

**VILLAGE OF MANLIUS
BOARD OF TRUSTEES
March 10, 2020 Regular Meeting**

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

ABSENT: None

OTHERS: Martha Dygert, Administrator/Clerk-Treasurer; Ted Spencer, Village Attorney; Bridget Maloney; Mike Decker, Codes Enforcement; Rich DeGuida; Fire Chief Jansen Casscles; Benita Rodriguez; Lisa Baker, Deputy Clerk-Treasurer; Ann Smith, Senior Centre Director.

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 under public forum.

MINUTES

- The minutes of the February 11, 2020 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

Fire/EMS

- Laurie Best & Marc Stogran Fire Life Safety Educators Conf Cost: Approx \$171
Motion by Trustee McGrew, seconded by Trustee Abdo-Rott to approve the training requisitions for Laurie Best and Marc Stogran to attend the Fire Life Safety Educator's Conference as submitted.
MOTION CARRIED 4-0
- Bryan Franco EMT Refresher Cost: \$775/\$175
Motion by Trustee Pilewski, seconded by Trustee McGrew to approve the training requisition for Bryan Franco as submitted **DISCUSSION:** Chief Casscles explained that this is through the program at Upstate for EMS certifications. The way it works is we pay upfront (voucher) and if he successfully completes, then we receive \$600 back and the total cost would only be \$175. Chief stated that he is confident that this volunteer will be successful.
MOTION CARRIED 4-0

DEPARTMENT REQUISITIONS

Village Centre Renovation Project

- Arctic Enterprises Project Monitoring & Air Sampling \$13,575 (est)

This portion of the project had not been approved in any prior meetings so as a matter of housekeeping, the Board reviewed this component of the VC Renovation project. The service will cover the required asbestos removal air monitoring. This is Arctic Enterprises proposal #308-19

Motion by Trustee McGrew, seconded by Trustee Abdo-Rott to approve as submitted.

MOTION CARRIED 4-0

Fire/EMS

- Bredabeds.com Murphy Bed \$1494.00
Chief Casscles explained to the Board the rationale for asking for this bed. He understands that this is a "want" and not a "need" however Adam Feck (Volunteer) is working on getting the "Bunk-In" program up and running which would take away the two bunk rooms down on the end that the Chief has been using. He spends 1-2 overnights a week at the Fire Station and it would be more convenient and comfortable for him to have the bed right in his office

Motion by Trustee McGrew, seconded by Trustee Chapman to approve the purchase of the Murphy bed as submitted.
MOTION CARRIED 4-0

ABSTRACT

(Insert resolution)

DEPARTMENT REPORTS

Department of Public Works – Mr. Sherwood was not present at the meeting. Trustee Abdo-Rott explained that the DPW is working on pricing for cameras at Mill Run Park. They are also looking to put cameras in at the Recreation building. Mr Ackerman quoted a solar-powered camera at a cost of \$720 to run off T-Mobile data. They are asking at this time for approval of one camera as a trial. Trustee Pilewski asked if the cost would increase over time and Mayor Whorrall stated that the vandalism in the park is constantly increasing so hopefully the cost of the cameras will more than make up for the cost to repair the damage in the park.

- CNY Security Solutions Solar Camera \$710
Motion by Trustee Abdo-Rott, seconded by Trustee Chapman to approve the purchase of the trial security camera as submitted.
MOTION CARRIED 4-0

Recreation – Ms. Rodriguez was present and had the following information for the Board to consider:

Playground Directors Wages

- Playground Wage Approval:
 - Counselors \$11.80/hours NYS minimum wage
 - Bus Staff \$15.25/hour
 - Directors Approved in last meeting, wage suggestion below.

Group Directors			
First	Last	Group/Position	Wage
Ben	Rayland	Gym & Asst. Director	\$15.00
McKenna	Jones	Orange	\$13.10
Emily	Lorraine	Blue	\$13.10
Colton	Oliver	Green	\$14.00
Kierstin	Wilkenson	Red	\$12.80
TBD		Art	\$13.10

- Bus Staff Approvals: Both are returning from last year; and there will be 2 more bus staff members.

First	Last	Wage
John	Shaughnessy	\$15.25
Amber	Wilson	\$15.25

Facilities Rental Rates Increase

The Board discussed the proposed rates presented by Ms. Rodriguez for the Recreation Building and the pavilion at Mill Run Park. The current rates of \$75 for Village/\$150 Non-Village for the Rec Building and \$25 Village/\$45 Non-Village were discussed. Based on Ms. Rodriguez' recommendations and the Board discussion, the following change in rates was approved:

Recreation Building Rental Rates

Motion by Trustee Pilewski, seconded by Trustee McGrew to increase the rates for the Recreation Building rentals to \$150 per day for Village residents and \$300 per day for non-Village.
MOTION CARRIED 4-0

Mill Run Park

Motion by Trustee Pilewski, seconded by Trustee Abdo-Rott to approve the rate increase for reservation of the Pavilion at Mill Run Park to \$50 per day for Village residents and \$100 per day for non-Village residents.

