

**REGULAR MEETING OF THE VILLAGE BOARD  
OF THE VILLAGE OF MARCELLUS HELD ON  
MARCH 24, 2025 AT THE VILLAGE HALL**

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

**ABSENT:** None

Pledge of Allegiance

Mayor Clark made a motion to open the regular meeting following the Public Hearing held regarding Local Law #3 of 2025. The motion was seconded by Trustee Curtin and the meeting was opened at 7:02pm.

**ADOPT LL#3  
OF 2025:**

Trustee Curtin made a motion to adopt Local Law #3 of 2025 establishing Chapter 235 “Trees.” The motion was seconded by Trustee Manahan. Mayor Clark asked if there was any discussion on the matter. 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 hearing and regular board meeting for the month of February 2025. The bills on Abstract Sheet #010 for General Fund in the amount of \$48,139.54, Water Fund in the amount of \$2,875.55, Sewer Fund in the amount of \$22,178.34, Capital Funds in the amount of \$3,012.50 and Trust and Agency Funds in the amount of \$5,815.76 were audited. The bills totaled \$82,021.69. The Board received the Police Report for the month of February 2025 from Chief Bernard Podsiedlik. The Board received the Building Inspectors Report for the month of February 2025 from Code Official Paul Stacey. The Board acknowledged receipt of the minutes of the Town Board meetings for February 2025. The financial statements submitted by Village Treasurer Jennifer Plis for August, September, October, November, and December 2024, and January 2025 were approved. Financials for February 2025 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 on the consent agenda. Hearing none, Mayor Clark called for a vote. All board members voted aye and the motion carried.

**RESOLUTION- BALTIMORE RIDGE**

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

WHEREAS, the “Resubdivision of Lot Nos. 3 & 4 Into Lot No. 3A of the Baltimore Ridge Subdivision” has heretofore received final subdivision approval from the Village of Marcellus Planning Board; and

WHEREAS, the subdivision map for the “Resubdivision of Lot Nos. 3 & 4 Into Lot No. 3A of the Baltimore Ridge Subdivision” has been duly filed in the office of the Onondaga County Clerk on March 19, 2025, as Instrument No. 058456070002;

WHEREAS, the owner of Lot No. 3A of the Baltimore Ridge Subdivision (formerly Lot Nos. 3 & 4 of the Baltimore Ridge Subdivision), L&L Syracuse Realty, LLC, is seeking to commence construction of a single-family home on Lot No. 3A of the Baltimore Ridge Subdivision;

WHEREAS, in connection with the foregoing, L&L Syracuse Realty, LLC is seeking Village approval to relocate certain Village drainage infrastructure that currently bisects the center of Lot 3A to the perimeter of Lot 3A;

WHEREAS, also in connection with the foregoing, L&L Syracuse Realty, LLC requests that the Village Board resolve to abandon the drainage easement that was granted in connection with the Village drainage infrastructure that bisects the center of Lot 3A, in favor of accepting a grant of easement along the perimeter of Lot 3A;

WHEREAS, the current drainage easement that L&L Syracuse Realty LLC is requesting that the Village abandon, was dedicated to the Village in accordance with the Grant of Easement, dated the 8<sup>th</sup> of September 2023 and recorded as Instrument Number 2023-00032089 on September 29, 2023 in the Onondaga County Clerk's Office;

WHEREAS, the new drainage easement, which L&L Syracuse Realty, LLC is seeking to dedicate to the Village, is located on the perimeter of Lot No. 3A as shown on the attached Map of the "Resubdivision of Lot Nos. 3 & 4 Into Lot No. 3A of the Baltimore Ridge Subdivision";

WHEREAS, L&L Syracuse Realty LLC, hereby requests that the Village Board permit the owner to construct, at the owners sole cost and expense, certain drainage improvements on behalf of the Village for the purpose of relocating the drainage infrastructure to the perimeter of Lot 3A, and to interconnect the same to the existing Village drainage infrastructure;

WHEREAS, following inspection and approval of the new drainage infrastructure from the Village and the Village Engineer, the Owner will then permanently redirect the flow of the drainage infrastructure to the newly constructed drainage improvements and shall permanently cap off the previously dedicated drainage infrastructure rendering the same useless;

WHEREAS, the owner will then remove the previously dedicated public improvements and cap off the same subject to inspection and approval from the Village and the Village Engineer;

WHEREAS, concurrent with the foregoing the owner will then dedicate the new drainage infrastructure to the Village and provide a Grant of Easement to the Village as shown and depicted on the Resubdivision of Lot Nos. 3 & 4 Into Lot No. 3A of the Baltimore Ridge Subdivision;

WHEREAS, concurrent with the foregoing the Village will permanently abandon in favor of the owner the Grant of Easement, dated the 8<sup>th</sup> of September 2023 and recorded as Instrument Number 2023-00032089 on September 29, 2023 in the Onondaga County Clerk's Office;

WHEREAS, the owner now requests that the Village Board accept all public improvements required by the aforementioned subdivision map and maintain a letter of credit for said public improvements so accepted.

