

**REGULAR MEETING OF THE VILLAGE BOARD  
OF THE VILLAGE OF MARCELLUS HELD ON  
JANUARY 27, 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, Village Clerk

**ABSENT:** None

Pledge of Allegiance

Mayor Clark opened the regular board meeting at 7:01pm following a public hearing held regarding Local Law #1 of 2025.

**LOCAL LAW #1**

**OF 2025:** Trustee Curtin made a motion to adopt Local Law #1 of 2025, amending Chapter 250 of the Village Code to add “Village Center Design Requirements”. 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 the public hearings and regular board meeting for the month of December 2024. The bills on Abstract Sheets #008 for General Fund in the amount of \$28,552.83, Sewer Fund in the amount of \$12,890.47, Capital Funds in the amount of \$0.00 and Trust & Agency in the amount of \$14,280.75 were audited. The bills totaled \$55,724.05. The Board received the Police Report for the months of November and December 2024 from Chief Bernie Podsiedlik, and the Code Enforcement Report for the month of December 2024 from Code Official Paul Stacey. The Board acknowledged receipt of the minutes of the Town Board meetings for December 2024. The financial statements for August, September, October, November and December 2024 were tabled. 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.

**REVIEW OF EMPLOYEE**

**HANDBOOK:** Trustee Curtin made a motion to table a review by the Village Board of the Village of Marcellus Employee Handbook, a copy of which is on file in the Village Office for public inspection. The Handbook went into effect on February 1, 2013, and it has been decided that the Board would conduct such a review each year upon its anniversary. 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.

**POLICE RESIGNATION:**

Mayor Clark stated that the Board had received a letter of resignation from Brenda Giacchi, from the position of Police Clerk (part time), effective December 31, 2024. Ms. Giacchi had been clerk of the Marcellus Police Department since 2005, and on behalf of the Village Board Mayor Clark extended their sincere gratitude for her decades of service to the community and wished her well in her retirement. At the request of Chief Podsiedlik, Ms. Giacchi will continue to be an employee of the Marcellus Police Department on an as needed basis while her replacement is trained. Mayor Clark made a motion to accept the resignation of Brenda Giacchi and to approve her employment as a consultant to the Police Department on an as needed basis at an hourly rate of \$19.52 as of 12/31/24. 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.

**POLICE APPOINTMENTS:**

Mayor Clark made a motion to appoint Dante Giacchi to the position of Police Clerk (part time) effective January 1, 2025 at an hourly rate of \$19.52. 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. Mayor Clark welcomed Dante to the Village and look forward to working with him.

Mayor Clark made a motion to appoint Kasey Fellows, recently retired from the Syracuse Police Department, as a part-time Police Officer/Patrolman with the Marcellus Police Department, at a rate of \$23.07 per hour, effective January 22, 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. The Board welcomed Officer Fellows and wished him great success in his future with the Department.

**UPDATE SCHEDULE G-**

**SEWER RATES:** Trustee Curtin made a motion to approve the updated Document G- Sewer Rates of the Village of Marcellus Code Book, from a base charge of \$100.00 for 5,000 gals/unit to \$105.00 for 5,000 gals/unit, and a 2% increase to the charges for usage that exceeds the base charge. This rate increase was approved in December 2024 and became effective January 1, 2025. Since the Village bills in arrears, this new increase will not become evident until the April 1, 2025 billing. The updated Document G can be found on the Village website. 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- CLIMATE SMART COMMUNITIES**

**TASK FORCE:** Trustee Manahan made a motion to approve the following election resolution:

**WHEREAS,** the Village of Marcellus adopted the New York State Climate Smart Communities Pledge by Resolution on August 26, 2024; and

**WHEREAS,** the Village wishes to obtain Certification under the Climate Smart Communities (CSC) Program by taking proactive steps towards reducing greenhouse gas emissions and adapting to climate change; and

**WHEREAS,** a Climate Smart Community Task Force serves as a central body of leadership that promotes and supports climate change mitigation and adaptation strategies within the community and will act as an advisory group to the municipality on any community issues related to climate change; and

**WHEREAS,** the CSC Task Force will meet at least twice a year and maintain meeting minutes and attendance records for each meeting; and

**WHEREAS,** the CSC Task Force will consist of community members, municipal representatives, and other relevant stakeholders; and

**WHEREAS,** a CSC Coordinator is responsible for convening and managing the task force as Chair, serving as a liaison between the CSC task force and the chief executive officer and other officials, and interfacing with the New York State Department of Environmental Conservation on the CSC program as needed.