MOTION CARRIED 4-0

Contract Approvals for Memorial Day and July 4th

There were contracts presented to the Board for review. Ms. Rodriguez provided a list in her report based on the information forwarded to her from Judy Salamone. The following entertainment groups were before the Board for approval:

- Memorial Day
 - Downbeat Percussion \$1000.00
- July 4
 - Scotty's BBQ \$4800.00
 - Scotty's Rides \$16,200.00
 - Blue Bowl Sanitation \$1345.00
 - Downbeat Percussion ?
 - Dunes & Del Tunes \$800.00
 - Jones Tones \$295.00
 - Pale Green Stars \$1000.00
 - Ralston Tents \$3372.20
 - Twin Magicians \$300.00
 - Letizia & the Z Band \$1500.00

Trustee Pilewski questioned the need to have DownBeat Percussion play both on Memorial Day and the 4th of July. Mayor Whorrall feels strongly that they should be contracted to provide entertainment for both events.

Motion by Trustee Chapman, seconded by Trustee Abdo-Rott to approve the contracts for Memorial Day and the 4th of July as submitted.

MOTION CARRIED 4-0

Fire/EMS – Chief Casscles was present. Most of the items in his report have been addressed earlier in the meeting (Training Requisitions and Department Requisitions. He also has a request to surplus the following:

Surplus Equipment – Fire Department

Laptop Computers
Digital Scanner
Printers
Old hydraulic rescue tools
Brush trailer

Motion by Trustee McGrew, seconded by Trustee Abdo-Rott to approve the surplus of the items as presented by the Fire Chief and dispose of via auction or other means as prescribed by law. DISCUSSION: Trustee McGrew would like a reserve set on the brush trailer. Chief Casscles stated the market will be limited for this item but he also doesn't want to give the equipment away. The auction results will be brought back to the Board for approval.

MOTION CARRIED 4-0

The only other item in his report was relating to an agreement for handling of certain types of time off which has been tabled pending discussion with the Village Labor Attorney.

Administrator/Clerk's Report - Mrs. Dygert gave an oral report to the Board regarding the budget schedule. She stated that the intent would be to give the Board enough time to ask questions and work through the budget requests. She presented a budget schedule for Board approval. There were some issues with Monday meetings. They made the following budget schedule based on the information discussed:

Budget Schedule

March 24, 2020 Special Meeting	7:00 PM	Presentation of budget to Board
March 26, 2020 Special Meeting	7:00 PM	Budget Workshop
April 14, 2020 Regular Meeting	7:00 PM	Regular Meeting and Public Hearing on the Budget

They also discussed the Organizational Meeting which is to be held on Monday, April 6, 2020 at 6:00 p.m.

CNYRIC/BOCES – IT Meeting

Mrs. Dygert advised the Board that she has a meeting set with CNYRIC regarding the transition of service from Garam Group to BOCES at a significant cost savings. The meeting is scheduled to be held on March 16th at 1:00 PM. Trustee Pilewski is unable to attend as he will be out of town during that time.

ADOPT POST ISSUANCE COMPLIANCE POLICY

WHEREAS, the Village of Manlius (the "Village") has issued and may in the future issue obligations on a tax-exempt or tax-advantaged basis; and

WHEREAS, the Internal Revenue Service encourages issuers of tax-exempt or tax-advantaged basis obligations to adopt post-issuance compliance policies to ensure compliance with the Internal Revenue Code of 1986, as amended (the "Code"); and

WHEREAS, the Village has entered into and may in the future enter into certificates and agreements ("Continuing Disclosure Agreements") providing for ongoing disclosure in connection with the offering of securities to investors ("Offerings") (whether or not tax-exempt/tax-advantaged) subject to the continuing disclosure requirements of Rule 15c2-12(b)(5) (the "Rule") promulgated by the Securities and Exchange Commission ("SEC") under the Securities Exchange Act of 1934; and

WHEREAS, the SEC encourages issuers of Offerings to adopt post-issuance compliance policies to ensure compliance with Continuing Disclosure Agreements and the Rule;

WHEREAS, the Village desires to adopt written post-issuance compliance policies to ensure that the Village is in compliance with its obligations under the Code and the Rule; and

WHEREAS, members of the Village Board have had an opportunity to review a copy of the Post-Issuance Compliance Policy for Tax-Exempt and Tax-Advantaged Bonds and Continuing Disclosure (the "Policy");

NOW THEREFOR BE IT RESOLVED BY THIS VILLAGE BOARD AS FOLLOWS:

Section 1. The Village hereby adopts the Policy in the form presented to the Village Board at this meeting.

Section 2. This Resolution shall take effect immediately.

Motion by Trustee Chapman, seconded by Trustee Pilewski to adopt the Post-Issuance Compliance Policy as outlined and attached.
MOTION CARRIED 4-0

Limestone Gardens – Zoning Confirmation Letter

Mrs., Dygert explained that this is a letter which was sent to Limestone Gardens last year for their grant application for monies to improve the property. Mr. Decker stated that he had sent the letter last year and would be willing to send again with Board approval.

