

**REGULAR MEETING OF THE VILLAGE BOARD
OF THE VILLAGE OF MARCELLUS HELD ON
FEBRUARY 23, 2026 AT THE VILLAGE HALL**

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

ABSENT: None

Pledge of Allegiance

Mayor Clark opened the meeting at 7:02pm following the public hearing held regarding Local Law #2 of 2026.

LOCAL LAW #2 OF 2026:

Trustee Curtin made a motion to adopt Local Law #2 of 2026 authorizing a property tax levy in excess of the limit established in General Municipal Law Section 3-c. The motion was seconded by Trustee Manahan. 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 January 2026. The bills on Abstract Sheet #009 for General Fund in the amount of \$26,772.69, Sewer Fund in the amount of \$22,903.98 and Trust & Agency funds in the amount of \$1,486.95 were audited. The bills totaled \$51,163.62. The Board tabled the Police Report for January 2026. The Board received the Code Enforcement Report for the month of January 2026 from Code Official Paul Stacey. The Board acknowledged receipt of the minutes of the Town Board meetings for January 2026 and the financial statements for January 2026. Trustee Manahan made a motion to approve the consent agenda, 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 Mayor Clark. Mayor Clark asked if there was any discussion. Hearing none, Mayor Clark called for a vote. Mayor Clark and Trustee Curtin voted aye, and Trustee Manahan abstained due to recusal. The motion carried.

PROCLAMATION- ARBOR DAY:

Mayor Clark made a motion to approve the following Proclamation:

WHEREAS, In 1872, the Nebraska Board of Agriculture set aside a special day for the planting of trees, and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

WHEREAS, trees in our community increase property values, enhance the economic vitality of business areas, and beautify our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, BE IT RESOLVED, I, Chad Clark, Mayor of the Village of Marcellus , do hereby proclaim April 24, as Arbor Day in the Village of Marcellus , and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

BE IT FURTHER RESOLVED that I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

The motion was seconded by Trustee Manahan. 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.

SPRING TRASH DATES AND COMMUNITY SHRED DAY:

Trustee Manahan announced that the Town of Marcellus has scheduled the 2026 dates for the Trash Transfer Stations as follows: Fridays, April 24th and May 1st from 8 a.m. to Noon and Saturdays, April 25th and May 2nd from 8 a.m. to Noon. Permits are required and issued through the Town of Marcellus Clerk’s Office. There will also be an Electronic Waste Collection for the duration of the event, there is no charge for electronic waste drop-off. The Board has also agreed to have a Community Shred day on Saturday, April 25th at the Town of Marcellus Highway Garage. The cost to the Town is \$600.00, and I make a motion to approve that the Village share half of that cost, \$300.00. There will be no cost to the residents for the shredding. 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- ADOPTION OF VOLUNTARY SEPARATION PROGRAM:

Trustee Curtin made a motion to approve the following resolution:

WHEREAS, the Village Board of Trustees of the Village of Marcellus desires to manage workforce transitions in a fiscally responsible manner while recognizing long-serving employees; and

WHEREAS, the Village Board finds that offering a voluntary separation opportunity to eligible employees may result in long-term cost savings and operational flexibility; and

WHEREAS, this Voluntary Separation Program is not a retirement incentive, does not require retirement from the New York State and Local Retirement System (“NYSLRS”), and does not provide or alter any pension benefit; and

WHEREAS, the Village Board wishes to establish clear eligibility criteria, benefit limitations, fiscal controls, and a defined program sunset date consistent with guidance from the Office of the New York State Comptroller.

NOW, THEREFORE, BE IT RESOLVED that:

Section 1. Establishment of Program

The Village Board of Trustees hereby establishes a Voluntary Separation Program (“Program”) for eligible Village employees, subject to the terms and conditions set forth herein.

