

**VILLAGE OF MANLIUS  
BOARD OF TRUSTEES  
February 13, 2024 Regular Meeting**

**PRESENT:** Mayor Whorrall, Deputy Mayor/Trustee Chapman, Trustee Pilewski, and Trustee Oley

**ABSENT:** Trustee Abdo-Rott

**OTHERS:** Lisa Baker, Clerk/Treasurer; Brad Hunt, Village Attorney; Chris Sherwood, DPW Superintendent; Jansen Casscles, Fire Chief; Mike Decker, Codes Officer; Ann Smith, Senior Centre Director; Matt Napierala, Mike McCracken, Jerry & Ann Menter, Alissa Italiano, Steven Mearon, David Haase, Nathan Hunter, Dan StHilaire, Dorothy Wolff, Dan Manning Kelsey Wessel, Rob Fuery, Don Gates And Anny Dominguez.

Mayor Whorrall opened the meeting at 6:01pm with the Pledge of Allegiance. He welcomed everyone that attended the February 13, 2024 meeting.

PUBLIC HEARING (6:05pm)

**Northern Credit Union-Special Use Permit Application**

**Motion by Trustee Pilewski, second by Trustee Chapman to open the Public Hearing for the Northern Credit Union Special Use Permit Application. MOTION CARRIED 3-0**

Steve Mearon from C & S Engineers presented the proposal with some small adjustments.

1. Added a sidewalk along Eureka Drive
2. Made the parking lot smaller with only 26 parking spaces.
3. Shifted the dumpster enclosure over to allow extra parking and Employee Parking.
4. Access within CVS to allow the opening curb cut.
5. Will only install 2 drive through to minimize functionality.

Trustee Chapman liked the proposal, the main concern is the traffic on Eureka Dr. He wants to know what can be done to minimize the traffic in the neighborhood. The Mayor also agrees. Northern Credit Union commented it will be an exit only. This Property has a deeded right away which CVS manages. The owner of CVS will not allow the curb cut to be moved. They need 2 curb cuts and they will not allow the change. When CVS is not going to work with you and not share spaces and it is a small lot to work with, it is difficult.

Resident Alissa Italiano asked if a traffic study had been conducted. A full study has not been done, but they went by the seeker standards which led to no significant impact. Credit Unions typically have 60 vehicles per day, 30 in and 30 out. Peak traffic is usually around lunchtime and is in the teens. DOT may warrant a full traffic study.

Trustee Oley asked how many existing members in that area. They stated 4000 total, but 3,200 in a 5-mile radius.

Resident Anny Dominguez expressed her concerns on the exit on Eureka Dr. and the added traffic.

Northern Credit Union stated it is only a very short stretch that would be affected on Eureka Dr.

Mayor Whorrall asked for a motion to close the public hearing.

**Motion by Trustee Pilewski, seconded by Trustee Oley to close the Public Hearing for the Northern Credit Union Special Permit Request.** **MOTION CARRIED 3-0**

Mayor Whorrall stated that this needs to be reviewed further and no decision will be made at this time. This could be discussed again at the March Meeting. Northern Credit Union wanted to know if the exit to Eureka Dr. was moved down closer to Elmbrook Dr., if that would help with the decision-making process. They would like to avoid a drawn-out process. The Mayor stated that he would be open to meeting privately to work out the details to help the process move forward. He would like to have the Codes Officer included too. The Mayor and Trustees are for the business, just want to make sure it does not make a big impact on the neighborhood.

PUBLIC HEARING (6:10pm)

**Cable Television Franchise Agreement**

**Motion by Trustee Pilewski, second by Trustee Chapman to open the Public Hearing for the Cable Television Franchise Agreement.** **MOTION CARRIED 3-0**

Attorney Hunt stated this is the Cable TV Franchise Agreement. They are seeking a renewal for a 15-year term. The previous term was 10 years. It was Time Warner and is now Spectrum. The franchise will pay 5% of their gross revenues. The one change is they are canceling the comp accounts. They are paying what is allowed to pay and what is governed for this area.

