

**VILLAGE OF MANLIUS
BOARD OF TRUSTEES
June 11, 2013 Regular Meeting**

PRESENT: Mayor Whorrall, Trustees Abdo-Rott, Hopkinson, Pfeiffer, McGrew, Noble and Pilewski.

ABSENT: None

OTHERS:

Clerk-Treasurer Martha Dygert, Jeff Brown, Village Attorney, Judy Salamone, Interim Rec Director; John Maher, DPW Superintendent; Vince Giordano, Bill Barrett, Village Justice; Jerry Dardzinski, Judy Dardzinski, Kelly Whorrall, David Haase, John Buskey, Fire Chief; Matt Hodinger, Colin Leonard.

The meeting was called to order at 7:04 pm in the Board Room at Village Centre. The Pledge of Allegiance was recited and Mayor Whorrall welcomed those present.

PRESENTATION – Garam Group

TJ McInerney from Garam Group gave a presentation to the Board regarding the installation of a web filter (Barracuda) for internet controls and security. Trustee Pfeiffer advised the Board that she and Clerk Dygert had met with TJ from Garam Group earlier in the day. She gave her input on the two upgrades (Village Centre and Fire Station) and the total cost for the two and further discussed the wireless installation that had been approved previously.

Motion by Trustee Pfeiffer, with a second by Trustee Abdo-Rott (for discussion) to approve the purchase and installation of the Barracuda web filters at a not-to-exceed amount of \$5900.00: Discussion: Trustee Pilewski asked about the capabilities of these units and what functional benefit would be realized with the installation. Attorney Brown asked if three quotes had been received for these units. TJ stated that they obtained three quotes and only brought the best quote to the Board. It was determined that copies of those would be needed prior to placing the order, if approved.

TRAINING HOURS – Justice Court

Village Justice William Barrett made a request that the Board approve additional hours for the prior court clerk, Janet Stanley, to train the personnel in the Justice Court for a maximum of 40 hours.

Motion by Trustee Abdo-Rott, seconded by Trustee Pfeiffer to approve the expenditure of \$880 (40 hours maximum) to Janet Stanley for training in the Justice Court. Motion Carried 7-0.

CODES ENFORCEMENT CONTRACT – Town of Manlius

The Board was presented with a copy of the proposed contract with the Town of Manlius for providing Code Enforcement services to the Village at an agreed-upon price of \$32,000 annually with the stipulation that the permit fees would now be retained by the Town of Manlius.

Motion by Trustee Pfeiffer, seconded by Trustee McGrew to authorize the Mayor to execute the Intermunicipal agreement between the Village of Manlius and the Town of Manlius for Code Enforcement Services. Motion Carried 7-0.

ANIMAL CONTROL CONTRACT – Town of Manlius/Town of Dewitt

Clerk Dygert gave an explanation of the history of Animal Control service and the fact that the Village of Manlius has not had a formal contract for this service to date and consequently has not been billed for these services. The Clerk advised the Board that she had just given this draft agreement to the Village Attorney and is asking the Board to also review the contract for future formal consideration. Ms. Dygert also stated that the Town had sent invoices for the past two quarters for payment, which too would need to be approved by the Board.

Vince Giordano, Town Councilman, advised the Board that the Animal Control had been previously covered under the Codes Contract. Trustees Hopkinson and McGrew asked which fund the Town had this expenditure budgeted in. Ms. Dygert stated that she thought it was under the “A” fund – which covered all town-wide services. Mr. Giordano stated that it was budgeted in the “B” fund, which would be for the Town outside the Villages.

More information will be gathered and brought back to the Board at a subsequent meeting.

MANLIUS HISTORICAL SOCIETY AGREEMENT

Motion by Trustee Hopkinson seconded by Trustee Pilewski to authorize the Mayor to execute the agreement between the Village and the Manlius Historical Society for the 2013-2014 fiscal year. Motion carried 7-0.

MANLIUS SENIOR CENTRE AGREEMENT

Motion by Trustee McGrew, seconded by Trustee Abdo-Rott to authorize the Mayor to execute the agreement between the Village and the Manlius Senior Centre for the 2013-2014 fiscal year. Motion Carried 7-0.

