

**REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF MARCELLUS HELD ON  
JUNE 23, 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

Mayor Clark began the meeting with the Pledge of Allegiance.

Mayor Clark made a motion to open the regular meeting, seconded by Trustee Curtin, and the meeting was opened at 7:00pm.

**CONSENT  
AGENDA:**

The Village Clerk submitted the minutes of the public hearing and regular board meeting for the month of May 2025. The bills on Abstract Sheet #013 for General Fund in the amount of \$37,114.28, Sewer Fund in the amount of \$12,988.89, and Trust and Agency in the amount of \$162.98 were audited. The bills on Abstract #013 totaled \$50,266.15. The bills on Abstract Sheet #001 for General Fund in the amount of \$11,831.46, and Sewer Fund in the amount of \$17,359.38, and Trust and Agency in the amount of \$1,822.02 were audited. The bills on Abstract #001 totaled \$31,012.86. The Board received the Police Report for the month of May 2025 from Police Chief Bernard Podsiedlik. The Board also received the Code Official's Report for the month of May 2025 from Code Official Paul Stacey. The Board acknowledged receipt of the minutes of the Town Board meetings for May 2025. The financial statements for May 2025 were approved. The financial statements for Fiscal Year End 2025 were tabled until the July 2025 regular board meeting. 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.

**RESOLUTION- COMPREHENSIVE PLAN SEQR DECLARATION OF**

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

**WHEREAS**, the Village of Marcellus Board (hereinafter referred to as "Village Board") on April 28<sup>th</sup>, 2025, declared its intent to be designated the Lead Agency for the Village of Marcellus Comprehensive Plan under the provisions of the State Environmental Quality Review (SEQR) Regulations; and

**WHEREAS**, the Village Board has provided written notices to this effect to the involved and interested agencies; and

**WHEREAS**, the Village Board has not received any written objections from the involved or interested agencies to the Board's being designated as the lead agency under the SEQR Regulations; and

**WHEREAS**, the Village Board has previously determined that it is the most appropriate agency to ensure the coordination of this Action and for making the determination of significance thereon under the SEQR Regulations.

**NOW, THEREFORE BE IT RESOLVED** that the Village Board does hereby designate itself as the Lead Agency for the Action identified above herein;

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 SEQR DETERMINATION OF NON-**

**SIGNIFICANCE:** Trustee Manahan made a motion to approve the following resolution:

**WHEREAS**, the Village of Marcellus Village Board (hereinafter referred to as "Village Board") has determined the above-referenced Action to be a Type 1 Action pursuant to Part 617 of the State Environmental Quality Review (SEQR) Regulations; and

**WHEREAS**, the Village Board has reviewed and accepted the completed Full Environmental Assessment Form Parts 1, 2, and 3 including the supporting information on the Action prepared by the MRB Group; and

**WHEREAS**, the Village Board has completed the coordinated review and public comment period provided for under the SEQR Regulations; and

**WHEREAS**, the Village Board has designated itself as Lead Agency under the SEQR Regulations for making the Determination of Significance upon said action on a separate resolution at the June 23<sup>rd</sup>, 2025 meeting; and

**WHEREAS**, the Village Board has given consideration to the criteria for determining significance as set forth in Section 617.7(c) (1) of the SEQR Regulations and the information contained in Full Environmental Assessment Form Parts 1, 2, and 3.

**NOW, THEREFORE, BE IT RESOLVED** that the Village Board does hereby accept Parts 1, 2 and 3 of the FEAF, for the above referenced Action.

