

**REGULAR MEETING OF THE VILLAGE BOARD
OF THE VILLAGE OF MARCELLUS HELD ON
JANUARY 26, 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 regular board meeting at 7:02pm following a public hearing held regarding Local Law #1 of 2026.

LOCAL LAW #1 OF 2026:

Trustee Curtin made a motion to adopt Local Law #1 of 2026, amending Chapters 106 and 198 of the Village Code to establish re-levy fees and procedures. 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 Board meetings for the month of December 2025. The bills on Abstract Sheet #008 for General Fund in the amount of \$36,006.00, Sewer Fund in the amount of \$15,207.00, Capital Funds in the amount of \$7,798.00 and Trust & Agency in the amount of \$1,661.95 were audited. The bills totaled \$60,672.95. The Board received the Police Report for December 2025 from Chief Richard Curran, and the Code Enforcement Report for the month of December 2025 from Code Official Paul Stacey. The Board acknowledged receipt of the minutes of the Town Board meetings for December 2025 and the financial statements December 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.

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.

POLICE APPOINTMENT:

Mayor Clark made a motion to appoint Nancy Armbruster to the position of Police Officer (part time) effective January 26, 2026 at an hourly rate of \$23.76. Officer Armbruster currently serves with the Marcellus Police Department as a School Resource Officer at the Onondaga Central School District and will be working patrol in the Village in addition to her duties as SRO. 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.

ELECTION NOTICES:

Trustee Manahan reminded residents that the Village General Election shall be held on Wednesday, March 18, 2026, at the Village Hall, between the hours of 12 o'clock noon through 9 o'clock p.m., local time. The offices to be filled on that day are those of Mayor (4 years) and Trustee (4 years). Tuesday, February 3, 2026, is the first day to file an independent nominating position and Tuesday, February 10, 2026, is the last day to file an independent nominating petition for an office to be filled at the general election. To receive an absentee or early ballot by mail, application must be received by the Village Clerk at the Village Hall, no later than 5:00 p.m. on Tuesday, March 10, 2026. To receive an absentee or early mail ballot in person, application must be received by the Village Clerk by the applicant or the applicant's agent no later than by 5:00 p.m. on Tuesday, March 17, 2026. The Village Clerk must deliver the absentee ballots to the Election Inspectors by 9p.m. on election day, and any ballots received after that time will not be canvassed. In addition, it should be noted that there is no registration day for the Village of Marcellus since the Village abolished registration day by resolution on January 25, 1993.

RESOLUTION- APPOINT ELECTION INSPECTORS:

Trustee Curtin made a motion to approve the following resolution:

WHEREAS Paragraph 1 of § 15-116 of the Election Law provides that the Board of Trustees shall appoint two or four Inspectors of Election for each Village election, whose duty it is to prepare such register of qualified voters for the election district.

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of the Village of Marcellus, as follows:

(1) That pursuant to § 15-116 of the Election Law, there shall be two Inspectors of Election for the 2026 Village election in the Village of Marcellus and that the following persons are hereby appointed as Inspectors of Election –Heidi Randall and Joanne Perry

(2) That pursuant to §15-116 of the Election Law, Heidi Randall is hereby designated as chairperson of the Inspectors of Election for the Village of Marcellus.

- (3) That the compensation for each of the Inspectors of Election and for the Chairperson thereof shall be as follows: Inspectors of Election \$15.00 per hour, not to exceed \$150.00 per day.
- (5) This resolution shall take effect immediately.

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.

ABOLISH OBSOLETE CIVIL SERVICE POSITIONS:

Trustee Manahan made a motion to abolish the following positions at the Village of Marcellus, those of which are no longer applicable and therefore are not necessary to be included on the Village’s Civil Service roster:

64-00-012-1	Water and Wastewater Treatment Plant Operator
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64-00-030-1	Wastewater Treatment Plant Operator
64-00-029-1	Wastewater Treatment Plant Operator
64-00-004-1	Meter Reader 1
64-00-007-1	Labor Crew Leader

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.

