

**REGULAR MEETING OF THE VILLAGE BOARD
OF THE VILLAGE OF MARCELLUS HELD ON
APRIL 28, 2025 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, Clerk

ABSENT: None

Pledge of Allegiance

Mayor Clark called the meeting to order at 7:00pm.

CONSENT

AGENDA: The Village Clerk submitted the minutes of the Public Hearing and Regular Board Meeting for March 2025, the 2025 Annual Meeting, and FY 2025-2026 Tentative Budget Hearing. The bills on Abstract Sheet #011 for General Fund in the amount of \$31,860.27, Water Fund in the amount of \$0.00, Sewer Fund in the amount of \$153,218.39, Capital Funds in the amount of \$433.54 and Trust & Agency in the amount of \$198.29 were audited. The bills totaled \$363,660.17. The Board received the Police Report for the month of March 2025 from Chief Bernie Podsiedlik and the Code Official Report for the month of March 2025 from Code Official Paul Stacey. The Board received the minutes of the Town Board meetings for March 2025, and acknowledged receipt of the financial statements for March 2025. Trustee Manahan 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.

ADOPT FY 2025-2026 BUDGET AND SET

TAX RATE: Trustee Curtin mentioned that there were no changes made to the tentative budget that was approved at the Annual Meeting on April 7, 2025 and made a motion to approve the 2025-2026 Village budget and set the Tax Rate at \$6.00/\$1,000 assessed valuation. 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.

COMPREHENSIVE PLAN SEQR

FULL EAF: Trustee Manahan stated that the Village Board has been working closely with the MRB group to revise and update the Comprehensive Plan and a draft has been prepared and posted on the Village website for review. A full environmental review of the Comprehensive Plan is required prior to adoption of the final draft. Trustee Manahan made a motion to approve and authorize the Mayor to sign the Full EAF Part 1, prepared by MRB, reviewed by the Village Board, posted on the Village website and available for inspection at the Village Office. 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- COMPREHENSIVE PLAN EAF INTENT TO BE LEAD

AGENCY: Trustee Curtin made a motion to approve the following resolution:

WHEREAS, the Village of Marcellus Village Board (hereinafter referred to as “Village Board”) has reviewed the New York State Environmental Quality Review Act (“SEQRA”) Full Environmental Assessment Form (“EAF”) Part 1, prepared by the MRB Group on the above-referenced Village of Marcellus Comprehensive Plan (hereinafter referred to as “Action”); and

WHEREAS, the Village Board determines that said Action is classified as a Type 1 Action under the State Environmental Quality Review (“SEQR”) Regulations; and

WHEREAS, the Village Board determines that said Action is also subject to review and approval by other involved agencies under the SEQR Regulations; and

WHEREAS, the Village Board determines that it is the most appropriate agency to ensure the coordination of this Action and will provide written notifications to

interested agencies for the purposes of conducting a coordinated review and making the determination of significance thereon under the SEQR Regulations.

NOW, THEREFORE BE IT RESOLVED that the Village Board does hereby declare its intent to be designated as the lead agency for the Action and directs the Village Mayor to sign and date the Full EAF Part 1.

BE IT FURTHER RESOLVED, MRB Group is directed to provide notice hereof to the involved and interested agencies, seeking their agreement (or objection thereto) in writing on or before noon on Wednesday, May 28th, 2025.

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- COMPREHENSIVE PLAN PUBLIC

HEARING: Trustee Manahan made a motion to approve the following resolution:

WHEREAS, the Village of Marcellus Village Board (hereinafter referred to as Village Board), has received a draft of the Village of Marcellus Comprehensive Plan; and

NOW, THEREFORE, BE IT RESOLVED that the Village Board does hereby schedule a Public Hearing and moves to continue the review of the Comprehensive Plan Draft prior to the May 19th, 2025 Board Meeting at 7:00 PM at the Village Hall located at 6 Slocombe Avenue, Marcellus, NY 13108.

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.

UTILITY

BILLS: Trustee Curtin stated that the utility bill that residents received this month was the last bill for our fiscal year. Residents should note that if not paid by April 30, 2025, the bill will be re-levied to the 2025-2026 Property Tax bill. If bills for tenants who pay their own utilities are not paid by April 30, 2025, these too will be re-levied onto the property owner's taxes. If you have any questions regarding this matter, please call the Village Office at 315-673-3112.

ABS COPIER LEASE

AGREEMENT: Trustee Manahan made a motion to approve the Advanced Business Systems Copier Lease Agreement, the terms of the agreement have been evaluated by the Village Attorney, Village Clerk and Treasurer, and a copy of which is on file in the Village Office. 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.