Mayor Whorrall asked if anyone would like to speak on this issue. No comments.

Mayor Whorrall asked to close the public hearing.

**Motion by Trustee Chapman, seconded by Trustee Oley to close the Public Hearing for the Cable Television Franchise Agreement.** **MOTION CARRIED 3-0**

Attorney Hunt stated that there is a resolution to approve. The only thing is the seeker that is type two approved.

**Motion by Trustee Chapman, seconded by Trustee Pilewski to approve the resolution as presented.** **MOTION CARRIED 3-0**

**STATE OF NEW YORK**

**Village of Manlius**

**County of Onondaga**

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In the Matter of the Granting of a Cable Television Franchise Held by **Spectrum Northeast, LLC**  
in the **Village of Manlius County of Onondaga**, New York

**RESOLUTION**

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An application has been duly made to the Board of the **Village of Manlius, County of Onondaga**, New York, by **Spectrum Northeast, LLC**, an indirect subsidiary of Charter Communications, Inc. (“Charter”), a limited liability company organized and existing in good standing under the laws of State of Delaware doing business at 6005 Fair Lakes Rd, East Syracuse, NY 13057, for the approval of a renewal agreement for Charter's cable television franchise for fifteen (15) years commencing with the date of approval by the Public Service Commission.

The franchise renewal agreement would bring the franchise into conformity with certain provisions of the Federal Cable Communications Policy Act of 1984, as amended, and certain court rulings.

A public hearing was held in the Village of Manlius New York on February 13, 2024 at 6:10 P.M. and notice of the hearing was published in the Syracuse.com on January 18, 2024.

**NOW, THEREFORE**, the Board of the Village of Manlius finds that:

1. Spectrum Northeast, LLC has substantially complied with the material terms and conditions of its existing franchise and with applicable law; and
2. Spectrum Northeast, LLC has the financial, legal and technical ability to provide these services, facilities and equipment as set forth in its proposal attached; and
3. Spectrum Northeast, LLC can reasonably meet the future cable-related community needs and interests, taking into account the cost of meeting such needs and interests.

**BE IT FURTHER RESOLVED** that the Board of the **Village of Manlius** hereby grants the cable television franchise of Spectrum Northeast, LLC and the **Village of Manlius** for fifteen (15) years commencing with the date of approval by the Public Service Commission and expiring fifteen (15) years hence.

**BE IT FURTHER RESOLVED** that the Board of the **Village of Manlius** hereby confirms acceptance of this franchise renewal agreement.

The foregoing, having received a \_3-0\_ vote was thereby declared adopted.

Dated: February 13, 2024.

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Lisa Baker  
**Village of Manlius Clerk**

## **NOTICE OF PUBLIC HEARING**

**For the approval of a Cable Television Agreement between Spectrum Northeast, LLC and the Village of Manlius**  
**PLEASE TAKE NOTICE** that the **Village of Manlius**

will hold a Public Hearing on \_February 13, 2024 at 6:10 p.m. at the

Village of Manlius, One Arkie Albanese Ave., Manlius, New York regarding granting a cable television

franchise agreement by and between the **Village of Manlius** and Spectrum Northeast, LLC, an indirect subsidiary of Charter Communications.

A copy of the agreement is available for public inspection during normal business hours at the

**Village** Clerk's office, One Arkie Albanese Ave., Manlius, New York. At such public

hearing, all persons will be given an opportunity to be heard. Written and oral statements will be taken at that time. Time limitations may be imposed for each oral statement, if necessary.

Dated: February 13, 2024

By Order of the Board  
Village of Manlius

#### COMMUNICATION

##### **Taco Bell Special Permit**

Matt Napierala, Engineer and Mike McCracken, Hospitality Group presented the request for a special use permit for Taco Bell. Would like to start the process. He reviewed the standards.