NOW, THEREFORE BE IT RESOLVED, that the Village Board of the Village of Marcellus hereby accepts the following public improvements:

1. easements over, across and through the perimeter of Lot 3A for the purpose of managing, mitigating, controlling and maintaining the flow of storm water within the Subdivision (the "Drainage Easement"), including: a drainage easement running along the western and southern boundary of Lot 3A, as shown on the map entitled "Resubdivision of Lot Nos. 3 & 4 Into Lot No. 3A of the Baltimore Ridge Subdivision"; and

2. all of Developer's right, title, and interest in and to certain building materials and tangible personal property (the "Personal Property"), and the public improvements, including, but not limited to all drainage infrastructure, including underground pipes, catch basins, yard drains, gutters, outflow and inflow structures, all as shown on the subdivision map; and

BE IT FURTHER RESOLVED, in consideration of the foregoing acceptance of that the drainage easement running along the western and southern boundary of Lot 3A, as shown on the map entitled "Resubdivision of Lot Nos. 3 & 4 Into Lot No. 3A of the Baltimore Ridge Subdivision", the Village Board of the Village of Marcellus hereby abandons, sets over and transfers to L&L Syracuse Realty, LLC the drainage easement previously dedicated to the Village in accordance with the Grant of Easement, dated the 8<sup>th</sup> of September 2023 and recorded as Instrument Number 2023-00032089 on September 29, 2023 in the Onondaga County Clerk's Office; and

BE IT FURTHER RESOLVED, that the acceptance of the above-described public improvements is specifically subject to the following:

1. The applicant shall be required, in accordance with the Code of the Village of Marcellus, to maintain a letter of credit regarding those public improvements herein accepted in an amount equal to \$20,000.00 or some other amount as determined by the Village Engineer for a period of one (1) year from the date of this Resolution as provided for in the Code of the Village of Marcellus.
2. The applicant shall also be required to provide an updated As-Built Record Drawing to the Village containing the recording information from the Onondaga County Clerk for the drainage easements described in paragraph #3 above; and
3. The applicant shall also be required to file, and pay all costs with filing, any and all documents requirement to be filed in the public record, including, but not limited to recording the new Drainage Easement and the abandonment and transfer to L&L Syracuse Realty, LLC of the previously recorded easement, in the Onondaga County Clerk's Office on behalf of the Village.

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 BRUSH PICKUP:**

Trustee Manahan made a motion to allow brush to be placed at the curb on Saturdays and Sundays for pickup on Mondays from March 31<sup>st</sup> to May 5<sup>th</sup>. Also, during the summer months (June, July, and August), brush may be placed at the curb on Saturdays and Sundays for pickup on the first Monday of each month. 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- 2012 FORD F450**

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

WHEREAS, Villages are authorized to sell real property belonging to the municipality pursuant to Village Law § 1-102(2); and

WHEREAS, the Village Board may determine the method of sale; and

WHEREAS, the DPW Superintendent has determined that the property is no longer needed for municipal purposes; and

WHEREAS, the Village Board desires to sell a 2012 Ford F450 Dump Truck, previously used by the Department of Public Works employees;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Marcellus declares the 2012 Ford F450 Dump Truck as surplus; and

BE IT FURTHER RESOLVED, that the Board of Trustees authorizes the DPW Superintendent to sell the property at public auction or to a private buyer for fair and adequate consideration.

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:** Trustee Manahan announced that the Town of Marcellus has scheduled the 2025 dates for the Trash Transfer Stations as follows: Fridays, April 25<sup>th</sup> & May 2<sup>nd</sup> from 8 a.m. to Noon and Saturdays, April 26<sup>th</sup> & May 3<sup>rd</sup> 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 Town Board has also agreed to have a Community Shred day on Saturday, April 26<sup>th</sup> at the Town of Marcellus Highway Garage.

**EARTH DAY**

**2025:** Trustee Curtin announced that the Village of Marcellus plans to participate in the Earth Day observance on April 24, 2025, in conjunction with 3<sup>rd</sup> 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 thanked the students and MCS staff members, as well as Village staff, for their participation in this event. This rain date for this event will be April 25, 2025. 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.

**MOBILE VENDOR**

**APPLICATION:** Trustee Manahan made a motion to approve the newly created application for a Mobile Vendor License and set the fees for such license at \$25 per day or \$150 per season. Chapter 133 of the Village Code defines Mobile Vendor as follows: “one who is engaged in or who shall hereafter engage in purchasing, buying, bartering, selling, or vending food, goods, wares and merchandise or other personal property or obtaining orders or subscriptions for the sale or purchase thereof or for work, labor or services to be rendered to residents of the Village from a location that is designed to be portable and not permanently attached to the ground.” 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

**UPDATE DOCUMENT C-FEES, DEPOSITS,**

**PENALTIES:** Trustee Curtin made a motion to approve the updated Document C to include the fees for a Mobile Vendor License. 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.