Section 2. Eligibility

To be eligible to participate in the Program, an employee must:

1. Be a permanent employee of the Village of Marcellus;
2. Have a minimum of thirty (30) years of credited service with the Village of Marcellus, regardless of membership or status in NYSLRS;
3. Be actively employed at the time of application;
4. Be actively enrolled in the Village health insurance plan at the time of application; and
5. Enter into a written Participation Agreement approved by the Village.

Participation in the Program is voluntary and subject to final approval by the Village Board of Trustees or its designee, based upon fiscal impact and operational needs.

Section 3. Separation from Service

Employees approved for participation shall separate from Village employment on a date approved by the Village. Separation under this Program shall constitute a voluntary resignation, not a retirement, and shall not create any right to reemployment with the Village. The Village retains the right to keep a participating employee on its civil service roster through Village fiscal year 2026-27 and pay him/her at a rate of \$25 per hour to provide part-time work in the event of an emergency or other need. Any such work shall require the prior written approval of the Village Mayor in each instance.

Section 4. Sick Leave Payment

An employee participating in the Program may receive a lump-sum payment for accrued, unused sick leave as follows:

- Payment shall be limited to a maximum of ten (10) days;
- Payment shall be calculated at the employee's regular rate of pay in effect on the date of separation;
- Amount of sick leave accrued during the year the employee separates shall be prorated based on the employee's anniversary date; and
- Any accrued sick leave in excess of ten (10) days shall not be paid.

Section 5. Vacation Leave Payment

An employee participating in the Program may receive a lump-sum payment for accrued, unused vacation leave as follows:

- Payment shall be limited to a maximum of forty-five (45) days;
- Payment shall be calculated at the employee's regular rate of pay in effect on the date of separation;
- Amount of vacation leave accrued during the year the employee separates shall be prorated based on the employee's anniversary date; and
- Any accrued vacation leave in excess of forty-five (45) days shall not be paid.

Section 6. Comp Time Payment

An employee participating in the Program may receive a lump-sum payment for accrued, unused comp time as follows:

- Payment shall be limited to a maximum of five (5) days;
- Payment shall be calculated at one and a half times the employee's regular rate of pay in effect on the date of separation; and
- Any accrued comp time in excess of five (5) days shall not be paid.

Section 7. Health Insurance Benefits

An employee participating in the Program may continue participation in the Village's health insurance plan for individual coverage only, subject to applicable law, plan requirements, and any change in the plan offering, under the following cost-sharing arrangement:

- The Village shall pay seventy-five percent (75%) of the individual health insurance premium;
- The employee shall pay twenty-five percent (25%) of the individual health insurance premium, with payment received by the Village Treasurer in four quarterly installments on or before January 1, April 1, July 1, and October 1 each year;
- Coverage will be cancelled if the employee fails to make any required quarterly payment;
- Participation shall be subject to eligibility under applicable federal and state continuation coverage laws, including COBRA where applicable; and
- The employee must convert to Medicare upon turning 65 years of age and will no longer be eligible for Village health insurance.

Section 8. Written Participation Agreement

Participation in the Program shall be conditioned upon execution of a written Participation Agreement, in a form approved by the Village Attorney, which shall include, at a minimum:

- Acknowledgment that separation is voluntary and not a retirement;

- Confirmation of benefits and limitations under the Program;
- A general release of claims to the extent permitted by law; and
- Agreement to comply with all Program terms.

Section 9. Sunset Date

This Program shall be time limited. Employees must execute a Participation Agreement no later than February 28, 2026. No applications or agreements shall be accepted after that date unless expressly authorized by resolution of the Village Board of Trustees.

Section 10. Fiscal Controls

All payments and benefits provided under this Program are subject to:

- Availability of appropriated funds;
- Compliance with applicable laws, rules, and Comptroller guidance; and
- Audit and review by the Village Treasurer.

Section 11. No Creation of Contractual Rights

Nothing herein shall be construed to create a contractual right, vested benefit, or entitlement to participate in the Program. The Village reserves the right to approve, deny, modify, or discontinue the Program at any time, consistent with law. The benefits described herein are non-transferable.

