

**VILLAGE OF MANLIUS  
BOARD OF TRUSTEES  
August 13, 2013 Regular Meeting**

**PRESENT:** Deputy Mayor Abdo-Rott, Trustees Hopkinson, McGrew, Noble and Pilewski.

**ABSENT:** Mayor Whorrall and Trustee Pfeiffer

**OTHERS:**  
Clerk-Treasurer Martha Dygert, Jeff Brown, Village Attorney, David Haase, Vince Giordano, Chandakhan Nuon, Ray Dill, John Rott, Matt Hodinger, Jackie Place, Kelly Whorrall, Carol Hennessy, Christine Stevens, Jerry Dardzinski, Matt Lester, Dennis Hennessy.

The meeting was called to order at 7:00 pm in the Board Room at Village Centre. The Pledge of Allegiance was recited and Deputy Mayor Abdo-Rott welcomed those present. Ms. Abdo-Rott stated that the Mayor was away at an IAFC Conference in Chicago.

**COMMUNICATIONS**

Ms. Abdo-Rott noted that a communication was received from F-M Schools denoting the dates and times that the school will use the soccer fields.

**Manlius Fire Department Resignation – Corl**

A communication was received from the Manlius Fire Company announcing the resignation of James Corl from the Manlius Fire Department effective July 11, 2013.  
**Motion by Trustee Pilewski, seconded by Trustee McGrew to accept, with regret, the resignation of James Corl from the Manlius Fire Department.** DISCUSSION: Trustee McGrew stated that the Fire Department will miss Mr. Corl and would like a letter sent to Mr. Corl thanking him for his service. **Motion Carried 5-0.**

**Manlius Fire Department Officer – Cook**

A communication was received from the Manlius Fire Company announcing the election of Steve Cook to Lieutenant at the regular meeting of July 11, 2013.  
**Motion by Trustee Noble, seconded by Trustee Hopkinson to accept the election of Steve Cook to the position of Lieutenant in the Manlius Fire Department.** **Motion Carried 5-0.**

**Contractor Resignation – Martin**

Meriane Martin, instructor for the Early Childhood program, has resigned from her post as instructor and thanks the Village for their support in the past for this program.  
**Motion by Trustee Pilewski, seconded by Trustee Noble to accept the resignation of Meriane Martin as instructor of the Early Childhood program and further directs a letter be sent to Ms. Martin thanking her for her service.** **Motion Carried 5-0.**

**Manlius Fire Department Firefighter – VanDyke**

John Winslow, President of the Manlius Fire Company, was present and asked the Board to consider approving the appointment of Greg VanDyke as a member of the Manlius Fire Department. Mr. VanDyke is a transfer from another department.  
**Motion by Trustee Hopkinson, seconded by Trustee McGrew to approve the appointment of Greg VanDyke to the Manlius Fire Department.** **Motion carried 5-0.**

Trustee Abdo-Rott read a letter from the Mayor noting that he supports the appointment of Ms. Patricia Sawmiller to the position of Recreation Director and further supports the utilization of both Judy Salamone and Mary Snell in the transition process.

**APPOINTMENT – Recreation Director, Sawmiller**

**Motion by Trustee McGrew, seconded by Trustee Noble to appoint Patricia Sawmiller of Baldwinsville to the position of Recreation Director with a salary of \$43,053, to begin September 3, 2013.** **Motion Carried 5-0.**

**BID AWARD – Emergency Vehicles**

Trustee McGrew advised the Board of the recent bid opening for the two new Emergency Vehicles for the Manlius Fire Department. Two bids were received and are outlined as follows:

| <b><u>BIDDER</u></b>   | <b><u>Base Bid</u></b> | <b><u>Less Discounts/Credits</u></b> | <b><u>Equipment</u></b>   | <b><u>Exceptions</u></b> |
|--|------------------------|--------------------------------------|---------------------------|--------------------------|
| <b>PL Custom Emergency Vehicles</b><br>60 Engineers Lane<br>East Farmingdale, NY 11735 | <b>\$172,941</b>       | <b>\$314,382</b>                     | <b>2014 Ford E-450</b>    | <b>None Listed</b>       |
| <b>Northeastern Rescue Vehicles</b><br>10 Dwight Park<br>Hamburg, NY 14075             | <b>\$170,176</b>       | <b>\$326,352</b>                     | <b>2014 Ford Chief XL</b> | <b>100+ **</b>           |

Based on the bids received, it was the recommendation of the Fire Department Purchasing Committee to award the bid to PL Custom Emergency Vehicles. **Therefore, it was on motion by Trustee Pilewski, seconded by Trustee Noble to award the purchase contract for two new Ambulances to PL Custom Emergency Vehicles at a cost of \$314,382.** **Motion Carried 5-0.**

