REGULAR MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF MARCELLUS HELD ON JULY 27, 2026 AT THE VILLAGE HALL

PRESENT: Chad A. Clark, Mayor — See List
James P. Curtin, Trustee
Timothy P. Witthoft, Trustee
Jeffrey D. Brown, Village Attorney
Charnley A. Abbott, Village Clerk

ABSENT: None

Pledge of Allegiance.

Mayor Clark opened the regular board meeting at 7:00 pm.

Mayor Clark made a motion to open a public hearing regarding an application for a Special Use Permit to allow for the construction of multi-unit residential housing at 8 Paul Street. Trustee Witthoft seconded the motion. Mayor Clark called for a vote. All board members voted aye, and the public hearing was opened at 7:00 p.m.

PUBLIC HEARING RE: SPECIAL USE PERMIT 8 PAUL STREET:

Mayor Clark explained that 8 Paul Street is a privately owned parcel 6.32 acres in size zoned as RC (Multi-family Residential). Pursuant to Chapter 250 Article X Section 250-16 of the Village Code, multi-unit dwellings under this classification are permitted provided a Special Use Permit is granted by the Village Board of Trustees.

Dave Kimmel, owner of Two Plus Four, gave a brief overview of the project and answered questions from those in attendance. Mr. Kimmel stated that the apartments would be open to seniors as defined by federal statute, dumpsters would be enclosed, demolition will hopefully begin in fall of 2026, and that the project, including the renovations of the two existing buildings (Upper Crown Landing and Nine Mile Landing) will take approximately 14 months.

Mayor Clark asked if there were any comments or questions from the Board, there were none.

Mayor Clark asked if there were any other matters to come before the Board, there were none.

Mayor Clark made a motion, seconded by Trustee Curtin, to close the hearing. All members voted aye and the hearing was closed at 7:11pm.

SPECIAL USE PERMIT – 8 PAUL STREET:

Trustee Curtin made a motion to approve the Special Use Permit for the Tefft Meadows multi-family residential development project at 8 Paul Street. The motion was seconded by Trustee Witthoft. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

CONSENT AGENDA:

The Village Clerk submitted the minutes of board meetings for the month of June 2026. The bills on Abstract Sheet #002 for General Fund in the amount of $73,427.12, Sewer Fund in the amount of $62,281.79, and Trust and Agency in the amount of $12,982.67 were audited. The bills on Abstract #002 totaled $148,691.58. The Board received the Police Report for the month of June 2026 from Police Chief Richard Curran. The Board also received the Code Official's Report for the month of June 2026 from Code Enforcement Official Paul Stacey. The Board acknowledged receipt of the minutes of the Town Board meetings for June 2026. The financial statements for Fiscal Year End 2026 and June 2026 were reviewed. Trustee Witthoft made a motion to approve the consent agenda. The motion was seconded by Trustee Curtin. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

19 NORTH STREET- SPECIAL USE PERMIT:

Trustee Curtin made a motion to table the Special Use Permit for 19 North Street. The motion was seconded by Trustee Witthoft. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye, and the motion carried.

NOTICE OF DELINQUENT TAXES:

Trustee Witthoft announced that the total of 2026-2027 Property Taxes yet to be collected as of 7/27/26 amounted to $38,200.20, or 4.9% of the total tax levy from 27 delinquent properties. Last year at this time, that amount totaled $42,826.52 or 5.92% of the total tax levy. A copy of the tax delinquent list is on file in the Village Office for public inspection.