**BE IT FURTHER RESOLVED** that the Village Board, having reviewed the public record upon the above referenced Action, does hereby conclude the following impacts are expected to result from the proposed Action, when compared against the criteria in Section 617.7 (c):

- (i) there will not be a substantial adverse change in existing air quality, ground or surface water quality or quantity; traffic noise levels; a substantial increase in solid waste production; a substantial increase in potential for erosion, flooding, leaching or drainage problems; and
- (ii) there will not be large quantities of vegetation or fauna removed from the site or destroyed as the result of the proposed Action; there will not be substantial interference with the movement of any resident or migratory fish or wildlife species as the result of the proposed Action; there will not be a significant impact upon habitat areas on the site; there are no known threatened or endangered species of animal or plant, or the habitat of such species; or, are there any other significant adverse impacts to natural resources on the site; and
- (iii) there are no known Critical Environmental Area(s) on the site which will be impaired as the result of the proposed Action; and
- (iv) the overall density of the site is consistent with the Village's Comprehensive Plan land use recommendations; and
- (v) there will not be impacts to known important historical, archeological, architectural, or aesthetic resources on the site, nor will the proposed Action impair the existing community or neighborhood character; and
- (vi) there will not be a major change in the use of either the quantity or type of energy resulting from the proposed Action; and
- (vii) there will not be any hazard created to human health resulting from the proposed Action; and
- (viii) there will not be a change in the use of current active agricultural land resulting from the proposed Action; and
- (ix) there will not be a large number of persons attracted to the site for more than a few days when compared to the number of persons who would come to such a place absent the Action; and
- (x) there will not be created a material demand for other Actions that would result in one of the above consequences; and
- (xi) there will not be changes in two or more of the elements of the environment that when considered together result in a substantial adverse impact; and
- (xii) there are not two or more related Actions which would have a significant impact on the environment.

**BE IT FURTHER RESOLVED**, that, based upon the information and analysis above and the supporting documentation referenced above, the proposed Action WILL NOT result in any significant adverse environmental impacts based on the review of the Full Environmental Assessment Form; and

**BE IT FURTHER RESOLVED** that the Village Board does hereby make a Determination of Non-Significance on said Action, and the Village Mayor is hereby directed to sign the Full Environmental Assessment Form (EAF) Part 3, the Negative Declaration, as evidence of the Village Board determination of environmental non-significance; and

**BE IT FINALLY RESOLVED** that the Clerk of the Board is to file certified copies of the environmental record, Parts 1, 2 and 3 of the Full Environmental Assessment Forms, and this Determination of Non-Significance Resolution, with the New York State Department of Environmental Conservation requesting publishing of this determination in the State's Environmental Notice Bulletin; and to provide certified copies of these documents to the involved agencies, the Village Mayor; and to place of copy of this determination of non-significance in the file upon the above referenced Action.

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**

**ADOPTION:** Trustee Curtin made a motion to approve the following resolution:

**WHEREAS**, the Village Board is responsible for the preparation and adoption of the Comprehensive Plan, pursuant to Section 7-722 of the New York State Village Law; and

**WHEREAS**, the Village has not updated its Comprehensive Plan in over eighteen years; and

**WHEREAS**, the Village desired to have an updated vision and plan for the community to refer to when addressing potential land uses and community development efforts in the Village; and

**WHEREAS**, the Village desired to be proactive in dealing with regional and inter-municipal issues, protecting its resources, and planning for community and/or service needs; and

**WHEREAS**, in recognition of the fact that the participation of citizens in an open, responsible, and flexible planning process would be essential to the designing of the optimum Comprehensive Plan, in May 2024, the Mayor introduced the Comprehensive Plan Steering Committee (hereinafter referred to “Steering Committee”), who would oversee the development of the Comprehensive Plan; and

**WHEREAS**, between May 2024 and March 2025, the Steering Committee listened to experts and citizens, collected studies, and reviewed data. Members inventoried and analyzed existing conditions, surveyed and interviewed citizens, evaluated future trends, mapped and studied community resources, and ultimately made the recommendations included in this plan; and

**WHEREAS**, the Village Board referred the proposed Comprehensive Plan to the Onondaga County Planning Board for review and recommendation as required under NYS Village Law, § 7-722; and

**WHEREAS**, opportunities for public input and comment were provided to the citizens of Marcellus and included a community-wide survey, public workshops, interviews, Steering Committee meetings, and a Public Hearing on the draft Comprehensive Plan which was held on May 19<sup>th</sup>, 2025; and