**MADISON ROW PUD**

Two resolutions were adopted by the Board regarding the Madison Row PUD  
**WHEREAS**, a resolution was duly adopted by this Board at a regular meeting held July 19, 2013 approving a revised PUD plan for the Madison Row Development dated July 9, 2013 contingent upon approval by the Onondaga County Planning Board; and

**WHEREAS**, on July 24, 2013 the Onondaga County Planning Board passed a resolution recommending modification of the proposed revised PUD Plan to require the applicant to update it's traffic impact; study for the cdevelopment; now, therefore, be it

**RESOLVED**, on motion by Trustee McGrew, seconded by Trustee Noble that the revised PUD plan dated July 9, 2013 is hereby reapproved with the understanding that the applicant will update it's traffic impact study as recommended by the Onondaga County Planning Board as part of it's site plan review process. Motion Carried 5-0.

**Motion by Trustee McGrew, seconded by Trustee Noble to allow the extension for site plan approval for the Madison Row PUD through December 31, 2013. Motion Carried 5-0.**

**TRAINING REQUIREMENTS – ZBA AND PLANNING BOARD MEMBERS**

**RESOLUTION OF VILLAGE OF MANLIUS BOARD OF TRUSTEES  
ESTABLISHING TRAINING REQUIREMENTS FOR MEMBERS  
OF VILLAGE PLANNING BOARD AND ZONING BOARD OF APPEALS**

**WHEREAS**, Village Law §§ 7-712 and 7-718 provide that effective January 1, 2007, all planning board and zoning board of appeals members in New York State, as well as alternate members of those boards, must complete a minimum of four hours of training each year; and

**WHEREAS**, the above sections of state law provide that a planning board or zoning board of appeals member shall not be eligible for reappointment to such board if they have not completed the training required by law; and

**WHEREAS**, the above sections of state law provide that the Village Board specifies which activities qualify as training to satisfy the state requirements; and **NOW, THEREFORE**, be it

**RESOLVED**, that the following organizations are approved to provide training to meet the state requirements when the training they provide pertains to municipal planning, zoning, community design, environmental issues, economic development, and local government functions and practices:

- 1) New York State Department of State; Department of Agriculture and Markets; Office of the State Comptroller; Department of Health; Department of Transportation; Department of Environmental Conservation; Office of Parks, Recreation, and Historic Preservation; and Thruway Authority; and
- 2) New York State Association of Towns; New York Conference of Mayors; New York State Association of Counties; New York Planning Federation; American Planning Association; and Upstate New York Chapter of the American Planning Association and it sections; and
- 3) Central New York Regional Planning and Development Board; Herkimer-Oneida Counties Comprehensive Planning Program; Genesee-Finger Lakes Regional Planning Council; Tug Hill Commission; and Adirondack Park Agency; and
- 4) Onondaga County Planning Federation; Onondaga County Planning department(s); and Onondaga County Soil and Water Conservation District; and
- 5) Cornell University and its cooperative extension; and Mackenzie Hughes LLP; and
- 6) on-line planning and zoning training programs offered by the New York Municipal Insurance Reciprocal; Pace University and Land Use Law Center; and the Lincoln Institute of Land Use Policy; **AND LET IT FURTHER** be

**RESOLVED**, that other training activities may be approved on a case-by-case basis by the Village Board of Trustees upon the request of a planning board or zoning board of appeals member; and be it further

**RESOLVED**, that any new member appointed to fill the last six (6) months of a term shall not be required to have attended training to be reappointed to a first full term, but must thereafter comply with the municipal training policy as provided elsewhere herein; and be it further

**RESOLVED**, that training received by a planning board member or zoning board of appeals member in excess of four hours in any one year may be carried over by the member into succeeding years; and be it further

**RESOLVED**, that the year will coincide with the term dates and run from April 1<sup>st</sup> to March 31<sup>st</sup> annually.

**RESOLVED**, that the Village Clerk shall create and maintain a system of tracking the training individual members complete annually; and such information shall be presented to the appointing authority prior to considering a member for reappointment; and be it further

**RESOLVED**, that the Village Board of Trustees shall be authorized to discipline any planning board or zoning board of appeals member who fails to complete his/her required training.