**ANNOUNCE ANNUAL MTG.  
& TENTATIVE BUDGET**

**HEARING:** Trustee Curtin announced that the Annual Meeting will take place on April 7, 2025 at 7:00pm at the Village Hall and will include the appointment of non-elected officials, establish regular meeting dates, and designate official newspapers and depositories. In addition, a Public Hearing will take place on April 7, 2025 to consider the tentative budget for the Village for the 2025-2026 fiscal year. Approval of the final budget is anticipated to take place at the next regular Board meeting, on April 28, 2025. All interested parties will have the opportunity to be heard at the hearing.

**ANNOUNCE VILLAGE**

**MEETINGS:** Trustee Manahan announced that a list of meetings scheduled for April 2025 is provided for those so interested. Please note also that the Annual Meeting will take place on Monday, April 7, 2025, in the Board Room, beginning at 7 p.m. The next Regular Board meeting will take place on Monday, April 28<sup>th</sup>, at which time the Board will adopt the 2025-2026 Budget and set the Tax Rate. In addition, the Village Office will be closed on Good Friday, April 18<sup>th</sup>, and the Village-wide Earth Day Cleanup will take place on Thursday, April 24<sup>th</sup>, with a rain date of April 25<sup>th</sup>.

**CHANGE MAY MEETING**

**DATE:** Trustee Manahan stated that the regular meeting date for May 2025 falls on Memorial Day, therefore he made a motion to change the May Board meeting from May 26<sup>th</sup> to May 19<sup>th</sup> at 7pm at the Village Hall and change the workshop date from May 23<sup>rd</sup> to May 16<sup>th</sup> at 9:30am in the Village Hall. 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- STEWARTS SHOPS SURETY**

**BOND:** Mayor Clark made a motion to approve the following resolution:

WHEREAS, Stewart's Shops applied to the Village of Marcellus in February of 2024 for site plan approval and a special use permit from the Village of Marcellus Planning Board and Board of Trustees; and

WHEREAS, Stewart's Shops provided funds to the Village of Marcellus in the amount of \$8,500, that was deposited in escrow for expenses incurred by the Village for engineering and legal fees in relation to the applications; and

WHEREAS, the Planning Board of the Village of Marcellus granted Conditional Site Plan Approval on July 22, 2024 and

WHEREAS, the Board of Trustees of the Village of Marcellus approved a Special Use Permit on July 22, 2024 and

WHEREAS, it has been determined by the Village of Marcellus Engineer, DPW Superintendent, Village Attorney and Code Enforcement Officer that there are no outstanding engineering or legal fees and all reviews have been completed; and

WHEREAS, the Village board approved the release of the surety bond at the February 2025 regular meeting of the Board of Trustees; and

WHEREAS, it has been determined by the Village of Marcellus Treasurer that the amount authorized by the Village Board for release in February 2025 was incorrect.

NOW, THEREFORE BE IT RESOLVED by the Village Board of the Village of Marcellus that the corrected balance, \$2,037.36, may be returned to Stewart's Shops.

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- BOYS VARSITY**

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

WHEREAS, the Marcellus Central School Boys Varsity Basketball Team has displayed great skill and completed a most successful 24-4 season in the winter of 2025, and

WHEREAS, the Marcellus Central School Boys Varsity Basketball team did subsequently distinguish itself by participating in and defeating all comers to become New York State Class B Boys Varsity Basketball Champions for the year 2025, and

WHEREAS this accomplishment is the first-ever state title in the program's history.

NOW, THEREFORE, BE IT RESOLVED, that the Marcellus Central School Boys Varsity Basketball Team and Coach Scott Cotter be recognized and commended by the Board of Trustees of the Village of Marcellus on behalf of itself and all its citizens for the honor they have brought to the Village of Marcellus.

BE IT FURTHER RESOLVED that the Board of Trustees of the Village of Marcellus proclaims this day, March 25, 2025, as "Mustang Boys Basketball Day" in the Village of Marcellus and

IT IS FURTHER RESOLVED that the Mayor and the Village Clerk are authorized to take any other appropriate action necessary to effectuate 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.

