



VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

Thursday, February 12th, 2015 6:30 PM
North Syracuse Community Center
700 South Bay Road, North Syracuse, NY 13212

The Village of North Syracuse Regular Board Meeting began at 6:30 PM with Mayor Mark Atkinson inviting everyone present to join him in the Pledge of Allegiance.

Roll Call: Mayor Mark Atkinson, Deputy Mayor Chuck Henry, Trustee Gary Butterfield, Trustee Fred Ferguson, and Trustee Paul Linnertz.

Personnel Present: Village Clerk/Treasurer Dianne Kufel, DPW Superintendent Gary Wilmer, Parks Director Teresa Roth, Codes Enforcement Officer Pam DiCarlo, Police Chief Crowell, Fire Chief Ellis, Village Attorney Scott Chatfield, and Village Engineer Amy Franco.

RESOLUTION # 021-15

APPROVAL OF BOARD MEETING MINUTES

Trustee Linnertz made a motion to approve the minutes from the January 22nd, 2015 Board Meeting. Trustee Ferguson noted there was a correction of the spelling of the street name Ferguson. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

RESOLUTION # 022 -15

GENERAL FUND ABSTRACT APPROVAL

Trustee Ferguson made a motion to approve the General Fund Abstract # 18 in the amount of \$65,635.70 covering voucher # 1001 to voucher # 1073. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.

RESOLUTION # 023 -15

SEWER FUND ABSTRACT APPROVAL

Trustee Ferguson made a motion to approve the Sewer Fund Abstract # 18 in the amount of \$371.21 covering voucher # 9 and #10. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.

CITIZENS' VOICE: None

OLD BUSINESS:

DISCUSS INTERMUNICIPAL AGREEMENT FOR DOG CONTROL SERVICES

The Board has received the revised agreement for Dog Control Services. This has been discussed at previous meetings as well as at our Staff meetings. A question came up before regarding the insurance requirements. Mayor Atkinson said it has been verified with the Town of Clay that our



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current insurance limits are satisfactory for the terms of the contract. He summarized that under this contract the Village will pay \$50 per occurrence for this service that will be provided by the Town of Clay. The resident then will go to the Town of Clay (if they reside in Clay) and show proof of license and rabies vaccination, pay the \$160 fee, and then proceed to CNY Vets/Animal Kingdom to have their dog released. Likewise, if the resident lives in the Town of Cicero, they follow the same procedure with their town office. Trustee Butterfield asked for clarification regarding roaming or loose dogs per the contract. Mayor Atkinson responded that his understanding is that they will not chase a dog for concern that the dog could run into the street and cause an accident. He will ask for clarification about this issue and report back. This item will be discussed at another Board Meeting.

NEW BUSINESS:

RESOLUTION # 024-15

**APPROVE NEW PITNEY BOWES AGREEMENT/
NEW METER 02/01/15-02/01/19**

Trustee Linnertz made a motion for the Mayor to sign the four year agreement with Pitney Bowes for a new postage machine under warranty. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved. Trustee Ferguson asked if we considered a contract with Hasler. Clerk Treasurer Kufel replied that she never heard of this business. Mayor Atkinson said that after the newly approved contract is up, the Board can reconsider Hasler.

RESOLUTION # 025 -15

APPROVE TOWN OF CLAY FIRE PROTECTION AGREEMENT

The Board has received a copy of this agreement for the 2015 Town Budget and the 2015-2016 Village Budget. The contract agreement is for \$243,025 plus \$25,991 for the Service Award Program. Mayor Atkinson noted the Fire Chief has been copied on this and agrees with this contract. Trustee Ferguson noted the contract amount has decreased by \$4,299 from last year. Trustee Linnertz made a motion to authorize the Mayor to sign this agreement. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

RESOLUTION # 026 -15

APPROVE TOWN OF CICERO FIRE PROTECTION AGREEMENT

The Board received a copy of this agreement for the 2015 Town Budget and the 2015-2016 Village Budget. The contract agreement is for \$243,025 plus \$25,991 for the Service Award Program. Mayor Atkinson noted this is identical to the previous motion and agreement. Trustee Butterfield made a motion to authorize the Mayor to sign this agreement. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.