**The above resolution was made by Trustee McGrew and seconded by Trustee Hopkinson. Motion Carried 6-0.**

**MINUTES**

**Motion by Trustee McGrew, seconded by Trustee Pilewski to approve the minutes of the June 25<sup>th</sup> regular board meeting as presented. Motion Carried 5-0.**

**Motion by Trustee Pilewski, seconded by Trustee Noble to approve the minutes of the July 9<sup>th</sup> meeting as presented. Motion Carried 4-0 (Trustee Hopkinson abstain)**

**ABSTRACT**

For the Abstract #4 – 8/13/2013, it was on **Motion by Trustee Pilewski, seconded by Trustee Noble to approve the abstract in the amount of \$347,962.77. Motion Carried 5-0.**

**DEPARTMENT REQUISITIONS**

| Fire/EMS   | Req #   |
|--|---------|
| • Laerdal Medical Corp – Vital Slim Manikin repair: Cost: \$1395.00      | 13-0389 |
| • AAA Abandon Autos – Extrication training: Cost: \$3000.00              | 14-0037 |
| • Har-Rob Co TEX Co Detectors; Cost: \$1163.75                           | 14-0045 |
| • Wayne-Dalton – New garage door opener with photo eyes: Cost: \$1050.00 | 14-0070 |

**Motion by Trustee Hopkinson, seconded by Trustee Noble to approve the Fire Requisitions as submitted and listed. Motion Carried 5-0.**

|  |        |
|--|--------|
| DPw  |        |
| • Stadium International 21014 International 7500 SFA 4 x 2 Cost: \$94,546.00 | 13-243 |

**Motion by Trustee Pilewski, seconded by Trustee McGrew to approve the Stadium International with the Viking Plow. DISCUSSION: Trustee McGrew feels it should be put out to bid. After discussion, motion and second were withdrawn.**

|  |        |
|--|--------|
| • Delacy Ford – 2013 Ford F250 Super Duty 4 x 4: Cost: \$30,967.30 | 13-244 |
|--|--------|

**Motion by Trustee McGrew, seconded by Trustee Pilewski to approve the Delacy Ford requisition. Motion Carried 5-0.**

|  |        |
|--|--------|
| • Suit Kote – Crack filler & crack seal; Cost: \$15,819.00 | 13-245 |
|--|--------|

**Motion by Trustee McGrew, seconded by Trustee Noble to approve the Suit Kote requisition as submitted. Motion Carried 5-0.**

|  |        |
|--|--------|
| • Suit Kote – Type II Slurry Seal; Cost: \$31,642.43 | 13-246 |
|--|--------|

**Motion by Trustee McGrew, seconded by Trustee Pilewski to approve the Suit Kote requisition as submitted. Motion Carried 5-0.**

**DEPARTMENT REPORTS:**

- 1. DPW –** Mr. Maher advised the Board that the pump at the Swan Pond fountain was not functioning currently and is seeking approval to send the pump to ITT Industries for evaluation.  
**Motion by Trustee Noble, seconded by Trustee Hopkinson to authorize the expenditure of \$230.00 to ITT Industries to evaluate the Swan Pond fountain pump. Motion Carried 5-0.**

Trustee Abdo-Rott discussed the yard waste issue and asked for input from the Board. After much discussion by the entire Board, Mr. Maher was asked to bring a revised policy to the next Board meeting.
- 2. Recreation –** Judy Salamone thanked the playground directors for their hard work during playground this year. Wicked Woods celebration planning was underway.
- 3. Clerk-Treasurer –** Ms. Dygert had several items to discuss with the Board.

  - A. NYCOM Fall Training –** At the request of Mayor Whorrall, asked the Board to authorize attendance for the NYCOM Fall Training.  
**Motion by Trustee McGrew, seconded by Trustee Pilewski to approve the attendance of any Board members and Clerk to the NYCOM Fall Training in Saratoga Springs in September. Motion Carried 5-0.**
  - B. Westlaw/McKinney’s Online Service –** Carried over from a prior meeting, Ms. Dygert again asked the Board to consider authorizing signing on with this service as opposed to receiving paper updates for the books.  
**Motion by Trustee McGrew, seconded by Trustee Noble to approve the subscription to McKinney’s Westlaw Online service. Motion Carried 5-0.**
  - C. Special Agreement – Lt Halliday**  
**Motion by Trustee McGrew seconded by Trustee Noble to approve the agreement made between Lt Halliday and Mayor Whorrall for reimbursement of travel expenses for attendance at an upcoming hearing for Worker’s Compensation. Motion Carried 5-0.**
  - D. Penalty Forgiveness Request Bill #1126 –** A letter was received from the new owner of a property within the Village who maintains that they did not receive their tax bill until well after the deadline for on-time payment. The name on the tax roll was that of the prior owner and the bill was forwarded to the prior owner who didn’t return it to the clerk’s office until after July 1<sup>st</sup>. The question arose as to the legality of waiving tax penalties by the Board so it was determined that Attorney Brown would look into the legality of this and report back at the next meeting.
  - E. Special Use Permit application – 107 Fairgrounds Drive –** Request to set a public hearing on the Special Use Permit application submitted by the owners of 107 Fairgrounds Drive.  
**Motion by Trustee McGrew, seconded by Trustee Noble to set the public hearing on the Special Use Permit application for 104 Fairgrounds Drive to be held at 7:00 p.m. on Tuesday, September 24<sup>th</sup> at 7:00 p.m. Motion Carried 5-0**
- 4. Fire/EMS –** Fire Chief John Buskey was present to report to the Board. He stated that there are personnel issues to be discussed in executive session. Mold mitigation – Station 2. He spoke with a company who would come in and evaluate the problem to report what would be needed to take care of the problem. Will meet with a representative on