IMA-PARK

SECURITY: Trustee Curtin made a motion to continue the Inter-municipal Agreement with the Town of Marcellus whereby the Marcellus Police Department would provide security services at Marcellus Park during certain events. This agreement will continue on an annual basis without the necessity of renewal unless terminated by either party. A copy of this agreement, first initiated in 2021, is on file in the Village Office for public inspection. 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.

BUDGET

MODS: Trustee Manahan made a motion to table budget modifications requested by the Village Treasurer transferring revenues and appropriations in the General and Sewer Funds. 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.

PROCLAMATION- PROFESSIONAL MUNICIPAL CLERK'S

WEEK: Mayor Clark made a motion to approve the following:

**56th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK
May 4 - May 10, 2025**

WHEREAS, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

WHEREAS, The Office of the Professional Municipal Clerk is the oldest among public servants, and

WHEREAS, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies, and agencies of government at other levels, and

WHEREAS, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

WHEREAS The Professional Municipal Clerk serves as the information center on functions of local government and community.

WHEREAS, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county, and international professional organizations.

WHEREAS It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

NOW, THEREFORE I, Chad A. Clark, Mayor of the Village of Marcellus, do recognize the week of May 4 through May 10, 2025, as Professional Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Charnley A. Abbott and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

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.

CHANGE MAY

MEETING: Trustee Curtin stated that the Memorial Day holiday falls on the fourth Monday of May and made a motion to reschedule the May regular Board meeting to Monday May 19, 2025 at 7:00pm at Village Hall. 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 meeting dates for the month of May has been published. Also included is a notice that the Village Office will be closed on Memorial Day, Monday, May 26, 2025, and there will be a Parade at 10 a.m. and a ceremony at the Point at the conclusion of the parade. The regular monthly meeting of the Board of Trustees will be held on May 19, 2025 at 7:00pm. The Olde Home Days Celebrations are planned for June 6th, 7th, and 8th in the Village and in Marcellus Park. Finally, so that it can be given proper advertisement, the Village Board has decided that the annual Village-wide Garage Sale will be scheduled this year for July 12th.

UPDATES BY THE

MAYOR: Mayor Clark provided updates on the following subjects:

- a. Utility Bills – If you have any questions regarding this matter, please call the Village Office at 315-673-3112.
- b. Code Officer and Fire Inspection – fire inspections and rental inspections continue, along with vacant house registrations, code violations being issued for litter and rubbish piles, as well as changes of occupancy.
- c. Pedestrian Signs and Benches – have been re-installed on Main Street and elsewhere by the Highway Department. The flags will also be displayed in time for the Memorial Day celebration.
- d. Brush pickup has started. Village residents can place brush in the right of way on Sundays for brush pickup on Monday.

- e. Compost is available at the Wastewater Treatment Plant for Village residents free of charge. Please call 315-673-4491 to make an appointment for pickup.
- f. Memorial Day – Olde Home Days – American Legion Post 297 is planning to resume a public Memorial Day Parade and Commemoration in the Village on Monday, May 26, 2025, with the Parade beginning at 10:00 a.m. and a ceremony at The Point.
- g. Earth Day Cleanup – the Village was thankful for an Earth Day clean-up of the Village in April, an annual event that involved students from Heffernan Elementary School, and we thank KCH students and their teachers for helping to clean up the Village on April 24, 2025.
- h. The Village and Town Highway Departments have been working with Marcellus High School Students this Spring on the pavilion and ADA compliant fishing access.
- i. W2O performed Spring preventative maintenance at the WWTP.
- j. The Village secured a Quick Start Grant to celebrate Arbor Day. Excellent turn out for our First Arbor Day celebration which was held April 25th 2025 at 1030am. This gets us one step closer to becoming a Tree City USA.
- k. The Climate Smart Community Task Force had their first meeting this month. They will be getting together a list of action items that the Village can take to become a Climate Smart Community which will help qualify the Village for more grant opportunities.
- l. A press conference was held on April 22, 2025 at the Green Gateway. County Executive McMahan, County Legislator Julie Abbott and other local officials were in attendance. County Executive McMahan announced that the Village of Marcellus will be awarded a grant in the amount of \$255,000.00 to be used for the ADA accessible fishing ramp and pavilion that MCSD students have been working on. The Village is most grateful for this support from the County and we hope that construction will begin in the coming months.

ITEMS FROM THE

FLOOR:

Mayor Clark asked if there were any items from the floor. Hearing none, Mayor Clark made a motion to adjourn the meeting, seconded by Trustee Curtin. Mayor Clark called for a vote. All board members voted aye and the meeting was adjourned at 7:14 p.m.

Charnley A. Abbott, Village Clerk