1. Not to create a hazard to Public Health Safety.
2. Morals for general welfare
3. Not be detrimental to the neighborhood.
4. Not alter character of the area
5. Not conflict with the master plan
6. No existing violations through codes within the village.

Drive Through use standards:

1. Look at traffic safety, exit offs and curb cuts.
2. Supplying proper parking
3. Adequacy of staking que lengths- 12 vehicles
4. Pedestrian safety- Add'l sidewalks and Fencing being installed.
5. Service window not facing the Street- Will be on the bank side.
6. No noise in order

A traffic study has been fully completed. Conclusion is the Taco Bell Cantina will not have any significant impact on the traffic in the area.

Attorney Hunt before we can vote on the special permit, it needs to be referred to the County. We will also need to set a Public Hearing.

**Motion by Trustee Chapman, seconded by Trustee Oley to set a Public Hearing for 6:05pm on March 12<sup>th</sup> for the Special Use Permit for Taco Bell.** **MOTION CARRIED 3-0**

**Motion by Trustee Chapman, seconded by Trustee Pilewski to refer the Special Use Permit for Taco Bell to the County.** **MOTION CARRIED 3-0**

**Motion by Trustee Chapman, seconded by Trustee Pilewski to refer the Special Use Permit to the Planning Board on March 5<sup>th</sup>.** **MOTION CARRIED 3-0**

### **Senior Centre Addition**

Ann Smith, the director of the Senior Centre shared the proposed addition for the Senior Centre. With the Senior Centre growing they are looking for more space. The architects will be able to add another room and make it look like the building. Codes Officer Decker shared that the foyer between the Senior Centre and Library needs to be 90-minute rated doors for a fire escape. The trustees' only concern is having enough money for the whole project. Decker also plans to share the project with the Planning Board to review.

### **Volunteer Fire Fighter Letter January 11, 2024**

Mayor and Board of Trustees:

This is to formally notify you that at its regular meeting on January 11, 2024, the Manlius Volunteer Fire Company voted for the following people in regard to membership:

Retired from Full Membership to Honorary Membership:  
Josh Wright

Sincerely,  
Rob Furey  
Secretary

**Motion by Trustee Pilewski, seconded by Trustee Oley to approve the Volunteer Fire Fighter Letter dated January 11, 2024.** **MOTION CARRIED 3-0**

### **State of the Village**

Mayor Whorrall commented that the presentation went well. The Mayor feels it is good to have every year. Trustee Chapman had posted it on facebook and there were 405 viewers who watched the State of the Village. Whorrall thanked all that attended.

### **AGREEMENTS**

### **Financial Advisor for LOSAP**

Dave Haase was present to share the LOSAP proposal. We had to change providers and moved over to Pinnacle. We need to select a financial provider. We would like to move forward to Pinnacle advisors with the intent of utilizing their services.

**Motion by Trustee Pilewski, seconded by Trustee Chapman to approve Pinnacle as the financial provider.** **MOTION CARRIED 3-0**

Mayor Whorrall thanked the Fire Department for the banquet. Was a great time. Also appreciated them bringing the family back from the Delphi Incident. The family had a strong desire to meet the responders that helped them. The father and daughter spoke at the dinner.

### **American Fireworks Contract**

**Motion by Trustee Chapman, seconded by Trustee Pilewski to approve the American Fireworks Contract for the 4<sup>th</sup> of July in the amount of \$13,500.00.** **MOTION CARRIED 3-0**

**Reserve Ambulance Policy**

Chief Casscles spoke on the Ambulance Policy. When we are down an ambulance, Fayetteville has let us borrow the ambulance that is their reserve ambulance. Due to regulations, since operating the vehicle between the two agencies, we need to have a formal policy in place. This is more of an operational policy between the Village of Manlius and the Village of Fayetteville. The Ambulance will be re-lettered with Manlius and Fayetteville listed on the vehicle.

**Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the Reserve Ambulance Policy and approve the lettering on the vehicle.** **MOTION CARRIED 3-0**

**Appoint Julia Shove as Recreation Director**

Mayor Whorral introduced Julia Shoe as the new Recreation Director. She was interviewed in the office and would be available to start on February 20<sup>th</sup>. Trustees asked questions and spoke with her on her qualifications.

**Motion by Trustee Oley, seconded by Trustee Chapman to approve and hire Julia Shove as the Recreation Director at a salary of \$28,500.00 per year for 20 hours per week.** **MOTION CARRIED 3-0**

**MINUTES**

- January 9, 2024 Regular Meeting

**Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the January 9, 2024 Regular Board Meeting Minutes.** **MOTION CARRIED 3-0**

**DEPARTMENT REQUISITIONS**

- Jerome Fire Equipment Co      Stokers Liter & Assoc Equipment      Cost: \$2,403.00

**Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the Jerome Fire Equipment Co. as submitted.** **MOTION CARRIED 3-0**

**ABSTRACT**

**RESOLUTION TO APPROVE PAYMENT OF CLAIMS**  
**February 13, 2024**

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 2023-2024	Abstract 009	\$395,574.17	(V737-831)
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AND

January Payroll Expenses for Payroll #01,01A and 02 (attached)	\$278,203.98
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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 \$673,778.15** by the Village Treasurer as outlined above.

**Motion by Trustee Chapman, seconded by Trustee Oley to approve the Abstract and Payroll as presented.** **MOTION CARRIED 4-0**

Trustee Pilewski questioned the ice equipment. Superintendent Sherwood explained it was a new unit to put on the truck that was just purchased. It is a new system, and we are being used as a trial. He also questioned the garage doors; Sherwood expressed it is for the new garage. Last was the Fingerlakes Castle for Cherry grit. Sherwood believes it is a soap for vehicles.

## DEPARTMENT REPORTS

Mayor Whorrall brought up the Limestone Creek Trash Rack. We have money from FEMA but it is only 1/3 of what it will cost. We have to show them by April 8th that we have started the project. Whorrall had a conversation with Legislator Mark Olson, and Micron is looking to do some creek work in this area, so hopefully we will receive some funds from Micron to offset the total for the project.

April 12<sup>th</sup> and 13<sup>th</sup> cleanup day for Earth Day.

Recreation- No new business

DPW- Superintendent Chris Sherwood was present.

- Signing with Workright to do random testing for CDL Drivers. Since Covid the testing has not been completed. The cost will be less than \$1000, so no need for board approval.

CODES- Codes Enforcement Officer Mike Decker was not present.

- Looking for board approval for virtual training with Storm Water Management- 3 classes totaling \$525.00. A lot of changes occurring through the DEC. We will only benefit from this.

**Motion by Trustee Oley, seconded by Trustee Pilewski to approve the Storm Water Management training as presented.** **MOTION CARRIED 3-0**

- Demolition of the Mobile Station will start next week.

FIRE/EMS – Chief Casscles was present.

- Need Board Approval for auctioning the air packs at \$3,400.00 at Auction International

**Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the auction of the air packs as presented.** **MOTION CARRIED 3-0**

- Mayor Whorrall shared the Fire Department went out on 2766 calls, which was 107 more than last year.

CLERK- Clerk Lisa Baker was present.

- Need board approval for the Separation payout for Jay Kelchner in the amount of \$3661.92.



**Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the Separation Payout Agreement for Jay Kelchner in the amount of \$3,661.92 as presented. MOTION CARRIED 3-0**

- Correction from Onondaga County Affidavit of Collection totaling \$40,840.51.
- Need Board Approval for the quote from Garam Group in the amount of \$1056.82 for a new laptop and docking station for the Recreation Department.

**Motion by Trustee Oley, seconded by Trustee Chapman to approve the Garam Group quote as presented MOTION CARRIED 3-0**

SENIOR CENTRE- Senior Centre Director Ann Smith was present.

