

MINUTES
TOWN BOARD
February 24, 2021

The Town of Manlius Town Board live streaming from their homes, with Supervisor Edmond Theobald presiding and the following Board members present:

Karen Green, Councilor
Sara Bollinger, Councilor
Elaine Denton, Councilor
John Deer, Councilor
Heather Waters, Councilor
Katelyn M. Kriesel, Councilor

The following Town Officers were present:

Tim Frateschi, Attorney for the Town	Allison A. Weber, Town Clerk
Mike Crowell, Police Chief	Rob Cushing, Highway Superintendent
Doug Miller, Town Engineer	Ann Oot, Town Manager
Randy Capriotti, Director of Codes	

Other persons attending:

1. Introduction to Join the Virtual Town Board Meeting

Introduction of Zoom Meeting Participants: Prerna Deer, Charlie Lockwood, Greg Rinaldi, Matt Napierala, Christian Hill.

2. Senator Mannion's Office Introduction Prerna Deer

Prerna Deer introduced herself as a district representative from Senator Mannion's office and the liaison for the Town of Manlius. Ms. Deer encouraged the board members to contact her with any questions or concerns they may have for the Senator.

3. The Pledge of Allegiance

The Town Board recited the Pledge of Allegiance. Supervisor Theobald, called the meeting to order at 6:30 pm.

4. Open Podium – No Requests

5. Approval of Minutes – February 10, 2021

Councilor Green made a motion, seconded by Councilor Bollinger, to approve the minutes of February 10, 2021 as submitted by Town Clerk Weber.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nayes: 0

All in Favor.

Motion Carries.

6. Approval of Abstract # 4

Councilor Bollinger made a motion, seconded by Councilor Green, to approve Abstract # 4 as submitted by Town Clerk Weber.

TOWN OF MANLIUS
Fund Summary
Abstract # 4 - 2021

CODE	FUND	TOTALS
A	General Fund Townwide	\$68,410.81
B	General Fund Town	\$131.05
DA	Highway Fund Townwide	\$66,251.79
SR1	Manlius Trash District	\$112,500.67
SR2	Manlius Res Brush District	\$12,534.33

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nayes: 0 All in Favor. Motion Carries.

7. 6:45 PM Public Hearing – Zone Change Request for 7030 Manlius Center Rd. (tax map # 062.-04-06.1) Commercial A (CA) to Commercial B (CB)

Attorney Frateschi stated Town Planning Board has reviewed the application and given a positive recommendation for the zone change. Attorney Frateschi stated the Onondaga County Planning Board determined it will not have a county wide impact.

Matt Napierala, Engineer gave an overview of the proposed Zone Change located at 7030 Manlius Center Rd. and neighboring commercial zoning. Mr. Napierala stated that the proposed self-storage facility will fit with the area as allowed in a CB zoning. Mr. Napierala described the storage facility as being somewhat hidden behind one long building with windows and landscaping facing Manlius Center Rd.

Supervisor Theobald stated the project as described would fit the character of the neighborhood.

Councilor Bollinger made a motion, seconded by Councilor Kriesel, to declare the Town of Manlius lead agency for uncoordinated review of this unlisted SEQR action in the matter of a Zone Change request for G&T Properties, LLC for a Change of Zone of Commercial A (CA) to Commercial B (CB) 7030 Manlius Center Rd.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nayes: 0 All in Favor. Motion Carries

Attorney Frateschi reviewed Part II of the short environmental assessment form with the Town Board. The Town Board determined that each of the environmental factors would have no more than a small to no impact. After further discussion, the Board agreed that there would be no significant environmental impact by approving the Local Law for a Zone Change for 7030 Manlius Center Rd. going from Commercial A (CA) to Commercial B (CB) based on the reasons set forth in the Resolution drafted by the Attorney for the Town.

Councilor Waters made a motion, seconded by Councilor Bollinger, to authorize the Supervisor to sign the Comprehensive Plan Agreement with Barton & Loguidice, D.P.C.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nayes: 0 All in Favor. Motion Carries.

9. Standards for Electronic Real Property Tax Administration

Attorney Frateschi stated this resolution will authorize the Assessor's Office to accept grievances/complaints on assessments electronically using email.

Councilor Deer made a motion, seconded by Councilor Green, to adopt the resolution to authorize the acceptance of electronic filing of assessment grievances/complaints with the office of Assessment as outlined in the resolution prepared by the Attorney for the Town.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nayes: 0 All in Favor. Motion Carries.