**WHEREAS**, citizens participated throughout the planning process and public meetings, and community members contributed thoughtful comments and suggestions, providing continual support to prepare an initial draft and subsequent re-drafts of the Comprehensive Plan; and

**WHEREAS**, the Comprehensive Plan is a vision document that identifies the important positive attributes and components that define the Village and provides a blueprint for the future; and

**WHEREAS**, the Comprehensive Plan will provide guidance to decision-makers, residents, property owners, businesses, and organizations through its vision statements, goals, objectives, and strategies relevant to the subject matter of creating diverse housing and homeownership opportunities, improving economic development, expanding and supporting local businesses, supporting schools, and building community capacity; and

**WHEREAS**, the Comprehensive Plan was finalized by the Village of Marcellus Comprehensive Plan Steering Committee after widely distributing drafts of the Plan and revising the document in response to issues and comments raised by the agencies and the public; and

**WHEREAS**, the members of the Village Board have carefully and thoroughly reviewed the Comprehensive Plan as revised and are satisfied that it meets the needs of the Village and the requirements of applicable laws.

**NOW, THEREFORE, BE IT FINALLY RESOLVED** that the Village Board hereby adopts the Village of Marcellus Comprehensive Plan dated June 2025 (Final Version), as an important planning tool that identifies a wide range of issues, initiatives, studies, projects, and programs which can be undertaken by various entities in the short-term and long-term; and

**BE IT FURTHER RESOLVED** that the Village Board’s adoption of the Plan tonight is the beginning of an ongoing planning and implementation program for the community; and

**BE IT FURTHER RESOLVED** that the Village Board does hereby direct the publishing and distribution of copies of the Village of Marcellus Comprehensive Plan, as required; and

**BE IT FURTHER RESOLVED** that the Village Clerk shall certify copies of the Plan that are published, shall maintain the Official Copy in the Village Clerk’s Office, and shall provide a certified copy to the Onondaga County Department of Planning and Economic Development; and

**BE IT FINALLY RESOLVED** that a certified copy of the Plan is to be posted and is to remain posted on the Village's 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- NYSMEC PARTICIPATION**

**(ELECTRIC):** Trustee Manahan made a motion to approve the following resolution:

**WHEREAS**, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

**WHEREAS**, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

**WHEREAS**, the Village of Marcellus (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

**WHEREAS**, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

**NOW THEREFORE, BE IT RESOLVED**, that this Board hereby determines that it is in the interests of the Village of Marcellus to participate in the NYSMEC, and authorizes and directs Mayor Chad Clark sign the Agreement/and or the Billing Schedule and Agreement for electricity on its behalf; and

**BE IT FURTHER RESOLVED**, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of electricity delivered to the delivery point of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity electricity not to exceed \$.094 per kWh for traditional pass-through energy price or not to exceed \$.107 per kWh for a fixed price, which includes all current pass through charges that you get billed for separately from the ESCO's for a term of at least one year and no more than three years commencing May 1, 2026, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

**BE IT FURTHER RESOLVED** that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

**BE IT FURTHER RESOLVED** that this Participant authorizes receipt of bids and offers in electronic format pursuant to Section 103(1) of the General Municipal Law and other applicable law; and

**BE IT FURTHER RESOLVED** that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

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- NYSMEC PARTICIPATION**

**(GAS):** Trustee Curtin made a motion to approve the following resolution:

**WHEREAS**, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

**WHEREAS**, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

**WHEREAS**, the Village of Marcellus (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

**WHEREAS**, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May, 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

**NOW THEREFORE, BE IT RESOLVED**, that this Board hereby determines that it is in the interests of the Village of Marcellus to participate in the NYSMEC, and authorizes and directs Mayor Chad Clark to sign the Agreement/and or the Billing Schedule and Agreement for natural gas on its behalf; and

**BE IT FURTHER RESOLVED**, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of natural gas delivered to the city gate of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such traditional commodity of natural gas to the city gate not to exceed *\$.6450 per therm* or for all in price not to exceed *\$.7100 per therm* to the burner tip, which would include line losses that are currently billed separately for a term of at least one year and no more than three years commencing May 1, 2026, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