Motion by Trustee Chapman, seconded by Trustee Abdo-Rott to authorize the Codes Enforcement Officer to send the letter on behalf of the Village as outlined.
MOTION CARRIED 4-0

Power Stretcher – PERMA Grant – Paperwork submitted on behalf of the Village for reimbursement for the power stretcher purchase through the grant from PERMA.

Codes Enforcement – Mr. Decker was present and gave the Board an update on the permitting process for the Community Development Grant the Village received. He wanted the Board input on the possibility of waiving the permit fees for these upgrades to the commercial properties. The Board thought it was a great thought but wasn't sure that it would be appropriate to treat those differently.

OLD BUSINESS

- **Main Street Revitalization Committee** – Mayor Whorral reiterated that the Village received the grant, the County Executive came here to make the presentation to the three Villages. The Committee met the next day to discuss moving forward on this project and other projects. He would like the Village to consider whether or not to move forward with some of the other projects which had been discussed but he wanted to congratulate the committee on the work they put in. A DOT employee is now sitting on the Committee which should help us achieve our traffic remediation goals. All that has been done is very positive. Now that we have approved updates to our facilities and purchased new equipment, it is time to work on updating the community/streetscapes. There is another grant on the horizon to benefit low-income areas (West Seneca St). We have asked for help again from MRB for this grant. There is a DRI grant that we would like to apply for. There is one in each region awarded. A five-year plan (Community Development) has been sent to Jane from MRB to put together. The grant writing cost would be \$5000 for the Community Development grant. There was discussion about the percentage basis grant writing costs for the DRI grant. Trustee Chapman discussed the two proposals which are due within a month. He would like to get approval to move ahead with looking at some type of agreement for grant writing services as we are now behind the "eight ball" now. They would like Rich DeGuida to set up a meeting with Matt Horn from MRB to discuss our options.

Grant Application – Community Development Grant

Motion by Trustee McGrew, seconded by Trustee Pilewski to authorize the expenditure of \$5,000 to assist with the writing of the Community Development Grant by MRB Group, the intent being that future grants would be under some type of "Term Services" agreement for future grant writing.

Bridget Maloney reminded the Board that a public hearing needs to be held for a Five-Year Plan.

TRUSTEE REPORTS

Trustee Pilewski - Already discussed Recreation. Reviewed the Court report for February and stated that there was a drop in court revenue, less than half of what it was. The new law has affected the court case load.

Trustee Abdo-Rott

- Beautification Committee – distributed the Beautification Committee meeting minutes and would like the Board to be more involved in what is going on with the Community Development Committee.

Trustee Chapman – Would like the Beautification Committee and Lions Club to be included in future projects. Feels we should be aggressive with seeking out these main street grants. Some neighbors have talked to him about Memory Lane Park and a path into the Village. They will find out what covenants are in place which would hinder the process but will put together a committee regarding the potential for new paths through the park.

Trustee McGrew

- Fire Dept – FF/Paramedic Ammann is now retiring on 3/21/20 but will come back part-time. Ambulances in service for about a month and if the Board has an opportunity, they should go up and take a look at them; Police Committee – SROs in schools are now being held by retired police officers with a cost reimbursement of 100% by the F-M Schools. Bail Reform bill has caused the PD to need to hire a clerk for the paperwork and are filling two more officer positions. On the 4th of July they were concerned about the public being able to access the police department.

ENGINEER REPORT

Gave a quick update on the HVAC project. The asbestos abatement has been completed in the crawl space and now the prime contractors are working on the mechanical and electrical portion of the project.

ATTORNEY REPORT

Working on the parking lot issue behind Pavones. Mrs. Dygert asked if the Mylar had been ordered from the surveyor to be filed in the County Clerk's office.

MAYOR REPORT

- COVID-19 – Coronavirus update
- Playground Equipment meeting – for Mill Run Park.
- NYCOM Legislative Lobby
- Safety Committee on 3/19 at 4:00 p.m.
- Mayor's Association meeting on 3/18 for Mayors and Town Supervisors only.
- Asked the Board to start thinking about recipients for the 4th of July awards.

Executive Session

Motion by Trustee Pilewski seconded by Trustee Abdo-Rott to enter executive session to discuss a matter of potential litigation.

MOTION CARRIED 4-0

Village Board entered executive session at approximately 8:50 p.m.

Motion by Trustee Abdo-Rott, seconded by Trustee McGrew to leave executive session and re-enter the regular meeting.

MOTION CARRIED 4-0

The Board re-entered the regular meeting at approximately 9:24 pm

Set Public Hearing – Five-Year Community Development

Mayor Whorrall set the public hearing on the Five-Year Community Development plan to be held on March 24th at 7:00 p.m. during the Special meeting for the budget. Motion by Trustee Chapman, seconded by Trustee McGrew

MOTION CARRIED 4-0

ADJOURN

Motion to adjourn the meeting made by Trustee Abdo-Rott, seconded by Trustee Pilewski.

MOTION CARRIED 4-0

Respectfully submitted by,

Martha Dygert
Administrator/Clerk-Treasurer