WEBSITE HOSTING AND SUPPORT CONTRACT:

Trustee Curtin made a motion to renew the contract with North Shore Solutions, at a cost of $500 for 1 year of website software, hosting, tech support and training as needed, plus $65 for a 1-year renewal of the villageofmarcellus.com domain. There is no increase to the annual support contract this year, and the domain renewal increased by $5. Although the Village transitioned to www.villageofmarcellusny.gov, maintaining ownership of the .com domain remains advisable to ensure visitors using the previous address continue to reach the Village website. The motion was seconded by Trustee Witthoft. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

RESOLUTION – CLIMATE SMART COMMUNITIES GRANT AUTHORIZATION:

Trustee Witthoft made a motion to adopt the following resolution:

Resolution of Support & Authorization for the Village of Marcellus
2026 New York State Climate Smart Communities Grant

WHEREAS, the Village of Marcellus, Onondaga County, hereby requests financial assistance from the New York State Climate Smart Communities Grant Program pursuant to Environmental Conservation Law Article 54, Title 15; and

WHEREAS, the Village of Marcellus certifies that it has identified $35,000 in matching funds from the Village General Fund pursuant to Environmental Conservation Law Article 54, Title 15; and

NOW THEREFORE BE IT RESOLVED, the Village Board, on behalf of the Village of Marcellus, identifies the Village Mayor as the authorized representative for the project, able to execute all necessary documents relative to and as required for this application; and

BE IT FURTHER RESOLVED, the Village Board, on behalf of the Village of Marcellus, hereby authorizes the Village Mayor as well as MRB Group to act on its behalf in submittal of an application through the Consolidated Funding Application for $35,000 in funding to be used for a stormwater planning study; and

BE IT FURTHER RESOLVED, that the Village of Marcellus recognizes and fully supports the submission of the 2026 Climate Smart Communities grant application by MRB Group to complete a stormwater planning study.

The motion was seconded by Trustee Curtin. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

RESOLUTION – CLIMATE SMART COMMUNITIES GRANT SEQR TYPE II ACTION:

Trustee Curtin made a motion to adopt the following resolution:

NYS DEC CLIMATE SMART COMMUNITIES GRANT
STORMWATER MITIGATION FEASIBILITY STUDY
SEQR RESOLUTION – TYPE II ACTION

WHEREAS, the Village of Marcellus Village Board, (hereinafter referred to as The Board) is submitting an application through the Climate Smart Communities program under the New York State Department of Environmental Conservation (DEC), for the preparation of a stormwater drainage improvement study; and

NOW, THEREFORE, BE IT RESOLVED THAT, the Board does hereby classify the above referenced Action to be a Type II Action under Section 617.5 (c)[27] of the State Environmental Quality Review (SEQR) Regulations; and

BE IT FURTHER RESOLVED THAT, Type II Actions are not subject to further review under Part 617 of the SEQR Regulations; and

BE IT FINALLY RESOLVED THAT, the Board in making this classification has satisfied the procedural requirements under SEQR and directs this Resolution to be placed in the file on this Action.

The motion was seconded by Trustee Witthoft. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

MONTHLY EMPLOYEE CELLPHONE STIPEND:

Trustee Witthoft made a motion to continue to offer the monthly cell phone stipend for eligible full-time employees in the amount of $50 per month. Full-time employees are frequently required to be accessible by phone, email, or text for work-related matters—including after hours or while off-site. A cell phone stipend supports reliable and responsive communication and helps equitably offset the personal costs of a mobile phone without requiring employees to carry a second, work-only phone. The motion was seconded by Trustee Curtin. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

NYRWA HOLD HARMLESS AND INDEMNIFICATION AGREEMENT:

Trustee Curtin made a motion to authorize the Mayor to sign the Hold Harmless and Indemnification Agreement with New York Rural Water Association to which the Village agrees to hold harmless NYRWA against all claims arising from the performance of the NYRWA assistance provided to the Village for smoke testing the Village's sewer system. A copy of the agreement is posted on the Village website for public inspection. The motion was seconded by Trustee Witthoft. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

MORTGAGE TAX APPORTIONMENT:

Trustee Witthoft announced that the Onondaga County Commissioner of Finance has determined that the Mortgage Tax Apportionment for the Village of Marcellus for the period October 1, 2025, through March 31, 2026 amounts to $8,301.12, which represents an increase from last year's apportionment of $5,064.89.