## **UPDATES BY THE**

### **MAYOR:**

The following updates are available on our website, [www.villageofmarcellus.com](http://www.villageofmarcellus.com)

- a. Village Comprehensive Plan- the first draft of the updated Comprehensive Plan for the Village is completed. The environmental review is anticipated to take place over the coming months and the Board is hopeful that the final draft will be ready for adoption over the summer.
- b. AIM Funding- A total of 375 city and village mayors, managers and administrators signed NYCOM's letter to State Leaders requesting an increase in municipal aid in the 2025-26 State Budget.
- c. Marcellus Highschool students are continuing to work on their Independent Studies projects with the Village Highway and the Town Highway
- d. The DPW and Mayor Clark Met with WEP about the Intermunicipal Wastewater Agreement between the County and the Village for emergency services.
- e. No Parking – regulations during the winter months, which calls for no parking on any Village streets from 2 a.m. to 7 a.m., ends on April Fool's Day, April 1<sup>st</sup> - no fooling!
- f. Sign Placement – soon the Highway Department will re-install pedestrian crossing signs on Main Street in the Village. The signs are placed in the road, near the crosswalks, warning motorists that all vehicles must yield to pedestrians who are walking the crosswalk – a New York State law. It is hoped that the signs will make it easier for pedestrians, particularly schoolchildren, to cross Main Street safely as well as cause motorists to slow down as they approach these crosswalks.
- g. Flag Replacement – the American flags that line several of our streets in the Village will soon be in place. We thank the American Legion for its continuing efforts in helping to keep these flags in good condition – an excellent example of how committed the Legion is to our Village and its residents. Thank you.
- h. Village Earth Day Participation – the Board would also like to announce that the Village will again participate in an Earth Day clean up on Thursday, April 24,

2025, with a rain day of Friday, April 26, 2025. We hope that students from KC Heffernan Elementary School will help to participate in this event and we welcome any individuals or groups to join us in helping clean the Village of any litter lying along the roadside and village rights of way. If you're interested in participating as a group or an individual contact the Village Clerk at 315-673-3112 for more information.

- i. Utility Bills – the utility bill that residents receive in April is 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 tax bill for June 1, 2025. If those bills for tenants who pay their own utilities are not paid by April 30, 2025, these too will be re-levied onto the owner's taxes for June 1, 2025. Please note that, unlike previous utility bills, payment for this final bill for the year must be made within the month.
- j. Creek Walk – At first glance, it appears that the winter weather has not caused much damage to Fred's Trail. There were some hardy people who braved the elements to walk the trail this winter, although it was not officially open. We welcome the spring as well as those who will take advantage of this gem in our community.
- k. Budget – the Village Board is working to finalize the 2025-26 Village Budget in preparation for the Annual Meeting.
- l. Compost is available at the Village of Marcellus Wastewater Treatment Plant! The Village of Marcellus Compost is produced from wastewater biosolids, through the controlled biological process of composting. At the WWTP, natural decomposition is accelerated enabling us to produce a high-quality product. By controlling the composting process, biosolids are sanitized through the generation of heat, then stabilized to allow for versatility of end use. Through this process, valuable organics generated from the Village WWTP are naturally recycled into a product which is beneficial to plants and the environment. We are able to transform waste into a beneficial product and continue to divert material from landfills. Our compost is safe, and quality tested. The compost has been treated by a process to further reduce pathogens. The Village has analyzed the compost in accordance with the requirement of the EPA & DEC. Compost is hygienically and environmentally safe if it is used properly. Village residents can use the compost on new or established lawns, flower boxes & house plants, flower gardens, and vegetable gardens. Any Village residents can bring a container(s) to the WWTP at 6 Mille High Drive weekdays 8am-3pm. First come first serve. If you would like confirmation of availability, please leave a message at 315-673-4491.
- m. Increase In Sewer and Refuse Rates – At the December 2024 meeting, the Village Board approved an increase in sewer and refuse rates, effective January 1, 2025. The utility bill received by residents in April will be the first time the new rates are reflected. Sewer rates have not increased since 2019 and in order to prepare our Treatment Plant for operation well into the 21st century, these increases are unavoidable. A new 36-month hauler agreement was executed in October of 2024, and the Board anticipates that the new rate for collection, \$55 quarterly, an increase of \$5 per unit per quarter, will remain stable for the duration of the contract. A copy of the new sewer rate schedule is available on the Village website for public inspection.
- n. Property Tax Cap – as was mentioned, our Budget is complicated by the property tax cap of 2%, which is another State mandate and at our recent meeting, the Board decided to override the tax cap. We might note that there seems to be no meaningful relief from continuous unfunded State mandates and these mandates, coupled with a cap on the Board's ability to raise revenue, it is sometimes difficult to plan or even survive.

After concluding with his updates, Mayor Clark asked if there were any comments from the Board. There were none.

## ITEMS FROM THE

**FLOOR:**

Maureen Curtin and Mary Drabot from the Marcellus Health Loan Closet spoke to the Board about the services they provided to the community and explained how the stipends from the Village and Town are used to provide this service.

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 7:32 p.m.

---

Charnley A. Abbott, Village Clerk

DRAFT