10. Peddlers Permits

Attorney Frateschi presented a resolution to suspend the application process for peddler permits under the COVID restrictions.

Councilor Waters made a motion, seconded by Councilor Green, to approve the resolution suspending peddler permits under the covid restrictions.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nayes: 0 All in Favor. Motion Carries.

11. Highway Superintendent

Highway Superintendent Cushing stated he asked the Board to approve the purchase of two new identical Ford 350's pickup trucks from Van Bortal Ford at the purchase price of \$43,772.38 each for a total of \$87,544.76 as budgeted for.

Councilor Bollinger made a motion, seconded by Councilor Deer, to authorize the purchase of two identical Ford 350 pickup trucks from Van Bortal Ford at the purchase price of 43,772.38 each, for a total of 87,544.76 as budgeted for.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nayes: 0 All in Favor. Motion Carries.

Superintendent Cushing stated the Salt Storage Shed cover will need to be replaced in the next couple of years and discussed the possibility of obtaining grant money for the project.

12. Planning & Development

Director Capriotti stated that the 2020 Annual Report has been completed and sent to New York State.

Randy Capriotti, Director of Codes stated they have been made aware of a water pressure issue at Academy Place apartments that would hinder the flow to the hydrants. Director Capriotti stated his office will continue working with the complex to resolve the issue.

Doug Miller Town Engineer requested the board to approve releasing the bid packets for Falconview and Sabre Lane drainage projects.

Councilor Green made a motion, seconded by Councilor Deer, to release the bid packets for the Falconview drainage project.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nayes: 0 All in Favor. Motion Carries.

Councilor Bollinger made a motion, seconded by Councilor Waters, to release the bid packet for the Sabre Lane drainage project.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nayes: 0 All in Favor. Motion Carries.

13. Attorney

Attorney Frateschi stated the board will need to have an Executive Session to discuss potential employment of a business or corporation to provide training and ongoing litigation.

14. Town Clerk – No New Business

15. Police Chief

Chief Crowell gave the following report:

- The new officers are doing great in their new positions.
- Working to fill three vacant officer positions.
- The February in service training has been completed.
- Chief Crowell along with the Onondaga County District Attorney will be presenting the Police Reform Draft as related to Executive Order 203 to the County Legislature on March 2nd.
- Chief Crowell stated that the department will be CALEA accredited for the next four years. Chief Crowell stated that the Town should be very proud that the Towns' Police Department has maintained this level of accreditation since 1996.

16. Town Manager

Town Manager Oot presented a list of Encumbrancers and Budget Transfers. Town Manager Oot stated that encumbrancers are outstanding purchase orders from 2020 to be carried over to 2021. The purchases were budgeted for but not yet completed.

2020 Encumbrances and Budget Transfers

Encumbrances:

(outstanding purchase orders from 2020)

A005.1410.401 Town Clerk-Office Supplies	\$1600
• Supplies for searchable kiosk project that was put on hold due to COVID	
A005.1410.402 Town Clerk-Seminars/Conf.	\$2000
• Training that was cancelled in 2020 due to COVID that will take place in 2021	
A005.1460.400 Records Mgmt.-Contractual	\$6,000
• Searchable kiosk project that was started in 2020 but was put on hold due to COVID	
A005.3120.200 Police-Equipment	\$7270.
• Upfit vehicle 213 (lights, sirens, partition, console, antennae, cables, cargo box)	
A005.3120.400 Police-Contractual	\$6122.71
• Portable radios	
A005.3120.402 Seminars/Conf.	\$3,000
• Police academy expenses	
A005.3120.412 Police-Vehicle Repair	\$34,641
• Upfit vehicle 210 (lights, sirens, etc.) \$8712.03	
• Upfit vehicle 212 (lights, sirens, etc.) \$8345	
• Upfit vehicle 211 (lights, sirens, etc.) \$8345	
• Truck tires 1563.96	
• Replace fuel pump & NOX sensor truck \$3125.01	
• Replace transmission vehicle 141 \$4550.00	
A005.3120.446 Police-Maintenance Contract	\$386.96
• Spectrum monthly billing 12/20 \$274.98	
• Verizon monthly billing 12/20 \$111.98	
A005.3120.447 Police-Garage Supplies	\$17,761.99
• Night goggles (\$3415), thermal monocular (\$3306.99) binoculars (\$2490) to be reimbursed by SLETPP grant	
• NY live scan system/NY software (\$8550) to replace aging system	
A005.3120.448 Police-Uniforms/Cleaning	\$2829.37
• Peace officer badges \$371.35	
• Ballistic vest \$753.30	
• Honor guard uniform \$320.73	
• Honor guard uniform \$510.23	

