

**VILLAGE OF MANLIUS
BOARD OF TRUSTEES
April 22, Regular Meeting**

PRESENT: Mayor Chapman, Deputy Mayor/Trustee Pilewski, Trustee Abdo-Rott, Trustee Oley and Trustee Marzola

OTHERS: Lisa Baker, Clerk/Treasurer; Brad Hunt, Village Attorney; Fire Chief Jansen Casscles; Steve Weiter

Mayor Chapman opened the meeting at 6:00pm with the Pledge of Allegiance. He welcomed everyone that attended the April 22, 2025, Board Meeting. He explained the installation of the new TV screen and showed how this would display documentation that is covered during the board meetings for the public to see.

PUBLIC FORUM- No Business

AGREEMENT

NYSLRS Resolutions

Mayor Chapman explained that there were 2 Resolutions that needed to be approved by the board for NYSLRS. These Resolutions are necessary for reporting calculations for a standard workday for elected and appointed officials to receive credit hours for retirement. The first Resolution is for Planning Board Member Maloney. He also stated that all newly elected or appointed trustees, including himself, need to do calculations of their hours to update for NYSLRS.

Motion by Trustee Marzola, seconded by Trustee Oley to approve the Resolution as submitted.

MOTION CARRIED 4-0

Mayor Chapman explained the Standard Workday Resolution NYSLRS. This request needs to be approved for the job codes and the amount of credit hours for certain positions. Some positions are 8 hours and some are 6 hours.

Motion by Trustee Pilewski, seconded by Trustee Marzola to approve the Resolution as submitted.

MOTION CARRIED 4-0

PUBLIC HEARING 6:05pm

CDBG Grant Public Hearing 6:05pm

Mayor Chapman stated he has before him the proof of publication for the Public Hearing on CDBG Grant and would like a motion to waive the reading and submit it as part of the public record.

Motion by Trustee Oley, seconded by Trustee Abdo-Rott to waive the reading as presented.

MOTION CARRIED 4-0

The CDBG Grant application that was originally submitted was incomplete and needed more details. We had not submitted a 5-year plan as requested either. Onondaga County stated that since we submitted on time, they have extended our time for resubmittal. This is Federal money that comes down to the county and we are eligible for inclusive playground equipment. A five-year plan was established but is not etched in stone. The Mayor would like the Parks and Recreation Board to establish a new five-year plan in January.

Motion by Trustee Pilewski, seconded by Trustee Oley to open the public hearing on the CDBG Grant.
MOTION CARRIED 4-0

The Mayor asked if there were any comments from the public? No Comment.

Motion by Trustee Pilewski, seconded by Trustee Oley to close the public hearing on the CDBG Grant.
MOTION CARRIED 4-0

Motion by Trustee Pilewski, seconded by Trustee Marzola to approve the resolution on the CDBG Grant.
MOTION CARRIED 4-0

**RESOLUTION OF THE
VILLAGE BOARD OF TRUSTEES OF THE
VILLAGE OF MANLIUS: April 22, 2025**

The village board adopts the resolution of the 5-year plan stated below.

The Village of Manlius is committed to providing a vibrant, thriving and inclusive setting for people of all ages and abilities to enjoy in all of our parks.

In 2023, the Parks and Recreation Advisory Completed a Park Improvement Plan to identify needs and improvements in five of our main parks. One of the primary objectives of our plan was to provide an inclusive environment for children to utilize our playground equipment.

Our five-year plan includes:

2025 – Inclusive Freestanding Glider at Village Centre Park and installation of inclusive percussion instruments (already purchased) at Mill Run Park and Village Centre Park.
Total cost of project: \$52,905.26
Amount requested from CDBG funding: \$46,946.66

2026 – Adding an inclusive whirl and a new two section swing set at Mill Run Park with two regular swings and two inclusive swings.
Estimated cost of project: \$40,000

2027 – Flexipave surfacing under the playground equipment at Village Centre Park and Mill-Run Park as well as a Flexipave connection from the entry path to the playground equipment at Mill Run Park. This will significantly enhance the safety of all individuals using the playground and make the area much more accessible for those with special needs.
Estimated cost of project: \$62,500

2028 – Adding an inclusive whirl and a new two section swing set at Village Centre Park with two regular swings and two inclusive swings.
Estimated cost of project: \$40,000

2029 – Adding additional inclusive equipment to the playground at Village Centre Park – including an inclusive see saw and an inclusive slide with tube.