The motion was seconded by Trustee Manahan. 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.

AMENDED MARCELLUS VETERINARY CONTRACT:

Trustee Manahan made a motion to approve an amended contract with Marcellus Veterinary Hospital which added an exam fee and vaccination/worming fees for dogs that are taken into custody by the dog control officer and housed at Marcellus Veterinary Hospital. Due to changes in State Agriculture and Markets regulations, the vet is required to perform these services to all stray dogs that are housed by the vet, regardless of the length of time boarded. 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.

REVISED PROCUREMENT POLICY:

Trustee Curtin made a motion to approve the revised Procurement Policy for the Village of Marcellus. The revised policy maintains state required monetary thresholds for purchasing and revises the purchase amounts below the state thresholds to make the procurement process more efficient and less burdensome to Village staff. The motion was seconded by Trustee Manahan. 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- CNY STORMWATER COALITION:

Trustee Manahan made a motion to approve the following resolution:

WHEREAS, the Village of Marcellus, herein called the “Municipality,” after thorough consideration of the various aspects of the problem and consideration of available information, has hereby determined that certain work, as described in Attachment A, herein called the “Project,” is desirable, is in the public interest, and is required to implement the Project; and

WHEREAS, the Central New York Regional Planning & Development Board, herein called the “Board,” has provided program planning and implementation assistance pertaining to the requirements of the New York State Pollutant Discharge Elimination System (SPDES) Stormwater Phase II General Permit for Municipal Separate Storm Sewer System (MS4) operators since 2002, and

WHEREAS, the Board has proposed staff and education assistance services in support of sustaining the CNY Stormwater Coalition and to provide a regional public education, outreach and training compliance program to reduce municipal staff burdens, ensure consistency, provide widespread priority audience targeting the most efficient use of limited municipal funds by distributing total program costs over a number of entities within a twelve-month timeframe.

NOW, THEREFORE, BE IT RESOLVED BY the Board of Trustees of the Village of Marcellus

1. That Chad A. Clark, Mayor of the Village of Marcellus, or such person's successor in office is the representative authorized to act on behalf of the Municipality's governing body in all matters related the Project.
2. That the Municipality agrees that it will fund its portion of the program cost in the amount of \$3,600, and that those funds will be made available to the Board upon receipt of invoice.
3. That one (1) certified copy of this Resolution will be prepared and sent to the Board upon adoption.
4. That this Resolution take effect immediately.

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.

REQUEST FOR UTILITY BILL ADJUSTMENT:

Trustee Curtin stated the Village Clerk received a letter from the owner of 10 Highland Drive stating that they had recently purchased the house and were unaware of an outstanding bill that was partially the previous owner's responsibility and asked the Board for an adjustment to forgive late penalties associated with the account applied for non-payment prior to taking ownership. Trustee Curtin made a motion to authorize the Village Clerk to adjust the utility account to remove the penalties, in the amount of \$24.08, applied due to non-payment of the third quarter bill. The motion was seconded by Trustee Manahan. 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.

EARTH DAY 2026:

Trustee Manahan announced that the Village of Marcellus will participate in the Earth Day observance once again. This observance is scheduled to take place on April 23, 2026, in conjunction with third graders from the KCH Elementary School in the Marcellus Central School District. The students will gather at the Village Hall after collecting rubbish in areas of the Village north of Main Street, and the Board of Trustees would like to thank the students and MCS staff members, as well as our own staff, for their support. The event is subject to cancellation because of the weather, and tentatively, the rain date will be April 24, 2026. Any other groups or organizations that would like to participate in Earth Day clean-up may reach out to the Village Clerk for more information.

BUDGET MODIFICATIONS:

Trustee Curtin made a motion to approve the following budget modifications for January 2026 requested by the Village Treasurer transferring revenues and appropriations in the General and Sewer Funds.

General:

1. Budget modification requested for Snow removal personal services to cover the January payroll that exceeded the budget \$1826.70 as well as an est. for additional payroll for this winter.