- SPO (Special Patrol Officer) uniform/equipment \$873.76

A005.3120.460 Police-Tuition Reimbursement \$2,000

A005.3120.464 Police-Protection Gear \$12,482.28

- Training Ammunition \$3805.82 (NYS Contract)
- Livescan workstation, scanner, installation, 1 yr warranty \$4275
- Weapon lights (3) and sights (2) \$1401.46
- Duty ammunition \$3000

A005.3120.465 Police-Forensic \$9,875

- Drone \$4000
- Livescan workstation, scanner, installation, 1 yr warranty \$4275
- Evidence Lockers \$1600

DA0.5.5142.471 Snow Removal Repairs \$2457.17

- Sander chain for truck 18/23

Budget Transfers:

Amount: \$4,000

From: A005.1460.100 Records Management-Personal Services

To: A005.1410.100 Town Clerk-Personal Services

- Records Management Officer (Weber) salary; reimburse clerk budget for payment of RMO salary

Amount: \$17,025

From: A005.1410.100 Town Clerk-Personal Services

To: A005.7310.100 Recreation-Personal Services

- T. Galvin moved from recreation to clerk in June 2020; 50% reimbursement of salary paid from recreation budget

Amount: \$450.00

From: A005.3310.100 Traffic Control-Personal Services

To: A005.3310.400 Traffic Control-Contractual

- One quarter of service for school crossing beacons

Amount: \$11,145

From: B005.3620.100 Planning & Development-Personal Services

To: A005.1410.100 Town Clerk-Personal Services

- 30% of D. Witzel salary; reimburse clerk budget for payment of salary

Councilor Green made a motion, seconded by Councilor Denton, to approve the 2020 town Incumbrancers and Budget Transfers as present by Town Manager Oot.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nayes: 0

All in Favor.

Motion Carries.

17. Committee Reports

Public Safety Advisory

Councilor Denton stated the Town's Public Safety Advisory Committee Draft Plan is on the town website. Councilor Denton did highlight some points of the draft plan.

- Acknowledging Diversity
- Acknowledging Mental Health
- Increasing Transparency
- Increasing Accountability
- Community Relations

Councilor Denton stated they would like to see the Community Relations Position in the Police Department be filled.

Councilor Denton made a motion, seconded by Councilor Denton, to set a date for a public hearing to adopt the Public Safety Advisory Committee Draft Plan for March 10, 2021 at 6:40 PM.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nayes: 0

All in Favor.

Motion Carries.

Sustainable Manlius

Councilor Kriesel stated that the committee will be meeting on March 4th at 7:00 PM.

Tree Commission

Councilor Waters stated the next Tree Commission meeting will be held on March 16th at 5:00 PM. On Zoom. Councilor Waters stated some of the tasks the Tree Commission would like to complete includes a tree inventory and a review of the Code as related to a tree ordinance.

Association of Towns

Councilor Green spoke on the Association of Towns annual meeting and trainings. Councilor Green congratulated Supervisor Theobald on becoming president of the Association of Towns.

18. Supervisor

Supervisor Theobald stated that there has been a speed limit reduction on Route 290 between Clemmons Rd. and Route 257 going from 55mph to 35mph.

Supervisor Theobald stated that Anthony Pircio who will turn 100 on March 5th will receive the Honor Flight's Centurion Salute with a ceremony to begin at 2 PM on Tony's front lawn.

19. Adjournment

There being no further business to come before the Board, upon motion duly made by Councilor Kriesel and seconded by Councilor Bollinger the Board voted unanimously to adjourn regular session at 7:55 PM to enter executive session to discuss potential employment of a person or corporation to provide training and ongoing litigation.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nayes: 0

All in Favor.

Motion Carries.

Respectfully Submitted by:

Allison A. Weber
Town Clerk

EXECUTIVE SESSION MEETING MINUTES

**Executive Session
February 24, 2021**

The Town Board re-entered regular session at 8:48 PM.

Councilor Bollinger made a motion, seconded by Councilor Waters, to engage Vera House for required training with the police department for one year based on the proposal they have provided.

Ayes: Supervisor Theobald, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nayes: Councilor Green

Motion Carries: 6 to 1

There being no further business to come before the Board, upon motion duly made by Councilor Kriesel and seconded by Councilor Green, the Board unanimously voted to adjourn the executive session at 8:48 PM.

Submitted by:
Town Manager
Ann Oot