**BE IT FURTHER RESOLVED** that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

**BE IT FURTHER RESOLVED** that this Participant authorizes receipt of bids and offers in electronic format pursuant to Section 103(1) of the General Municipal Law and other applicable law; and

**BE IT FURTHER RESOLVED** that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

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- MUNICIPAL RECYCLING**

**PROGRAM:** Trustee Manahan made a motion to approve the following resolution:

**WHEREAS**, the Village of Marcellus 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**, one proactive step included in the CSC Program is the establishment of a recycling policy in the community's municipal facilities; and

**WHEREAS**, the Village of Marcellus has been recycling in its municipal facilities for nearly 30 years, however a formal policy was never established around these practices; and

**WHEREAS**, the Village of Marcellus wishes to obtain credit for the existing recycling program already in place by adopting a policy enabling it.

**THEREFORE, BE IT RESOLVED** that a recycling bin is to be placed with every trash receptacle in municipal facilities, including offices and workspaces.

**BE IT FURTHER RESOLVED** that the recycling bins located in municipal facilities continue to be utilized appropriately ensuring the Village of Marcellus continues to meet the expectations of the Climate Smart Communities Program.

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- ABANDON DRAINAGE EASEMENTS BALTIMORE RIDGE LOTS**

**3 & 4:** Trustee Curtin made a motion to approve the following resolution:

**WHEREAS**, following approval by the Village Planning Board for the Resubdivision of Lot Nos. 3 & 4 Into Lot No. 3A, on February 19, 2025, the Village of Marcellus (Grantor) has agreed to abandon and release certain specified drainage easements within the Baltimore Ridge Subdivision to L & L Realty Syracuse LLC (Grantee) in exchange for a new relocated drainage easement, each of which is shown and identified on the map entitled, "Resubdivision of Lot Nos. 3 & 4 Into Lot No. 3A of the Baltimore Ridge

Amended Map” which was recorded in the Onondaga County Clerk’s Office on March 29, 2025, as Map No. 13801 (the “Resubdivision Map”);

**NOW, THEREFORE**, in consideration of the foregoing recitals, each of which shall be incorporated into this Agreement, and of One and 00/100 (\$1.00) Dollar, lawful money of the United States, and other good and valuable consideration, and intending to be legally bound, the Grantor hereby abandons and releases, remits, assigns, transfers, and vests in the Grantee, and Grantee’s heirs, successors and assigns, all of the Grantor’s right, title and interest in and to the Drainage Easement, being more particularly bounded and described on Schedule A, attached hereto; and further

**BEING AND INTENDING TO CONVEY TO GRANTEE** all of Grantee’s right, title and interest in and to Drainage Easement IV as described in the Grant of Easement made and effective the 8<sup>th</sup> day of September 2023 by and between Baltimore Ridge LLC and the Village of Marcellus, New York and recorded in the Office of the Onondaga County Clerk on October 13, 2023, as Instrument Number 2023-00033752

**SCHEDULE A  
DRAINAGE EASEMENT IV**

**ALL THAT TRACT OR PARCEL OF LAND**, situate in the Village of Marcellus, Town of Marcellus, County of Onondaga and State of New York being part of Lot No. 24 in said Town, and being shown and identified as a fifteen (15) foot wide drainage easement running along the northern boundary of the Lot 4 and along the southern boundary of the Lot 3 of the Baltimore Ridge Amended Map of said Tract made by Ianuzi & Romans Land Surveying, P.C., dated June 18, 2021, and filed in the Onondaga County Clerk’s Office on September 24, 2021 as Map No. 13183. Further amended by Amended Map of said tract made by Ianuzi & Romans Land Surveying, P.C. dated June 18, 2021 last revised December 29, 2021 and filed in the Onondaga County Clerk’s Office on June 13, 2022 as Map No. 13325.