- Valentine luncheon is on Wednesday.
- They are still interviewing for a new director.
- They have purchased and are putting a 40-foot storage container down in the parking lot by the soccer field to store items for the tag sale.

Mayor Whorrall shared that we had a 4<sup>th</sup> of July meeting before this meeting and if anyone has any ideas for the awards for the parade to please reach out to him as soon as possible. He would like them to include a reason as to why they should get an award.

Trustee Oley stated Manlius Corn Hole will not be able to run the event. He has the boards that are available. He is going to have a tournament but not on the same date.

#### MAYOR'S REPORT

- Moving along with Onondaga County Development. Are sending what has been completed so that we can be reimbursed.
- Mayor Whorrall is applying for another grant with Onondaga County since we did not receive the NY Forward Grant. This would try to help some of the businesses that were enrolled in the NY Forward Grant.
- Trustee Oley suggested that we put another welcome sign by the DPW.
- Onondaga County Public Arts Grant- Trustee Oley is working with the students and Mike Bean on the educational sign. Mayor Whorrall stated he received a phone call today and we received the grant.
- Mute Swan Permit- we put in everything that they requested and a few things that we wanted to see. They sent back and want us to get rid of 2 of the swans, either 2 males or 2 females. That is not acceptable, and we are going to the politicians since this is not acceptable.
- Board of Elections - We are going to keep our elections in March. We feel it is more beneficial for people to know what they are voting for.
- Greater Fayetteville Area Bicycle & Pedestrian Connections Study will be meeting on March 7<sup>th</sup> in Minoa. They have changed it to Fayetteville Manlius Minoa Bicycle & Pedestrian Connections. Some of the routes have changed and Mayor Brazill and Mayor Whorrall do not agree with all of the ideas.
- NYCOM Legislative Priorities Meeting- February 4-6 (Information obtained)

1. The governor has not increased our AIMS Funding. This is the 15<sup>th</sup> year that it has not changed.
  2. COVID Leave- in July it will cease. If anyone gets sick from COVID will have to use their own time.
  3. Cannabis Update- It is out of control right now. Places are being shut down because of doing things illegally. No more licenses are being issued until they get everything figured out.
  4. AI in Local Government- Artificial Intelligence- there are a lot of issues with hacking.
  5. Civil Service- It has been a challenge. They are going to ban numbers together now so that there is a larger choice to pick from. Program called HELP which you can hire a provisional. If they work 6-10 months, and there is no exam, and they are doing well, we can hire that person.
  6. Protest, social media, 1<sup>st</sup> Amendment Audits- Need to come up with a policy for people that are coming into our facility and videotaping our facility and people. We need to have signs that say where they can and can't go.
  7. Best Practices for hiring and firing - Keep track of personnel and keep records.
  8. Labor Relations- A municipality does not have to give any holidays.
  9. Need to look at salaries in our budget for municipalities are losing employees.
- ARPA Workshop
  - 2020 Census Data Report. A report was completed, and our population increased from 1960 population of 1997 to population in 2020 is 4662.
  - Pro-Housing Community- If you want any funding from the state you have to be certified. Mayor has sent the paperwork to the governor.
  - Parks and Recreation Rules- Forty-two years ago in the agreement- the liaison was the Chairperson to the board. The Parks & Recreation board should be able to pick the chairman, not to have the trustee automatically be the chairman. Attorney Hunt stated that this is an amendment to the code, and he could draft a resolution. This would then need to go to a public hearing. Mayor Whorrall feels this will give more confidence in our board than what we have now.

**Motion by Trustee Pilewski, seconded by Trustee Chapman to approve the Public Hearing for the amendment to the code and resolution for the Parks & Recreation Board rules on March 12<sup>th</sup> at 6:10pm.**

**MOTION CARRIED 3-0**

- The County Mayors Association meeting will be on February 21 at 6pm in Liverpool. Trustee Chapman will be attending.