BUDGET MODIFICATIONS:

Trustee Curtin made a motion to approve the following budget modifications transferring revenues and appropriations in the General and Sewer Funds and for the Fiscal Year End 2026 and June 2026 Financial Statements.

Budget Modifications for Fiscal Year End Financials 5/31/26

SEWER FUND

1. Budget Modification requested for Transmission & Distribution- town for W2O Invoice for Platt Road spring maintenance, to be reimbursed by the town.

Debit: G8130.4 $1384.20 (Sewage treatment & Disposal contractual
Credit: G8120.41 $1384.20 (Transmission & Distribution- town)

2. Budget Modification requested for Sewage treatment & disposal- equipment For W2O invoices for: primary clarifier, expansion joints, influent screen & expansion joint digester.

Debit: G9060.8 $12502.73 (Hospital & medical insurance)
Credit: G8130.2 $12502.73 (Sewage treatment & disposal- equipment)

3. Budget Modification requested for Sewage treatment & disposal outside contract for W2O invoice to install/repair pump and to repair Boerger rotary lobe pump.

Debit: G9060.8 $ 4487.98 (Hospital & medical insurance)
Debit G8130.49 $6386.81 (Vehicle repairs)

Debit: G8130.48 $676.54 (Supplies/chemical)
Credit: G8130.45 $11551.33 (treatment & disposal outside contract)

GENERAL FUND

1. Budget Modification requested for Central Printing & Mailing for final printing invoice from Advanced business systems.

Debit: A1660.4 $19.14 (Central storeroom)
Credit: A1670.4 $19.14 (Central printing & mailing)

2. Budget Modification requested for Animal control contractual for final phone invoice.

Debit: A3510.1 $31.25 (Animal control personal services)
Credit: A3510.4 $31.25 (Animal control contractual)

3. Budget Modification requested for Street Maintenance Gasoline, for final Onondaga county DOT Fuel invoice.

Debit: A5110.46 $566.49 (Street maintenance miscellaneous)
Credit: A5110.44 $566.49 (Street maintenance gasoline)

4. Budget Modification requested for planning contractual for MRB invoice for coastal resilience grant.

Debit: A5142.41 $2716.00 (Snow removal salt usage)
Credit: A8020.4 $2716.00 (Planning contractual)

Budget Modifications for June Financials 6/30/26

SEWER FUND

1. A budget modification is requested for the Sewer Services – Other Government account to appropriate funds for the purchase of a Wilo FA10.51 replacement pump for the Platt Road Pump Station and estimated installation costs. The pump will serve as the replacement unit for the existing station. All costs associated with the purchase and installation of the pump will be reimbursed by the Town; therefore, this budget modification will have no net financial impact on the municipality.

Debit: G2374 $12950.00 Sewer Services other Government
Credit: G8120.41 $12950.00 Transmission & Distribution Contractual Town

The motion was seconded by Trustee Witthoft. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

ANNOUNCE VILLAGE MEETINGS:

Trustee Witthoft stated that the Village Clerk posted the meeting schedule for all regular monthly meetings and workshops for the Village year on the Village Website and noted that the first public meeting for the NY Forward Grant Award will be held on August 20th from 5-7pm at the Marcellus Free Library and the Village Office will be closed on Monday, September 7th for the Labor Day holiday.