**ALSO DESCRIBED AS FOLLOWS:**

**ALL THAT TRACT OR PARCEL OF LAND**, situate in the Village of Marcellus, Town of Marcellus, County of Onondaga and State of New York being part of Lot No. 24 in said Town, and being shown and identified as a fifteen (15) foot wide drainage easement running along the northern boundary of the former Lot 4 and along the southern boundary of the former Lot 3, and running east to west and bisecting Lot No. 3A of the map entitled “Resubdivision of Lot Nos. 3 & 4 Into Lot No. 3A Baltimore Ridge Amended”, recorded in the Onondaga County Clerk’s Office on March 19, 2025 as Map No. 13801.

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- ACCEPT DRAINAGE EASEMENTS BALTIMORE RIDGE**

**LOT 3A:** Trustee Manahan made a motion to approve the following resolution:

**WHEREAS**, L &L Realty Syracuse LLC (Grantor) is the owner of certain real property located in the Village of Marcellus, Town of Marcellus, County of Onondaga, and State of New York (“Property”), commonly known as Lot 3A of the Baltimore Ridge Subdivision, as shown on the map entitled “Resubdivision of Lot Nos. 3 & 4 Into Lot No. 3A Baltimore Ridge Amended”, recorded in the Onondaga County Clerk’s Office on March 19, 2025 as Map No. 13801 (the “Resubdivision Map”);

**WHEREAS**, following approval by the Village Planning Board for the Resubdivision of Lot Nos. 3 & 4 Into Lot No. 3A, on February 19, 2025, the Village of Marcellus (Grantee) has agreed to abandon and release certain specified drainage easements within the Baltimore Ridge Subdivision to Grantor in exchange for a new relocated drainage easement, each of which is shown and identified on the Resubdivision Map;

**WHEREAS**, in connection with the foregoing, the Grantor has agreed to dedicate, grant and convey to the Grantee and the Grantee has agreed to accept all of Grantor’s right, title and interest in and to the Drainage Easement being more particularly bounded and described on Schedule A, attached hereto, for the purpose of managing, mitigating, controlling and maintaining the flow of storm water within the Subdivision (the “Drainage Easement”);

**NOW, THEREFORE**, in consideration of the foregoing recitals, each of which shall be incorporated into this Agreement, and of One and 00/100 (\$1.00) Dollar, lawful money of the United States, and other good and valuable consideration, and intending to be legally bound, the Grantor dedicates, grants, sells, conveys, assigns, transfers, and vests in the Grantee all of the Grantor’s right, title and interest in and to the Drainage Easement, being more particularly bounded and described on Schedule A, attached hereto.

**SCHEDULE A  
RELOCATED DRAINAGE EASEMENT IV**

**ALL THAT TRACT OR PARCEL OF LAND**, situate in the Village of Marcellus, Town of Marcellus, County of Onondaga and State of New York being part of Lot No. 24 in said Town, and being shown and identified as a fifteen (15) foot wide drainage easement running along each of the western and southern boundaries of Lot No. 3A of the map entitled "Resubdivision of Lot Nos. 3 & 4 Into Lot No. 3A Baltimore Ridge Amended", recorded in the Onondaga County Clerk's Office on March 19, 2025 as Map No. 13801.

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- POLICE SERVICES FOR TOWN**

**EVENTS:** Trustee Curtin made a motion to approve the following resolution:

**WHEREAS**, in 2018 the Village of Marcellus and Town of Marcellus entered into an agreement whereby the Town of Marcellus would reimburse the Village of Marcellus for security services provided by the Marcellus Police Department for Town of Marcellus Justice Court at a rate of \$20 per hour for a minimum of 3 hours; and

**WHEREAS**, in 2021 the Village of Marcellus and Town of Marcellus entered into an agreement whereby the Town of Marcellus would reimburse the Village of Marcellus for security services provided by the Marcellus Police Department at Marcellus Park at a rate of \$25 per hour for a minimum of 4 hours; and