Trustee Pilewski questioned the holidays and if it is a federal holiday, we can choose what we do and do not take. Mayor Whorrall stated that is correct.

## TRUSTEE REPORTS

### Trustee Pilewski

- The Police Committee wants the Chairperson to be one of the Village Board Members. Tome Pileski was nominated for that position.

- CRC meeting was interesting. The Erie County Emergency Management Meeting was fascinating. It was an excellent presentation. It was in regard to the 2022 blizzard.
- Have been working on IT and Phone Service. The quote from spectrum was within \$50 of what Highbridge charges. He is disappointed that Garam has no flexibility. Inifinit-Solutions would be \$700.00 less a month. He would like to propose if he gets 2 other quotes, that this could be brought to the board for additional discussion. Trustee Oley stated they have them at their business but that the primary use when issues as a retainer. Trustee Pilewski would like us to reach out to BOCES again to see the possibility of them taking on new clients. Clerk Baker will check with other municipalities to see what they utilize as their IT Service.

#### Trustee Chapman

- Independence Meeting- Impressed on how much progress.
- State of The Village- 405 views on Facebook
- Family Formal Dance was a success.
- Fire Department Installation was a great event.
- POD Cast- Will be interviewing Rolling Rust.
- Still trying to solve the issue at the top of Pleasant St. The ideal solution which would include a grant is to do a walkway to the Highschool and a hammerhead at the end of the street. This will not be possible this year. He plans on reaching out to the DOT to do grading and barriers for a right angle to Rt 173. This would accomplish the site distance and it would make it impossible to make people go down the road the wrong way.
- Met on the budget with DPW and Codes.

#### Trustee Oley

- Met with the Students at FM about the Swan Education Sign to be installed at the Swan Pond to meet the regulations for the permit. He will be having another meeting tomorrow with Mike Bean. They will be having meetings every Tuesday.
- Spoke with Nick Paneritis. Attorney Hunt stated it is out of our hands and he needs to speak with the courts.
- Onondaga Business Fast Track – March 21<sup>st</sup> at 7pm. He is encouraging as many businesses as possible to attend the classes.
- Interested in creating a marketing budget. Feels if we had this budget, we could get more people to events. Mayor Whorrall wanted to know who would pay for this. Also, he expressed concern about the capacity of the rooms, we already have a great turn out to all of our events. People are not going to come to our events unless it interests them. Trustee Pilewski was happy to help him look for different marketing ideas.
- Trustee Oley would like to be more involved with the budget process. Mayor Whorrall stated he is welcome to attend meetings at any time.

Trustee Abdo-Rott was not present.

ATORNEY Hunt was present.

- Nothing further to discuss.

#### PUBLIC FORUM

Don Gate's was present to remind us of the traffic problem at Glencliff and Post Rd. They tend to get a lot of cut through traffic and people run through the stop sign. It is unsafe to walk. They have new neighbors, and they are afraid to walk. It is a very unsafe feeling to live in that area. He wondered if anything had been done on this issue. Mayor Whorrall stated he will speak with the Police Chief. Pilewski feels with more presents that may help. He will also check to see what calming methods could be done to help the situation, like planting trees. He will also check with SMTC to see what suggestions they may have. Some thoughts Mr. Gates suggested that would be low cost are speed humps, (although there is a lot of problems with them) reducing width of the street or reduce speed to 25mph.

Mr. Gates suggested that he loves the new newsletter and maybe we could state some of the issues that we are having. Some of the issues are hard but we are working on it. Trustee Pilewski suggested we could put something on the website to respect neighborhoods and drive safely.

ADJOURN

Mayor Whorrall motioned to adjourn the meeting at 8:58pm.

**Motion by Trustee Pilewski, seconded by Trustee Oley to adjourn the meeting at 8:58 pm.**

**MOTION CARRIED 3-0**

Respectfully Submitted by,

Lisa Baker  
Village Clerk