**THEREFORE, IT IS HEREBY RESOLVED** that a Climate Smart Community Task Force be initiated with the initial membership list below; and

**BE IT FURTHER RESOLVED** that the Village of Marcellus appoints Margaret Curtin, Village resident, as the Climate Smart Community Coordinator.

Initial Membership List for CSC Task Force:

- James Curtin, Village Trustee/Village Resident
- Margaret Curtin, Village Resident/CSC Coordinator
- Mallory Zabinski, Village DPW Employee/Village Resident
- Nancy Calley, Village Business Owner
- Chris Neverette, Village ZBA/Village Resident
- Tyler Cooper, Independent Studies Facilitator/ Teacher MCSD
- Jesse Faulkner, Village Planning Board/Village Resident

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.

**STEWARTS SHOPS ESCROW**

**AGREEMENT:** Trustee Curtin made a motion to authorize the Mayor to sign an Escrow Agreement between the Village and Stewarts Shops. The agreement requires Stewarts Shops to provide the Village with a sum of \$20,000 to be deposited in an escrow account and held until the matters specified in the agreement are completed to the Village's satisfaction. 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.

**CNY STORMWATER**

**RESOLUTIONS:** Trustee Manahan made a motion to table the 2025 CNY Stormwater Resolutions until the February board meeting. They have not been received by the Village yet. 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.

**BUDGET**

**MODIFICATIONS:** Trustee Manahan made a motion to table budget modifications for December 2024 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 on the budget modifications. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

## **SCHEDULE PUBLIC**

**HEARING:** Mayor Clark made a motion to introduce Local Law #2 of 2025- Override Property Tax Cap and to schedule a public hearing on the matter to be held at 7:00 pm, immediately followed by the regular Village Board meeting on February 24, 2025. 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.

## **ANNOUNCE VILLAGE**

**MEETINGS:** Trustee Curtin made note of the list of meetings scheduled for February 2025, which is provided for those so interested The Comprehensive Plan Public Workshop #2 will be held from 6-8pm at the Marcellus Free Library on January 29, 2025. Village Offices will be closed on Monday, February 17<sup>th</sup> for the Presidents' Day Holiday – there is **NO** trash delay because of this holiday.

## **UPDATES FROM THE MAYOR:**

- Police Update – the Prescription/Drug Drop-Off Box as well as the drop-off box for needle and syringe disposal, both located in the lobby of the Village Hall, continue to be a welcome addition to the Village. Individuals continue to take advantage of using the drop-off boxes to dispose of prescription or other drugs, as well as needles and syringes anonymously.
- Olde Home Days, 2025 (June 6-8) – the Marcellus Rotary Club and the OHD Committee have begun planning the 2025 OHD event to be held the weekend of June 6-8. Information will be made available in the coming weeks regarding tentative events, committee chair contacts, vendor and non-profit participation, sponsorship, and other areas. The Marcellus Olde Home Days Facebook page will be updated as planning continues through the spring. At this time, questions and information requests can be directed to Charnley Abbott, OHD Chair at charnleyabbott@gmail.com.
- The Village and Town Highway Departments have been working with Marcellus Highschool Students this winter on multiple projects for their senior independent studies. These projects include project management for constructing pavilion and ADA compliant fishing platform, and redesigning and constructing the pavilion.
- Reminder to residents: No parking on Village streets from 2:00am to 7:00am until April 1st. Overnight parking is available in two municipal lots – one behind the Village Hall on Slocombe and another off West Main Street just west of the Catholic Church.
- Christmas Tree Pickup started January 2nd and will continue through the end of January. Christmas Trees may also be dropped off behind the Village Hall.
- The Village has signed a 30-day extension with the Town for their Sewer Agreements. Good till the end of January.
- DEC Division of Water is updating their survey for the first time in twenty years and requested that every Publicly Owned Treatment Works (POTWs) fill out the Descriptive Data Form and 2023 Biosolids Survey by January 15th, 2025. Both were completed and submitted.
- The County DOT will be taking samples of their effluent in the winter months for chloride and cyanide weather dependent.
- The Annual Flow Report has been submitted to the DEC.
- Ellen Spencer and her chemistry class came down to the WPCP for a tour. We discussed with the students the similarities and differences between a water treatment plant and a wastewater treatment plant.

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. Hearing none, Mayor Clark made the motion to adjourn the meeting, seconded by Trustee Manahan. Mayor Clark called for a vote. All board members voted aye.

The Regular Board Meeting was adjourned at 7:16 p.m