leave executive session and re-enter the regular meeting at 9:15 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 9:15 p.m.

**MOTION CARRIED 4-0**

Respectfully submitted by,

Martha Dygert  
Clerk-Treasurer