**WHEREAS**, each agreement states that the hourly fee for police services may be altered by resolution of both the Village Board and the Town Board without the need for re-execution of the agreement and said hourly fee agreement will be based upon the same terms and conditions as the original signed Agreement and shall be legally binding upon the parties hereto; and

**WHEREAS**, the Marcellus Police Department desires to increase the hourly fee for police services at Town of Marcellus Justice Court to \$25 per hour with a 3 hour minimum; and

**WHEREAS**, the Marcellus Police Department desires to increase the hourly fee for police services at Marcellus Park to \$30 per hour with a 4 hour minimum; and

**WHEREAS**, the Marcellus Town Board passed a resolution at its workshop meeting on June 18, 2025 agreeing to the aforementioned hourly rate increases for security services at Town of Marcellus Justice Court and Marcellus Park.

**NOW, THEREFORE, BE IT RESOLVED**, that the Village of Marcellus does hereby approve an hourly rate of \$25 per hour with a 3 hour minimum for security services provided by the Marcellus Police Department at Town of Marcellus Justice Court; and

**BE IT, FURTHER RESOLVED**, that the Village of Marcellus does hereby approve an hourly rate of \$30 per hour with a 4 hour minimum for security services provided by the Marcellus Police Department at Marcellus Park; and

**BE IT, FURTHER RESOLVED** that this resolution 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.

**SPECIAL EVENT APPLICATION- FARMER'S**

**MARKET:** Trustee Manahan stated that Marcellus Together, formerly known as the Marcellus Chamber of Commerce, submitted an application to the Village to hold a Farmer's Market on Wednesdays, August 6<sup>th</sup> through September 10<sup>th</sup> from 3-7pm on the sidewalks of West Main Street, from North Street to First Street. Trustee Manahan made motion to approve the application to allow the market, which will include vendors, crafters and non-profit organizations, as well as an acoustic performer each week. 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.

**UPDATED FESTIVALS AND SPECIAL EVENT**

**APPLICATION:** Trustee Curtin made a motion to approve the updated Festivals and Special Event Application, which was revised to add a signature line and comment area for Board approval and/or comments. 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.

**AMENDMENT TO ABS XEROX COPIER**

**LEASE:** Trustee Manahan made a motion to approve an amendment to the ABS Xerox copier lease agreement to include the stapling function, which was not included in the original lease agreement. The monthly payment for services including the staple function will be \$149.12 for the duration of the 4-year lease. A copy of the agreement is on file with the Village Clerk and available for inspection. 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.

**WAIVE SIDEWALK CAFÉ PERMIT**

**FEE:** Trustee Curtin made a motion to waive fees associated with a Sidewalk Café permit for the 2025 calendar year while the Village Board and the Code Enforcement Official consider amending the requirements and regulations associated with such permit. 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.

**VILLAGE INSURANCE**

**PROPOSALS:** Trustee Manahan made a motion to approve the Village insurance proposals with the Reagan Companies of Marcellus in the amount of \$64,746.75, representing an increase of \$1,599.97. This year the increase is attributed to a 5% upgrade on property values and the proposal includes premiums for the following policies: property, equipment breakdown, general liability, crime, auto, inland marine, public official’s liability, law enforcement liability, catastrophic excess, and cybersecurity. The Village’s crime coverage premium policy with the Reagan Companies has not changed, for this the second year of our three-year policy at a cost of \$386.00 per year. This year’s cyber security policy premium is \$4,566.00, a decrease of \$10 from 2024. Overall, the total increase for the coming year is approximately 2.5%. 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.

**NYS COMP ALLIANCE**

**AGREEMENT:** Trustee Curtin stated there was no approval necessary regarding Worker’s Compensation coverage as the Village renewed its agreement with the NYS Workers Compensation Alliance in 2024 for the period July 1, 2024 to June 30, 2027 – a 3-year agreement at a fixed rate of \$24,167 annually. In addition, the Board was notified that the Village of Marcellus received the Comp Alliance Safe Workplace Award for loss performance in the 2023-2024 plan year, in the amount of \$1,729. This monetary award is given to the safest Comp Alliance member workplaces in New York State, who have had a positive loss experience and contributed to the financial well-being of the program during a given policy year. On behalf of the Village Board, Trustee Curtin commended our Village employees for their dedication to workplace safety and thanked them for their continued service to the community.