MINUTES

Motion by Trustee Pfeiffer, seconded by Trustee Noble to approve the minutes of the May 14, 2013 regular meeting as submitted. Motion Carried: 7-0

ABSTRACT

For the Abstract dated 6/5/2013, it was on **Motion by Trustee McGrew, seconded by Trustee Pilewski to approve the abstract in the amount of \$64,296.15. Motion Carried 7-0.**

For the Abstract dated 6/6/2013 it was on **Motion by Trustee Noble, seconded by Trustee Pfeiffer to approve the abstract in the amount of \$116,294.26. Motion Carried 7-0.**

TRAINING REQUISITIONS

FIRE/EMS

Req #

- VCOS Symposium – Chris Halliday Cost: \$1970.40 13-0410
- VCOS Symposium – Rob Finger Cost: \$1970.40 14-0001
- VCOS Symposium – John Buskey Cost: \$2070.40 14-0003
- VCOS Symposium – Ray Dill Cost: \$2070.40 14-0004
- VCOS Symposium – Paul Whorrall Cost: \$1970.40 NR

The Board discussed the cost of the conference, the importance of attendance at this particular training and the number of attendees; as well as attendance at the major conferences by the career staff. Chief Buskey stated that it is important that both volunteer and career staff attend and possibly the board should consider sending a board member.

Motion by Trustee Pilewski, seconded by Trustee Noble to approve the Fire/EMS Training requisitions as submitted. Motion Carried 7-0

DEPARTMENT REQUISITIONS

Recreation	<u>Req #</u>
• Ralston Supply Center – Tents, Tables, Chairs 4 th of July Cost: \$4000.00	13-03
• American Fireworks – 4 th of July; Cost: \$7000.00	13-09
• Letizia & the Z Band – 4 th of July: Cost: \$1300.00	13-11

Motion by Trustee Noble, seconded by Trustee McGrew to approve the Recreation requisitions as listed. Motion Carried 7-0.

John Maher, DPW Superintendent brought requisitions for the Board to consider. The requisition brought to the Board at the last meeting for new window glass in the office at the DPW garage – to change out four panels of glass. The work has already been done.

DPW	
• Madison Glass Contractors Cost: \$1940.00	13-157

Motion by Trustee Abdo-Rott, seconded by Trustee Noble to approve the Madison Glass Contractors requisition in the amount of \$1940.00 Motion Carried 7-0.

- Service Master – Mold Remediation Cost: \$999.00 NR

Motion by Trustee Abdo-Rott seconded by Trustee Noble to approve the Service Master requisition in the amount of \$999.00. Motion Carried 7-0.

DEPARTMENT REPORTS:

1. **Clerk-Treasurer** – Martha Dygert brought up a couple issues to the Board. The first item is regarding approval to continue on a month-to-month basis with Syracuse Haulers in the amount of \$5642.65 per month until such time as a new agreement has been reached.

Syracuse Haulers – Month-to-Month Recycling Contract
Motion by Trustee Abdo-Rott, seconded by Trustee Noble to authorize continuation of the recycling contract with Syracuse Haulers on a month-to-month basis with a cost of \$5642.65 per month until a new contract is awarded. Motion Carried 7-0.

Ms. Dygert discussed the Animal Control invoices that were sent by the Town of Manlius. It was decided by the Board to wait to act on these pending further information.

A copy of an e-mail from David Weber in the Code Enforcement office was distributed to the Board regarding two property maintenance issues. The first is high grass at 4618 Glencliffe Road and the need to mow the lawn. Per Ms. Dygert, according to the Village Code, there is no Board approval required to commence with the lawn care once the Code Enforcement officer has sent notification of violation. Mr. Maher is directed to initiate the mowing on this property.

The second property discussed was 4889 Clark Lane which has several violations on the property. There are broken fences and a pool with standing water. Mr. Weber requested that the Board set a committee to discuss the process for these types of issues.

4889 Clark Lane – Abandoned Property Maintenance
On Motion by Trustee Pfeiffer, seconded by Trustee Pilewski to order the DPW Superintendent to enter the property to secure the fence and lock to eliminate the liability issue and further set meetings with the Town of Manlius to discuss the process for these issues in the future. Motion Carried 7-0.

Trustee Pfeiffer discussed that she would be available to research and work through this with Town Codes.

2. **Recreation** – Interim Recreation Director, Judy Salamone gave a report to the Board. She gave an overview of the current upcoming events. The Board was presented with a schedule of events for the July 4th celebration.

Ms. Salamone is requesting approval for additional personnel for the Summer Playground program – Barbara Lecoa – Bus Driver; Daniel Lawless – Bus Driver and Mia Biviano – CIT.

Personnel Approval – Summer Playground
Motion by Trustee Abdo-Rott, seconded by Trustee Noble to approve the hiring of Barbara Lecoa and Daniel Lawless as bus drivers at a pay rate of \$13.50 per hour and Mia Biviano as a CIT. Motion

Carried 7-0

The issue of **Goose Control** was discussed. An initial motion by Trustee Abdo-Rott, seconded by Trustee Noble to approve the contract with Take Flight Goose Management. Discussion: After discussion by the Board, the DPW Superintendent, the Attorney and Ms. Salamone, more information will be gathered before making a decision. Both the motion and second were withdrawn.