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RESOLUTION # 027 -15

SURPLUS DPW VEHICLES/EQUIPMENT

The Board received a copy of the items requested to be surplussed by DPW Superintendent Wilmer. Mayor Atkinson made a motion surplus the list of items that will be sent down to the auction for surplussing. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

<u>List of Surplussed Items:</u>
1988 International Paystar 6 Wheel Dumptruck with Plows – VIN# 2HTTBGHR9JC012437
1995 Monroe Salt Spreader Model # MSV-120-84-56 Ser# 95-125112
1996 Ford F 800 1FDX80CXTVA18563 Brushtruck TL-3 Lightning Loader
Scotchlite Heat Lamp Sign Machine Ser# 2260 and Supplies
3 Locker-room Lockers
World Scan Plus Dog Tag Reader
2 Dewalt Drills Chargers and Batteries

DISCUSS OF LOSAP SERVICE AWARD PROGRAM/GML

The Board received the most recent audit results, performed by Michael Benn & Company for the fiscal year 3/31/12 (Point System 12/31/11). Mayor Atkinson said it was noted by the Comptroller's Office that this Service Award Program should have their programs audited annually. Clerk Treasurer explained that we have been attempting to bring the audits current. She continued that there were some notations regarding the improvements that we made on the forecasted insurance rates; projections have decreased because interest rates have gone down a bit. Some recommendations were made for the surrender value of the insurance. She said we have been moving forward with the site findings in the audit. She noted that Patrick Boyle, a representative of Michael Benn & Company, is present in the audience, and invited the Board to ask any questions. Trustee Linnertz asked how often we will be doing this audit. Clerk Treasurer Kufel replied annually and due to the complexities of these LOSAP plans, our auditors do not have the expertise to perform this type of audit and therefore Benn & Company performs this audit. Mr. Boyle expanded that if we have a LOSAP plan in a department that does not require an audit, then the LOSAP plan must be audited annually. He added that he would like to catch up on the previous fiscal years that have not yet been audited in order to be up to date with the audit requirements. Trustee Linnertz asked if there are any other department audits that take place. Clerk Treasurer replied that even though it is not required, the Village has an annual audit performed. Mr. Boyle added that an annual LOSAP audit is mandated by General Municipal Law.

DISCUSS RFP FOR VILLAGE HALL KITCHEN MODIFICATIONS

The Board received two quotations from vendors to modify the Village Hall Kitchen area to accommodate the facility that is a closet. Mayor Atkinson said that a kitchen modification has been



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discussed for 6-8 months at the Staff Meetings. He continued that the lunch break time for staff is only thirty minutes. Currently there is no place in the office to retreat for lunch. Thus, the employees eat at their desks. Trustee Butterfield noted that both quotes had the same description but different quoted prices. He said he expected the descriptions to be different per company. He also noted that he did not bid on the job because it would have been a conflict of interest. He asked if counsel is satisfied with the quotes received. Mayor Atkinson made a motion to authorize the Mayor to sign the proposal from Griffith Remodeling for \$8,860 pending legal review. Village Attorney Chatfield asked if aside from the job specs if there was a written description of the project to be performed. Clerk Treasurer Kufel answered that we did a drawing of the requested job and a walkthrough, but confirmed there was no written description made. Village Attorney Chatfield asked if the contract amount is reasonable considering prevailing wage. Trustee Butterfield agreed that the amount seems reasonable. Mayor Atkinson noted Griffith Remodeling has performed satisfactory work for the Village in the past. Trustee Linnertz expressed he is not in favor of a stove in the kitchen due to fire safety concerns. Mayor Atkinson asked if the stove is in conflict with the Code. Trustee Linnertz said he would have to review the code to answer. Codes Enforcement Officer DiCarlo added that it is not conflict with the Code. Mayor Atkinson redacted his motion in order to further review the raised concerns. This issue will be revisited in a future Board Meeting.

RESOLUTION # 028 -15

**SCHEDULE PUBLIC HEARING FOR THE
2015 COMMUNITY DEVELOPMENT FUNDS (SPEND IN 2016)**

The Board received the packet from Onondaga Community Development. This was once \$50,000 dropped to \$35,000, and most recently \$30,000. Our current five (5) year plan is coming to an end and we need to make a plan for another five (5) year plan. Village Engineer Franco added that the goal is to have everything in line (all projects) by March 12th and the plan is due on the 23rd. Trustee Linnertz clarified that the amount is \$30,000 per year. Parks Director Roth if the aforementioned community development funds can be used to meet the grant matching requirement of the Al Stirpe funds for the Lonergan Park enhancements for which we would be required to pay \$25,000. The Mayor responded that if the grant is approved we will be able to use Community Development funds for that. Village Attorney Chatfield stated that we have to identify how the funds will be used and that it does not have to be a free standing project. He added that the Public Hearing is to receive input from residents on their opinion of where the funds should be spent. Trustee Fergerson noted he would like to see the new plan be expanded to heading south on Route 11 concentrating away from the Village center. Mayor Atkinson made a motion to schedule a Public Hearing on March 12th at 6:29 PM. The motion was seconded by Trustee Linnertz. The motion was unanimously approved.