Estimated cost of project: \$32,000

This will enhance our vision for converting Village Centre Park to a recreation/sports complex that includes activities for all village residents.

Dated: April 22, 2025

__Lisa Baker_____
Clerk, Village of Manlius

	Aye	Nay	Other	Absent
Hank Chapman, Mayor	X__	__	__	
Janice Abdo-Rott, Trustee	X__	__	__	
Rob Oley, Trustee	X__	__	__	
Tom Pilewski, Trustee	X__	__	__	
Nick Marzola, Trustee	X__	__	__	

First Due Agreement with Fayetteville FD

Chief Casscles explained this is a software package that electronically records runs, scheduling, inventory management. If they pair together with the Village of Fayetteville as a single contract but still have different log ins for 2 separate sites, this will save both villages tremendously. Fayetteville will sign the contract with the vendor, and we will pay Fayetteville for half. This would be effective June 1st and would be an annual cost per year.

Motion by Trustee Oley, seconded by Trustee Pilewski to approve the First Due Agreement as presented. MOTION CARRIED 4-0

FM Little League Agreement

Trustee Oley will reach out to the president to discuss the Little League Agreement since some feel they do not always follow the agreement. Trustee Abdo-Rott commented they need to have any requests in writing. Trustee Pilewski suggested we go to one of their board meetings. He also asked if they are paying 10% for the goose control. Baker stated they have.

Motion by Trustee Pilewski, seconded by Trustee Abdo-Rott to approve the FM Little League Agreement as presented. MOTION CARRIED 4-0

MINUTES

- April 7, 2025, Swearing In

Motion by Trustee Abdo-Rott, seconded by Trustee Marzola to approve April 7, 2025, Swearing In minutes as presented MOTION CARRIED 4-0

- April 7, 2025, Budget Workshop Meeting

Motion by Trustee Abdo-Rott, seconded by Trustee Pilewski to approve April 7, 2025, Organizational Meeting Minutes as presented. MOTION CARRIED 4-0

- April 8, 2025, Board Meeting

Motion by Trustee Pilewski, seconded by Trustee Marzola to approve April 8, 2025, Board Meeting Minutes as presented. MOTION CARRIED 4-0

- April 15, 2025, Tentative Budget Meeting
Motion by Trustee Pilewski, seconded by Trustee Marzola to approve the April 15, 2025, Tentative Budget Meeting Minutes as presented. **MOTION CARRIED 4-0**

REQUISITIONS

- NYCOM Training & Meals for May 28-30 (Mayor) COST: \$525.00
Motion by Trustee Oley, seconded by Trustee Marzola to approve the NYCOM Requisition as presented. **MOTION CARRIED 4-0**

BUDGET

Mayor Chapman stated since we already had a public hearing on the budget, the board needs to decide on any changes so that it can be approved tonight. After some discussion, one amendment was made.

- A8510.400 Beautification add \$4,000.00

Discussed reducing A7110.400. Decided to leave as is.

Trustee Abdo-Rott would like to get the Beautification Committee together again. This would also include deciding on Christmas lighting.

Mayor Chapman stated the tax rate will be a 2% decrease.

Mayor Chapman is working on balance that is left with the grants that could be put towards the Pickleball Courts.

Trustee Pilewski and Trustee Marzola are going to be working on a Fund Balance Policy to help the budget process for in the future.

Trustee Oley discussed Brickyard Falls Road again and the safety issue at the top of the hill.

ABSTRACT

RESOLUTION TO APPROVE PAYMENT OF CLAIMS
April 22, 2025

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 2024-2025	Abstract 012	\$592,825.68	(V919-953)
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Trust & Agency 2024-2025	Abstract 012	\$ 1,494.91	(V157)
Main Street Grant Project 3	Abstract 012	\$ 0.00	

AND

April Payroll Expenses for Payroll #07, 08 (attached)	\$227,758.49
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NOW THEREFORE BE IT RESOLVED:

That the Board of Trustees of the Village of Manlius approve the payment of claims **totaling \$822,079.08** by the Village Treasurer as outlined above.