**SCHOOL RESOURCE OFFICER**

**CONTRACTS:** Trustee Manahan made a motion to authorize the Mayor to sign the School Resource Officer Agreements between the Village of Marcellus, the Marcellus Central School District, the Onondaga Central School District, and the Tully Central School District, whereby the School Districts and the Village determined that it is in their mutual best interests to enter into Agreements to provide for the assignment of officers of the Marcellus Police Department to serve as School Resource Officers in each of the school districts so mentioned. Copies of the agreements are on file in the Village Office for public inspection. 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**

**MODS:** Trustee Curtin made a motion to approve the following budget modifications for the 2025 Fiscal Year End requested by the Village Treasurer transferring revenues and appropriations.

**General Fund:**

1. Increase of Budgeted Revenues- Utilities GRT OF \$989.16 apply to Storm Sewers Contractual  
     Budget Journal  
     Debit: A1130 \$989.16  
     Credit: A8140.4 \$989.16
2. Increase of Budgeted Revenues- Clerks Fees \$80.00 apply to Mayor Personal Services  
     Budget Journal  
     Debit: A1255 \$80.00  
     Credit: A1210.1 \$80.00
3. Increase of Budgeted Revenues- Interest & Earnings \$11.20 apply to Mayor Personal Services  
     Budget Journal  
     Debit: A2401 \$11.20  
     Credit: A1210.1 \$11.20
4. Increase of Budgeted Revenues- SRO expenses based on final May billings to schools  
     Budget Journal:  
     Debit: Marcellus A2260 \$20,077.42  
     Debit: OCS A2261 \$16,880.51  
     Debit: Lyncourt A2262 \$8282.80

Debit: Tully A2263 \$13104.37

Credit: A3120.14 \$58345.10

5. Increase of Budgeted Revenues- Refund of prior year exp. \$85.00  
Budget Journal:  
Debit: A2701 \$85.00  
Credit: A8140.4 \$0.84  
Credit: A1210.1 \$35.68  
Credit: A8560.4 \$48.48
6. Increase Of Budgeted Revenues- Permits \$2390.00  
Budget Journal  
Debit: A2590 \$2390  
Credit: A8020.4 \$2390
7. Budget modification to cover the cost of an MRB invoice for Grant personal/general engineering services  
Budget Journal  
Debit: A8010.4 \$347.50  
Credit: A8020.4 \$347.50
8. Budget Modification to cover expenditures related to Arbor Day/shade trees, second payout form grant has not been received yet.  
Budget Journal  
Debit: A9040.8 \$1071.02  
Credit: A8560.4 \$1071.02
9. Budget Modification to cover the additional cost from the vehicle repair acct.  
Budget Journal  
Debit: A5110.45 \$189.37  
Credit: A5110.49 \$189.37
10. Police Personal Administrative Overage of \$205.28 to cover training of new police clerk.  
Budget Journal  
Debit: A3120.11 \$205.28  
Credit: A3120.13 \$205.28

**Sewer Fund:**

1. Budget Modification to cover the additional admin. Contractual account  
Budget Journal  
Debit: G8130.11 \$73.12  
Credit: G8110.4 \$73.12
2. Budget Modification to cover the expense of the final utilities bill  
Budget Journal  
Debit: G8130.42 \$471.65  
Credit: G8130.41 \$471.65
3. Increase of Budgeted Revenues- Interest & Penalties, May bank interest & Final penalties added to unpaid sewer bills prior to re-levy \$4163.31 apply to  
Budget Journal  
Debit: G2128 \$4163.31  
Credit: G8130.4 \$4163.31

**Sewer Repair Reed St:**

1. To correct a check drawn from this account when it was for Flower Lane  
Budget Journal:  
Debit: General Fund A9950.9 \$1425.00  
Credit: General Fund A200 \$1425.00  
Debit: Flower Lane HD1440.4 \$1425.00  
Credit: Flower Lane HD5031 \$1425.00

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.

