

**VILLAGE OF MANLIUS
BOARD OF TRUSTEES
January 11, 2022 Regular Meeting**

PRESENT: Mayor Whorrall, Trustee McGrew, and Trustee Chapman,.

ABSENT: Trustee Abdo-Rott and Trustee Pilewski

OTHERS: **Martha Dygert, Administrator/Clerk-Treasurer;** Brad Hunt, Village Attorney; Chris Sherwood, DPW Superintendent; Ann Smith, MSAC Director; Mike Decker, Codes Enforcement Officer; and Jansen Casscles, Fire Chief.

Mayor Whorrall opened the meeting at 7:00 p.m. The Pledge of Allegiance was recited and he welcomed those present.

COMMUNICATIONS

Resignation – Zoning Board Miller

A notice was received from Keith Miller asking to be removed from the Zoning Board of Appeals.

Motion by Trustee Chapman, seconded by Trustee McGrew to accept the resignation of Keith Miller as submitted.
MOTION CARRIED 3-0

Mayor Whorrall noted the communication from the Town of Manlius regarding the public hearing on the new subdivision proposed off Brandywine Road. The public hearing was January 10th and Mrs. Dygert stated she included in the Board packet so the Trustees would be aware of the upcoming public hearing.

Fayetteville Senior Centre – Fish Fry

Mayor Whorrall received a communication from the Fayetteville Senior Center – they will be holding a fish fry fundraiser on Monday January 17th.

APPOINTMENT

Justice Court – Bailiff Millet

Motion by Trustee Chapman seconded by Trustee McGrew to approve the appointment of George Millet as a bailiff for the Village Justice Court.
MOTION CARRIED 3-0

DEPARTMENT REQUISITIONS

DPW

- Bartlett Tree (1-2022) Tree Removal Brickyard Falls Rd Cost: \$2435.00
DISCUSSION: Chris Sherwood explained that this requisition came before the Board in October with another contractor to be approved. After several failed attempts at trying to get the contractor to perform the work, he opted to bring it back to the Board to award to the other bidder. This is a dangerous tree within the right of way on Brickyard Falls Rod.
Motion by Trustee Chapman, seconded by Trustee McGrew to approve the requisition for tree removal as submitted.
MOTION CARRIED 3-0
- Builder's Best (2-2022) Lumber for outbuilding at DPW Garage Cost: \$4284.07
Motion by Trustee Chapman, seconded by Trustee McGrew to approve the requisition for lumber as submitted.
MOTION CARRIED 3-0
- T.H. Kinsella (3-2022) Crusher run gravel for parking lot Cost: \$2345.00
Motion by Trustee Chapman, seconded by Trustee McGrew to approve the requisition for gravel/stone for the parking lot off Keith Morgan Way as submitted.
MOTION CARRIED 3-0

Fire/EMS

- Jerome Fire Fire Hose Cost: \$6950.00
Motion by Trustee McGrew, seconded by Trustee Abdo-Rott to approve the requisition for fire hose as submitted.
MOTION CARRIED 3-0

TRAINING REQUISITIONS

Mayor/Trustees

- Mayor Whorrall, Trustees Chapman & McGrew NYCOM Legislative Conference Feb 13-15 Cost: \$953 each
Motion by Trustee Chapman, seconded by Trustee McGrew to approve the training requisition as submitted.
MOTION CARRIED 3-0

MINUTES

- **December 14, 2021 Regular Meeting**
DISCUSSION: An amendment to the minutes is needed to change "sale of Fire Department" to "sale of Station 1"
Motion by Trustee Chapman, seconded by Trustee McGrew to approve the December 14, 2021 minutes as amended.
MOTION CARRIED 3-0

ABSTRACT

RESOLUTION TO APPROVE PAYMENT OF CLAIMS
January 11, 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 008	\$143,575.76	(V584-671)
Main St Revitalization	Abstract 412	\$174.90	(V14)
Trust & Agency	Abstract 344	\$1540.00	(V85)

and
December Payroll Expenses for Payroll #24-26A (attached) \$275,159.60

NOW THEREFORE BE IT RESOLVED:

On motion by Trustee Chapman, seconded by Trustee McGrew that the Board of Trustees of the Village of Manlius approve the payment of claims totaling \$420,450.26 by the Village Treasurer as outlined above.

MOTION CARRIED 3-0

Trustee McGrew questioned whether or not there had been follow-up to the high water bill at Mill Run Park. Chris Sherwood stated he had looked into it and this bill was not out of line with bills from the same time period in prior years.

DEPARTMENT REPORTS

DPW – The Board was provided with a copy of the DPW monthly report. All requests have been addressed. Mr. Sherwood received a request from a local movie company who is doing a Christmas story and asked whether we would loan them some of our Christmas decorations. They didn't indicate exactly the types of decorations they wanted and Mayor is looking for support from the Board. They will provide a loan agreement. They will be using the decorations in the City of Syracuse during filming. The Board was in support of looking into this further.

Fire/EMS - Chief Casscles was present and had the following information for the Board:

Surplus Equipment – Auction Results

Motion by Trustee McGrew, seconded by Trustee Chapman to approve the auction results in the amount of \$5886.00.

MOTIOIN CARRIED 3-0

Administrator – The Administrator's report was provided to the Board and Mrs. Dygert was present with the following:

Separation Payout – Custodian Retirement

The spreadsheet outlining the separation payout for Custodian Nuon was presented to the Board.

Motion by Trustee Chapman, seconded by Trustee McGrew to approve the separation payout as presented in the amount of \$10,916.46.