3. **DPW** – John Maher, DPW Superintendent was present. He spoke of some drainage issues – one at Village Centre for which he has met with Doug Miller and will be coming back to the Board with recommendations and will be meeting with department liaisons tomorrow.

Mayor Whorral reminded Mr. Maher that he would like all the Trustees be given a key to Village Centre.

4. **Fire/EMS** – John Buskey, Fire Chief was present. There is a need to have an hepatitis B vaccination policy adopted by the Board. Mr. Buskey presented a draft policy for the Board to consider.

Hepatitis B Vaccination Policy

Motion by Trustee McGrew, seconded by Trustee Pilewski to adopt the Hepatitis B Vaccination Policy as presented by Chief Buskey. Motion Carried 7-0.

TRUSTEE REPORTS

Trustee Abdo-Rott – Nothing to report

Trustee McGrew – Reported that the bid specifications have been finalized for the new ambulances and is recommending the board authorize putting this out to bid.

Ambulance Public Bid

Motion by Trustee McGrew seconded by Trustee Pilewski to authorize publishing the notice to bidders for two new ambulances for the Fire Department. Motion Carried 7-0

The second item discussed by Trustee McGrew was the overdue ambulance collections.

Ambulance Billing Overdue Collections

Motion by Trustee Abdo-Rott, seconded by Trustee Pfeiffer to authorize CAG to send out soft collection letters to the entities listed on the overdue collections list with follow up 90 days later with a report of the remaining outstanding collections. Motion Carried 7-0

The last item was noting that there was a conflict with the Mayor's Association meeting and the CRC Meeting in Fayetteville. Trustee Pilewski stated he would be attending the CRC meeting.

Trustee Pilewski – Advised the Board that he was attending various meetings and had met with Martha to be brought up to speed on the finances,

Trustee Noble – Has been working on the banners and showed a design to the Board. Mayor Whorral stated he would like to move forward with this as soon as possible. The Board discussed the options – styles of banners, quantity of banners, locations, vendors who make the banners, etc. Trustee Hopkinson feels that it is too late into the year to worry about obtaining sponsors for the banners and feels it would be more beneficial to keep moving forward if this is what the Board would like to see happen. Trustee Noble also mentioned volunteers for the 4th of July and how anyone interested can sign up for this.

Trustee Pfeiffer – Stated that the Board needs to extend the PUD to September 1, 2013 to give the developer time to have site plan approval.

PUD Extension

On motion by Trustee Pilewski, seconded by Trustee Noble to extend the date for PUD site plan until September 1, 2013. Motion Carried 7-0

Trustee Hopkinson – Gazebo repair needs to be started soon.

ATTORNEY REPORT

Nothing to report.

MAYOR REPORT

Mayor Whorral reported that Wednesday June 19, 2013 at 6:00 pm is the next Mayor's Association Dinner in Liverpool. He advised that this would be a good meeting to attend as there will be representatives from Onondaga County present to discuss a possible increase in the VIP funding.

Mayor's Association Dinner

Motion by Trustee McGrew, seconded by Trustee Abdo-Rott to authorize sending up to 8 people to the Mayor's Association Dinner on June 19, 2013. Motion Carried 7-0.

Mayor Whorral also announced the Onondaga County Mayor's Association annual event will be on July 27th with a trip to the Thousand Islands.

Mayor's Association Outing – Cruise

Motion by Trustee McGrew, seconded by Trustee Abdo-Rott to authorize sending up to 8 people to the Mayor's Association Outing. Motion Carried 7-0.

Mayor Whorral met with the 1st Grade Class at Enders Road Elementary School who named the cygnet "Penny" and

circulated photographs.

He gave the Board an update on scheduled meetings to meet with the trustees in the upcoming week.

PUBLIC FORUM

No one wished to speak during public forum.

EXECUTIVE SESSION

Motion by Trustee Abdo-Rott, seconded by Trustee Hopkinson to enter executive session for the purpose of discussing collective bargaining negotiations and the potential appointment of a particular individual. Motion Carried 7-0

Board entered executive session at approximately 8:48 p.m.

Motion by Trustee Abdo-Rott, seconded by Trustee Noble to leave executive session and re-enter the regular meeting at 9:18 p.m. Motion Carried 7-0.

Clerk-Treasurer was asked to contact the County Civil Service office and request the list of eligibles for the position of Recreation Director for canvassing.

Attorney Brown was directed by the Mayor to research and draft an amendment to the Employee Handbook as it relates to eligibility for health insurance for part-time employees.

ADJOURN

Motion to adjourn was made by Trustee Abdo-Rott and seconded by Trustee Noble. Motion Carried 7-0.

The meeting was adjourned at approximately 9:40 p.m.

Respectfully submitted by,

Martha Dygert
Clerk-Treasurer