CREATE WASTEWATER TREATMENT PLANT OPERATOR (TYPE B) POSITIONS:

Trustee Curtin made a motion to create 2 (two) Wastewater Treatment Plant Operator (Type B Plant) positions on the Village’s Civil Service Roster, allowing the Village to hire additional operators. 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 WPCP JOB OPENING:

Trustee Manahan announced that the Department of Public Works determined that it is in the best interest of the Village to hire an additional Wastewater Treatment Plant Operator. The work involves responsibility for the operation of the Grade 2A wastewater treatment plant serving the Village and responsibility for the efficient operation and maintenance of the wastewater treatment plant, including associated facilities for composting, and general DPW duties as assigned. Trustee Manahan made a motion to approve the hiring of an additional operator and authorized the Village Clerk to post the related information to begin the canvas. 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.

W2O ANNUAL MAINTENANCE CONTRACT:

Trustee Curtin made a motion to approve the annual maintenance contract with W2O for spring and fall preventative maintenance on the WPCP, and on the Orange St, Platt Rd, and Marcellus Park pump stations. 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.

REQUEST FOR UTILITY BILL ADJUSTMENT:

Trustee Manahan stated that the Board received a request from the owner of 22 Baker Road to adjust charges on the 4th quarter Sewer and Refuse bill that was sent in early January. The property owner received a Certificate of Occupancy from the Village on December 19, 2025, but did not occupy the household until after January 1. Because the home was not occupied there was no refuse pick up during this quarter, and there was no water or wastewater metered. Trustee Manahan made a motion to authorize the Village Clerk to adjust the 4th quarter utility bill for 22 Baker Road to remove the refuse charge only since pickup did not begin by the hauler until January. In regard to the sewer charges associated with the 4th quarter, the property owner was not overcharged per Village ordinance and therefore should not be adjusted. 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.

BUDGET MODIFICATIONS:

Trustee Curtin made a motion to approve the following budget modifications for December 2025 requested by the Village Treasurer transferring revenues and appropriations in the General Fund.

General:

1. Budget modification requested for The Village Clock to cover the cost of a Maintenance agreement invoice for 1/1/2026-12/31/2026 and the 2 estimated outstanding NYSMEC invoices.

Budget Journal
Debit: A1660.4 \$383.22 (CENTRAL STOREROOM)
Credit: A1680.4 \$383.22 (VILLAGE CLOCK)

2. Permits- Increase in revenue over budgeted amount, add to central storeroom contractual.

Budget Journal:

Debit: A2590 \$360.00(PERMITS)

Credit: A1660.4 \$360.00 (CENTRAL STOREROOM)

3. Budget modification requested to cover the invoice from MRB for \$1650.00 For Engineering fees associated with the 8 Paul St. Tefft Meadows project. The \$1650 will be reimbursed prior to any further movement on the project. As well as \$1820.39 for an MRB invoice for the DRI interview preparation. Total \$3470.39

Budget Journal

Debit: A599 \$ 3470.39(APPROPRIATED FUND BALANCE)

Credit: A8020.4 \$3470.39 (PLANNING)

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.

SCHEDULE PUBLIC HEARING:

Trustee Manahan made a motion to introduce Local Law 2 of 2026- 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 23, 2026. 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 stated that the Village Clerk has posted future meeting dates on the Village website for the remainder of January and February 2026– and noted also that the Village Offices will be closed on Monday, February 16th for Presidents Day– there is **NO** trash delay because of this holiday.

UPDATES FROM THE MAYOR:

- Sweetheart Stroll February 7- Participating businesses and pop-up vendors in the Village will offer noteworthy discounts and giveaways throughout the day. For information and event details, please contact Mesa 22.
- 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, 2026 (June 5-7) – the Marcellus Rotary Club and the OHD Committee have begun planning the 2026 OHD event to be held the weekend of June 5-7. 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.
- 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.
- Residents are respectfully requested to voluntarily refrain from parking on Village streets during snowfall events to allow for safe and efficient plowing. Residents are also reminded not to park across sidewalks and, when possible, to leave a two-foot buffer from sidewalks to help the sidewalk bobcat plow maneuver and clear snow effectively. Residents' cooperation is sincerely appreciated and helps maintain safe, well-cleared streets and sidewalks for all.
- 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 Annual Flow Report has been submitted to the DEC. The WPCP had an average flow capacity of 62% for 2025. Zero SPDES violations for 2025 as well.
- WPCP Generator was semi-annually serviced.

ITEMS FROM THE FLOOR:

Mayor Clark asked if there were any items from the floor. Residents in attendance asked questions regarding the upcoming Village Election.

Mayor Clark asked if there were any other 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 7:29 p.m.

Charnley A. Abbott, Village Clerk