Motion by Trustee Pilewski, seconded by Trustee Marzola to approve the Abstract and Payroll as presented. MOTION CARRIED 4-0

MAYOR’S REPORT

- The Mayor shared that the Red Cross moved in for a week in the gym area. It was not the most convenient for us to operate as a village, but we were honored and pleased to help. All departments were willing to help.
- The Easter Egg Hunt was a success. Thanked everyone for their help.
- Met with the Town of Pompey Supervisor and Town Councilor. It was a good meeting. He stated that in the future we would like to communicate with them better. Chief Casscles plans on going to speak at one of their meetings. Casscles also said he would be willing to offer to assist with educational training with Fabius Pompey Schools.
- The Onondaga County Mayor’s Association meeting was very interesting. They did a tour of WEP.
- The Fishing Derby is on May 17th.
- The Pitch Tournament is on May 17th in the auditorium. They are hoping to get gift certificates from businesses for prizes since they are not charging a fee.
- The Mayor would like to discuss contracts and salary in an executive session.

TRUSTEE REPORTS

Trustee Pilewski was present.

- He attended the MRB meeting with the MRB Representative Diana Smith. They are currently our engineers but may be shopping for other services in the future.
- He will attend the Police Committee Meeting, and a new Chairperson will be elected.

Mayor Chapman stated that Chief Cassalia kept him informed on the help with the Red Cross, and that he was a great asset.

Trustee Abdo-Rott was present.

- The Girl Scout Troop will be taking care of the Butterfly Garden at Mill Run Park.
- Met at 203 Eureka Dr. regarding the resident’s complaint on fixing of the fence. This fence is to help keep people out and protect the hatchery. The fence is village owned. After discussing the issue, the board agreed to have the fence fixed at 203 Eureka Dr as long as long as the fee does not exceed \$1000.00.

Motion by Trustee Abdo-Rott, seconded by Trustee Oley to approve the fixing of the fence at 203 Eureka Dr not to exceed \$1000.00. MOTION CARRIED 4-0

Trustee Oley was present.

- He is looking into Panic Button options.
- He has met with the Library, Senior Centre, Rec Director and the Parks and Recreation Board on events that are transpiring. All want to improve communication between each other.
- Asked about the bathrooms that are available during the concerts. He was interested in supplying a nice porta potty. He explained the library was concerned that they are utilizing their bathrooms during these events. All explained the Village Centre is open to utilize the bathrooms plus the bathrooms by the soccer field.
- The library plans on cleaning up the garden that has been let go behind the building.
- He plans on reviewing the Park Improvement plans with the Parks and Recreation Advisory Board.

Trustee Marzola was present.

- He attended the Planning Board Meeting for 111 E. Seneca St. There are still general questions on Fire Certifications, Ratings, Zoning Issues. Discussion on Fire Department concerns.
- He met with Trustee Pilewski on finance questions.
- He is reviewing the Procurement Policy.

Mayor Chapman commented on the Special Use Permit for 7701 King Rd. Codes Officer Decker asked the applicant to reach out to neighbors to discuss their concerns. The Attorney said that this should be sent to the county for a referral. Will table discussion on this until the next meeting.

ATTORNEY Hunt was present. No news.

ADJOURN

Mayor Chapman asked to adjourn the executive session for a payroll and future contract matter and to seek legal counsel at 8:05pm.

Motion by Trustee Marzola, seconded by Trustee Pilewski to adjourn the meeting to executive session at 8:05pm. MOTION CARRIED 4-0

Motion by Trustee Abdo-Rott, seconded by Trustee Oley to adjourn from executive session at 9:45 pm. MOTION CARRIED 4-0

Motion by Trustee Oley, seconded by Trustee Abdo-Rott to approve the adopted budget with the amended adjustment of an increase to A8510.400 of \$4000.00. MOTION CARRIED 4-0

Motion by Trustee Abdo-Rott, seconded by Trustee Oley to adjourn from April 22, 2025, Board Meeting at 9:48pm. MOTION CARRIED 4-0

Respectfully Submitted by,
Lisa Baker
Village Clerk