ATTORNEY REPORT: Village Attorney Chatfield said recent discussions with Codes Enforcement Officer DiCarlo suggest that potential amendment(s) of the language to the zoning code may be required. Although he is not ready to discuss this issue further he will be meeting privately with the



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Mayor.

ENGINEER REPORT: Village Engineer Franco acknowledged receipt of information from the County which includes "eligible areas" for improvements and that tends to be where they choose to focus on for projects. She spoke of a newly discovered grant with the CFA (Consolidated Funding Application) for waste water sewer infrastructure planning to analyze system.

DEPARTMENT HEAD REPORTS:

Police Department: Police Chief Crowell said the new Police Officer is doing well, has successfully completed phase two (2) of the academy, and has begun his twelve (12) week field training.

Fire Department: Fire Chief Ellis reported that thus far this year the Volunteer Fire Department has responded to ninety seven (97) alarms: (37) rescue and (60) alarms. He said we they are actively recruiting. There is a generational gap between the current volunteers they have a vast number of twenty year veterans and brand new members. He stated the problem seems to be retention. He asked the Board to help with recruitment. He noted that the Fire Department website has recruitment application and information. He also noted that the website has regular updates.

Highway Department: DPW Superintendent spoke of keeping up with the demands of keeping the streets clear through the storm.

Parks & Recreation: No report.

Codes: Codes Enforcement Officer DiCarlo updated that she is still working on the fees schedule. She mentioned D&L is looking to place an addition on their building.

Clerk/Treasurer – Clerk Treasurer Kufel noted that she has been receiving the budgets from the departments. She noted that there is a savings of over \$40,000 on the health insurance component based on the new contract negotiations. The bonding paperwork was completed and signed on Wednesday, February 11th for the Streetscape Project.

DEPUTY MAYOR/TRUSTEES REPORT:

Trustee Linnertz: No report.

Trustee Fergerson: mentioned that the next Public Safety meeting will take place on March 2nd, 2015 at 4:00 PM.



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Trustee Butterfield: said the sign committee has had one meeting and the Complete Streets committee will meet on February 19th. He noted that he attended a NYCOM meeting in Albany with Deputy Mayor Henry.

Deputy Mayor Henry: Reported about the NYCOM meeting that the Attorney General expects to receive \$5.1 Billion from financial institutions and a majority of that money is supposed to be allocated for infrastructures of bridges, sewers, waters, etc. He asked Village Engineer Franco to see if she has heard of any additional infrastructure payment to be given to local Villages. He continued that there was a panel of experts that included two (2) Senators and two (2) Assemblymen that hope to see an increase in our grant infrastructure payments. He noted that the State Comptroller and Governor spoke at this event. He also took a class on the Tax Freeze and which spoke of a forecast budget for the next three years to be submitted to the Department of Budget (preferably by June 1st). He said it was nice to network with the other surrounding local town and village officials.

MAYOR'S REPORT:

Mayor Atkinson said the letters requesting local Village businesses to contribute to the flower baskets have been sent out. The second annual Fiscal Stress Monitoring report will be out shortly. This is a comparison with other local communities. Last year we scored extremely well in our efficiency and spending. The first meeting for Complete Streets/Re-Greening Grant initiative will take place on February 19th. He invited the Board and Department Heads to bring cost-saving strategies as we are reviewing the Budget.

He mentioned that during the Staff Meeting there was a discussion of a revamp of the website, implementation of stickers for fabricated studs, the clean-up of fire hydrants, and plans for dog park at Heritage. He added that would like to partner with a civic organization regarding the clean-up of hydrants.

He congratulated Teresa Roth on her selection to receive the Outstanding Service Award for Parks & Recreation Director. [Applause]. He continued that she is well known for her dedication and work ethic. He continued that Clay and Cicero residents benefit from her work. He continued that she has programs that extend to the participation from people in the entire county participates in events from North Syracuse. He concluded that this award is well deserved.



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Trustee Butterfield made a motion to adjourn at 7:08 PM. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.

Respectfully submitted,

Dianne M. Kufel
Village Clerk/Treasurer