Thursday. Is asking the Board move forward on purchasing fans for the firehouse. Trustee McGrew stated that he also concurs that the Board shouldn't wait to begin working on this problem.

**Mold Mitigation – Station 2**

**Motion by Trustee Pilewski, seconded by Trustee McGrew to authorize Trustees McGrew and Pilewski to review the quotes received for mold mitigation and industrial fans/blowers for Station 2. Motion Carried 5-0.**

Fire Chief Buskey advised the Board that a policy was instituted regarding no conversation recording in the firehouse. Chief Buskey also gave the Board an update on the PESH inspection.

**Policy Amendment – Hepatitis Vaccinations**

**Motion by Trustee McGrew seconded by Trustee Pilewski to amend the current policy in place which will drop the change the wording regarding submitting to insurance company and stipulate that the Village will pay 100% of the hepatitis B vaccinations. Motion Carried 5-0**

**TRUSTEE REPORTS**

Trustee McGrew – “Coffee with a Cop” program for which information can be found on the Town of Manlius website. Second item is a contract to service all the AC/heating units in the Village Centre. Two written quotes were received – one from Doug Mapstone and J Map Services. Trustee McGrew explained the differences in the quotes and asked for approval in awarding the contract to Doug Mapstone for \$2800 per year.

**Heat/AC Service Contract – Village Centre**

Motion by Trustee McGrew, seconded by Trustee Noble to approve the contract award to Doug Mapstone for the servicing on the 28 units at Village Centre. DISCUSSION: Deputy Mayor asked to have quote include all the Village buildings. Both the motion and second were withdrawn and amended quotes will be brought back to the next meeting.

Trustee McGrew needs an executive session for the potential discipline of a particular employee.

Trustee Pilewski – nothing additional to report.

Trustee Hopkinson – Is looking for an update on the repair of Academy Street park gazebo – Spade and Trowel Club needs to know so that they can plan their work in the fall. Deputy Mayor Abdo-Rott stated that Judy Salamone would be bringing an update to the September meeting.

**ATTORNEY REPORT**

Nothing to report.

**MAYOR REPORT**

Deputy Mayor Abdo-Rott stated that she and the Mayor met with Doug Miller regarding prospective projects to be covered under the additional VIP money which may be available from Onondaga County. This project listing must be submitted by August 20, 2013. There is a need to change the September meeting from the September 10<sup>th</sup> to September 3, 2013.

**MEETING CHANGE**

**Motion by Trustee McGrew, seconded by Trustee Pilewski to change the regular September meeting from September 10<sup>th</sup> to September 3<sup>rd</sup>. at 7:00 p.m. Motion Carried 5-0.**

**PUBLIC FORUM**

Matt Hodinger, 7800 Old Orchard Court – spoke regarding the banner issue.

**EXECUTIVE SESSION**

Motion by Trustee McGrew, seconded by Trustee Pilewski to enter executive session for the purpose of discussing the potential discipline of two village employees Motion Carried 5-0

*Board entered executive session at approximately 8:49 p.m.*

Motion by Trustee McGrew, seconded by Trustee Pilewski to leave executive session and re-enter the regular meeting at 9:30 p.m. Motion Carried 6-0.

**REDUCE AMBULANCE CHARGE**

**Motion by Trustee McGrew, seconded by Trustee Abdo-Rott to authorize the reduction of the EMS charge for transport of individual from non-profit organization who is responsible for foster care of children. Motion Carried 5-0.**

**ADJOURN**

Motion to adjourn was made by Trustee McGrew and seconded by Trustee Pilewski. Motion Carried 5-0.

*The meeting was adjourned at approximately 9:33 p.m.*

Respectfully submitted by,

Martha Dygert  
Clerk-Treasurer