UPDATES FROM THE MAYOR:

The following updates are available on our website, www.villageofmarcellusny.gov

- The first public meeting for the NY Forward Grant is scheduled for Thursday, August 20 from 5-7pm at the Marcellus Free Library. Please visit the Village website, www.villageofmarcellusny.gov for the most up to date information regarding the NY Forward planning process and meeting schedules.
- DPW has been trimming trees along the streets and sidewalks in the Village.
- There has been an increase in grease accumulation at the WPCP during this past month- please dispose of F.O.G.'s properly to keep our plant working efficiently!
- Asset management pilot program with the DEC is still underway for the WPCP and collection system.
- The summer Newsletter was sent out to Village Residents, extra copies can be found at the Village Hall, Town Hall, and Library.
- Smoke Testing for the Village/Town Sewer Collection system is scheduled for Aug 24-Aug 28.
- Slip lining of Flower Lane is tentatively scheduled for September. More info will be available for affected residents as the time gets closer.
- Sections of First Street, Kelly Ave and tentatively Reed Street are scheduled to be paved this summer.
- Green Gateway pavilion and ADA compliant fishing access projects are still a work in progress. Bear with us as the projects get closer to installation.
- Last pickup for Summer Brush is August 3rd. The compost area behind the Village Hall is available to Village residents 24/7 for yard waste drop-off. If bagged, only paper lawn/leaf bags please. Also, please do not sweep yard debris into the road. This often causes storm sewers to become obstructed and creates serious hazard for motorcyclists.
- Village DPW and Town DPW have been working together on various projects this summer.
- SRO Contracts with the Marcellus, Onondaga, Tully and Lyncourt School Districts have been negotiated and signed by all parties concerned.
- Compost Project – compost continues to be available for residents, on a first-come-first served basis, and if any residents cannot pick up compost during normal business hours, please call the Treatment Plant (315-673-4491) to make an appointment with one of the operators. The operators are available to answer questions and to help load compost for residents.
- Summer Concerts in the Park – A series of summer concerts are held during June, July and August at Marcellus Park Annex Pavilion, Thursday nights from 7 – 8:30 p.m. They are free and appropriate for the entire family. A full list of concert listings and other events and programs is available on the Town website at

Marcellusny.com or call the Marcellus Parks and Recreation Department (315-673-3269, ext. 2) for more information.

- July was traditionally Battery Collection Month, however, OCRRA discontinued this program several years ago. Household batteries can be dropped off locally at Nightingale's Mills on South Street Road without charge. For information and guidance regarding disposal of batteries and/or any other items (including F.O.G.'s), please visit the "How do I get rid of…?" search engine on the home page of the OCRRA website.

After concluding with his updates, Mayor Clark asked if there were any comments from the Board. There were none.

ITEMS FROM THE FLOOR:

Mayor Clark asked if there were any items from the floor.

Several residents from Baltimore Ridge Rd and surrounding streets were in attendance to speak to the Board regarding concerns with vehicles speeding through the area and asked if the Board would consider installing traffic control signs such as "Children At Play" and "No Outlet," as well as "STOP" signs at the intersections of Dunlap Ave/Baltimore Ridge Road and Baker Road/Baltimore Ridge Road. The Board acknowledged the concerns and stated it would work with the DPW to evaluate appropriate traffic-control signage for the neighborhood.

Kim and John Kominski, 22 Baker Rd, spoke to the Board about drainage and stormwater runoff issues that have been affecting their property and depositing silt in the Village owned stormwater collection system. Ms. Kominski provided photographs and videos depicting rain events and the resulting damage to their property. She stated that the damage was caused by improper erosion controls during development, including the installation of a silt fence. The Board acknowledged that there is a problem with stormwater runoff and silt accumulation in the collection system and will work with the Village Engineer, DPW and Code Official to determine what the proper course of action is to rectify the situation.

Bob Carlson, 29 Slocombe Ave, spoke to the Board about concerns with vehicles speeding, illegally parking, and ignoring stops signs throughout the Village. Mayor Clark acknowledged these concerns and stated that he would discuss increased police presence and mitigation options with the Police Chief.

Mayor Clark asked if there were any other items from the floor. Hearing none, Mayor Clark made a motion to adjourn the meeting, seconded by Trustee Witthoft. Mayor Clark called for a vote. All board members voted aye and the meeting was adjourned at 8:21 p.m.

Respectfully Submitted by:

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Charnley A. Abbott, Village Clerk