Budget Journal:

Debit: A5110.1 \$2500.00 (STREET MAINT-PERSONAL SERVICES)

Credit: A5142.1 \$2500.00 (SNOW REMOVAL PERSONAL SERVICES)

2. Permits- Increase in revenue over budgeted amount.

Budget Journal:

Debit: A2590 \$242.00(PERMITS)

Credit: A5142.1 \$242.00 (SNOW REMOVAL PERSONAL SERVICES)

3. Rental Registration Fees- Increase in revenue over budget

Budget Journal:

Debit: A2595 \$750.00 (RENTAL REG.)

Credit: A5182.4 \$373.62 (STREET LIGHTING CONT.)

Credit: A5142.1 \$376.38 (SNOW REMOVAL PERSONAL SERVICES)

Sewer:

1. Trans & Distribution-Town Personal Services. G8120.11. This fund is for the personal services for the Platt rd. Pump station per the new town sewer contract. Expenses to be billed and reimbursed monthly by the town.

Budget Journal:

Debit: G8130.11 \$500 (Sewage treat & Disposal Personal services)

Credit: G8120.11 \$500 (Trans & Distribution-Town Personal Services)

The motion was seconded by Trustee Manahan. 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 Manahan announced that a list of meetings scheduled for March 2026 was posted on the Village website for those so interested –budget workshop meeting will be held on March 12, 2026 at Noon at the Village Hall. The Annual Meeting will take place on Wednesday, April 8, 2026, at Village Hall, at 7 p.m. Trustee Manahan made a motion to schedule a public hearing regarding the tentative budget for fiscal year 2026-2027 to be held on Wednesday, April 8, 2026 at Village Hall, immediately following the Annual Meeting. 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.

UPDATES FROM THE MAYOR:

No Parking – November 1st to April 1st – the public should know as of November 1, there is no parking allowed on any street in the Village of Marcellus from 2 a.m. to 7 a.m. This parking restriction will remain in effect until April 1. If ticketed by Village Police, the fee will be \$35.00. We urge residents to use the Village parking lots for any overnight parking situations.

Snow Plowing – a reminder to independent snowplow operators that it is illegal to plow or shovel snow or ice during snow removal operations upon a village sidewalk or other public way. Snow CAN NOT be plowed into the street, nor can the snow be plowed out of a driveway, across the street and into the village right-of-way. The Village is not responsible for snow that accumulates on a resident’s property and no snow should be plowed onto a village street or sidewalk, and any that has been, accidentally, must be removed before finishing the job.

Sidewalks – Another reminder to Village residents and business owners that the Village DPW plows the sidewalks during snow events but it is the responsibility of the property owner to salt and shovel entrances and walkways in front of their building.

Olde Home Days, 2026 (June 5, 6, 7) – the OHD Committee has begun planning for the annual event and more information will be available in the coming weeks. Keep an eye on the Olde Home Days Facebook page for the most up to date information.

DPW:

- DPW is preparing for the Onondaga County Planning & Zoning 2026 Symposium, collaborating with the Town and the School District on the Green Gateway project.
- There is currently a regional supply shortage of road salt. The DPW has been implementing salt conservation measures while continuing to maintain safe road conditions.
- The Village has received over 126 inches of snow so far this season, making for a long and demanding winter. We encourage all residents to use caution when traveling during these winter events. Please allow extra time for travel, maintain safe driving distances, and adjust speeds according to road conditions.
- DPW crew is looking ahead to Spring and will begin addressing plow damage to streets and sidewalks as soon as the weather conditions allow.
- The WPCP submitted the Annual Compost Report to the DEC on February 13, 2026.

After concluding with the 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. Hearing none, Mayor Clark made a motion to close the meeting. The motion was seconded by Trustee Curtin. Mayor Clark called for a vote. All board members voted aye and the motion carried.

The Regular Board Meeting was adjourned at 7:17 p.m.

Respectfully Submitted by,

Charnley A. Abbott, Village Clerk