**PROCLAMATION: MADISON FOY, GIRLS VARSITY TRACK STATE**

**CHAMPION:** Mayor Clark made a motion to approve the following Proclamation:

**WHEREAS**, excellence in athletics is a reflection of dedication, discipline, and determination;  
and

**WHEREAS**, Madison Foy, a proud student-athlete from the Marcellus Central School District, has exemplified these qualities through her extraordinary performance in Girls Track & Field;  
and

**WHEREAS**, Madison Foy earned the title of New York State Class C Champion in the Girls 100 meter and 400 meter hurdles, demonstrating exceptional athleticism and representing Marcellus with pride; and

**WHEREAS**, her commitment to training, her sportsmanship, and her positive attitude serve as an inspiration to young athletes throughout our community; and

**WHEREAS**, her achievement brings honor not only to her school and teammates but also to the Village of Marcellus,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of the Village of Marcellus, does hereby proclaim this day, June 23, 2025, as “Madison Foy Day” in the Village of Marcellus; and

**BE IT FURTHER RESOLVED** that the Mayor and the Village Clerk are authorized to take any other appropriate action necessary to effectuate the intent of this Proclamation.

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 Manahan stated that the Village Clerk has printed copies of future meeting dates for the Village for the benefit of residents. In addition, the Village Office will be closing at noon on Thursday, July 3rd and closed entirely on Friday, July 4th for the Independence Day Holiday. The Village-wide garage sale has been planned for Saturday, July 12th, 2025.

#### **UPDATES BY THE**

**MAYOR:** The following updates are available on our website, [www.villageofmarcellusny.gov](http://www.villageofmarcellusny.gov)

- Flower boxes have been planted and hanging flower baskets have been placed. The DPW will maintain the flower boxes and hanging baskets throughout the summer.
- TDK Engineering is finalizing the plans for the pavilion and ADA compliant fishing ramp at the Green Gateway
- Tree Trimming along the sidewalks will be happening during the summer months.
- Summer brush pick-up started June 2nd – Village residents may place brush at the curb on the first Saturday and Sunday of the summer months.
- Huge thank you to Kathy Welsh, Mallory Zabinski and Jen Plis for planting the flowers that grace the Village Flower boxes. Thank you to the Marcellus Chamber of Commerce for giving donations towards purchasing the beautiful hanging flower baskets from Crazy Daisies that can be found in the Village Center.
- Congrats to the Marcellus Central School District 2025 graduates!!
- Olde Home Days Celebration –took place on June 6-8 and was quite successful. Thank you to our community for supporting this event and we hope all enjoyed the wonderful weekend of activities.
- Marcellus Health Loan Closet- continues to be an asset to the community. Information can be found on the Village website and arrangements to borrow equipment can be made by calling the Village Clerk at 315-673-3112 Ext 1.
- 2025-2026 Property tax bills have been mailed out. To avoid penalty, payment must be remitted to the Village Office by June 30. Residents may pay in person, by cash or check, at Village Hall, M-F 9a-4:30p or may mail in payment by check to Village Hall.
- Village wide garage sale will be held on July 12. Village residents are not required to obtain a permit during this event.
- The Village website has a new domain! The new web address is [www.villageofmarcellusny.gov](http://www.villageofmarcellusny.gov)

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 made motion to approve the request of Village Clerk Charnley Abbott to extend for one month, her vacation balance, because she is unable to expend that time within her anniversary date. Any vacation time remaining after July 30 will be forfeited. 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.

Linda Wilcox from the Marcellus Historical Society discussed a concern about brush and yard waste being placed in front of the Historical Society by a neighbor.

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 Manahan. Mayor Clark called for a vote. All board members voted aye and the motion carried.

The Regular Board Meeting was adjourned at 7:26 p.m.

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Charnley A. Abbott, Village Clerk