MOTION CARRIED 3-0

Vacation/Sick Buybacks per TMPFFA, Teamsters and Employee Handbook

The annual buyback breakdown amount of \$38,691.37 was presented to the Board for approval.

Motion by Trustee Chapman, seconded by Trustee McGrew to approve the separation payout as presented in the amount of \$10,916.46.

MOTION CARRIED 3-0

ZBA & Planning Board Meetings

There were meetings of the ZBA and Planning Board on January 3rd and 4th respectively. Two applications before the ZBA for area variances were approved and the final details of the Fayette Street PUD project were finalized by the Planning Board.

Village Code Chapter 89 - Taxation

It has come to the attention of the Village Administrator that there is a discrepancy between the property tax exemptions allowed by the Town of Manlius and those that are in the Village Code. We are frequently called for clarification. Mrs. Dygert provided the Board with Village Code Article V – Tax Exemption for Qualifying Veterans and the Town of Manlius' equivalent code excerpt. She is asking for Board approval to move forward and have the Village Attorney draft a local law to address.

Motion by Trustee Chapman, seconded by Trustee McGrew to set public hearing on a proposed local law for the March, 2022 regular meeting at 7:05 PM.

MOTION CARRIED 3-0

Test Kits & Masks

Ms. Baker and Ms. Vincitore have been handing out Covid test kits to residents as well as masks. There is an abundance of masks and one box of kits left. The Village is waiting to hear if more test kits will be distributed.

Duty Chief Schedule

As part of the Shared Services Initiative through the State, the Village filed for funding relative to the Duty Chief schedule between the three Fire Departments (DeWitt, Fayetteville and Manlius). Formal Board approval supporting the cooperative arrangement between the departments is desired.

Motion by Trustee McGrew, seconded by Trustee Chapman to formalize support for the cooperative Duty Chief Schedule between the DeWitt, Fayetteville and Manlius Fire Departments.

MOTION CARRIED 3-0

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

- Final phase of Life Storage with Certificate of Occupancy issued. The only remaining items are some areas which should be "tidied up".
- Limestone Commons – Dance Studio moving into the plaza.
- ZBA Applications – received for a garage and tree fort which were both heard by the Zoning Board on Monday evening.
- Planning Board meeting for PUD project finalized and is awaiting the final civil plans for the construction.
- Dunkin Donuts is looking to sell their property. He posed the question to representatives about the property behind the shop. It seems the corporate offices weren't aware of the house owned on Smith Street.
- The Speedway owned property is now on the market.

Mayor’s Report

- **Main Street Revitalization** – The second invoice for reimbursement has been sent to the County. We are currently waiting until Spring to continue installation of the furniture for the project, which has arrived and is being stored in the DPW garage.
- **Shared Services Funding** – Notice has been received that funding for the Duty Chief shared services in the amount of approximately \$114,000 is to be granted to the Village. He thanked Mrs. Dygert for her work on this project.
- **FEMA Funding** – they are waiting for a response with regard to the funding for the trash rack replacement. Mr. Sherwood and Mayor Whorral are working with FEMA and NYSDEC on this.
- **SMTC**– no meeting has been set with SMTC as of this date.
- **ARPA** – Committee met yesterday, 1/10/22 and have a preliminary idea of expenditures under the program. The Federal government has lessened the restrictions for those entities receiving less than \$10M in ARPA funding.
- **NYCOM February Legislative Conference** – a reminder that this will be held February 15 – 17th for those attending.
- **Mayor’s Meeting** – Wednesday, January 19th
- **4th of July Committee** – Is looking for guidance from the Board regarding the date of the July 4th celebration. He is seeking the opinion of the Board members on whether the celebration with parade should be Saturday July 2nd or Monday July 4th. There was a tremendous turnout when the 4th fell on Saturday and the Committee thought that this should be considered again. It will be discussed further at a later date.

TRUSTEE REPORTS

Trustee Chapman – gave an update on the Mainstreet Revitalization Committee progress; ARPA Committee; the ZBA and Planning Boards. The latest Podcast with Chief Casscles went up on the website and he is going to be interviewing Danielle Krol of SMTC.

Trustee McGrew – The Police Committee update – they have hired three (3) new officers who will be completing their 12 weeks of training. He also notified the Board of the retirement of Captain Schaffer on January 31st.

Attorney Report:

- **LOSAP Changes** – the Board will be presented with the resolution for changes to the LOSAP program at the next meeting to be held on February 8th. This would be to adopt a resolution to go to referendum on the March 15th ballot.
- **Planning and Zoning Board meetings** – PUD legal items are getting finalized.
- **Cell Tower Leases** – much discussion by the Board relating to existing cell leases and the proposal by Verizon to finalize the existing lease extension proposed. Authorization given to Attorney Hunt to continue to negotiate the leases based on the current market trends.
- **DISH Proposal** – after engineering review, it has been determined that there is sufficient space on the tower for DISH wireless. He will be in contact with DISH representatives for a site plan and terms of the proposed lease.

Executive Session

Mayor Whorral asked to enter executive session to discuss the employment history of a particular employee.
Motion by Trustee McGrew, seconded by Mayor Whorral to enter executive session. **MOTION CARRIED 3-0**

Board adjourned regular meeting to executive session at approximately 7:40 p.m.

No decisions having been made in executive session it was on Motion by Mayor Whorral, seconded by Trustee McGrew to leave executive session and re-enter the regular meeting at 7:50 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 Mayor Whorral at 8:50 p.m.

MOTION CARRIED 3-0

Respectfully submitted by,

Martha Dygert
Administrator/Clerk-Treasurer