

## **VILLAGE OF NORTH SYRACUSE**

### ***Regular Board Meeting***

Thursday, May 14th, 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 Fred Ferguson, and Trustee Gary Butterfield, and Trustee Paul Linnertz.

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

#### **RESOLUTION # 068-15**

#### **APPROVAL OF BOARD MEETING MINUTES**

Mayor Atkinson made a motion to approve the minutes from the April 23rd, 2015 Board Meeting. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

#### **RESOLUTION # 069-15**

#### **GENERAL FUND ABSTRACT APPROVAL**

Trustee Ferguson made a motion to approve the General Fund Abstract # 25 in the amount of \$98,810.86 covering Voucher # 1380 to Voucher # 1465. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.

#### **RESOLUTION # 070-15**

#### **SEWER FUND ABSTRACT APPROVAL**

Trustee Ferguson made a motion to approve the General Fund Abstract # 25 in the amount of \$81.87 covering Voucher # 14 to Voucher # 16. The motion was seconded by Trustee Butterfield. The motion was unanimously approved.

#### **RESOLUTION # 071-15**

#### **BUDGET TRANSFER**

Trustee Ferguson made a motion to transfer \$1,000 from A3410.474 Fire Department Diesel Fuel to A3410.24 Fire Department Radio & Pagers to cover the purchase of new pagers. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.



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**RESOLUTION # 072-15**

**BUDGET TRANSFER**

Trustee Ferguson made a motion to transfer \$1,130 from A3410.471 Fire Department Gasoline to A3410.24 Fire Department Radio & Pagers to cover the purchase of new pagers. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.

**CITIZENS' VOICE:** Pat Ferguson of 215 South Main Street announced as the Treasurer for the Family Festival, she welcomes donations for the event which is to take place on May 23<sup>rd</sup>. She acknowledged that some Board Members have already donated to this event. She said that the Parks Department has raffle tickets available for pre-sale. The raffle tickets are for jewelry donated by Welch's. She noted that this is the 10<sup>th</sup> anniversary of the event.

**OLD BUSINESS:**

**DISCUSSION OF HERITAGE DOG PARK**

Mayor Atkinson said we have been discussing many times at our Staff Meeting about possibly creating a dog park at Heritage Park. He continued that we posted a public poll on our website and the responses are overwhelmingly in favor of the dog park. He concluded that Parks Director Roth has applied for a Quality of Life Grant to fund this park. This item will be kept under "Old Business" as we continue to update on the progress.

**NEW BUSINESS:**

**RESOLUTION # 073-15**

**APPROVAL OF DPW SUMMER HIRES**

Mayor Atkinson acknowledged the Board has received a copy of the memo from DPW Superintendent Wilmer outlining the need for part-time summer hires. These will be part-time laborers not to exceed 20 weeks in duration. These are returning employees from last summer; James Terranova will be extending his previously approved status for another 20 weeks. Trustee Linnertz made a motion to approve the extension of employment for James Terranova and the following returning positions:

| Name        | Title             | Rate           |
|-------------|-------------------|----------------|
| Ron Forss   | Part-Time Laborer | \$10.50 / hour |
| Terry Baker | Part-Time Laborer | \$10.00 / hour |

The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

**RESOLUTION # 074-15**

**APPROVAL OF PARK STAFF WITH INCREASES**

Mayor Atkinson acknowledged the Board has received the listing from Parks Director Roth outlining



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the returning staff, their position, old rate, and new rate increase. Trustee Ferguson questioned the rate of two returning employees. Trustee Ferguson made a motion authorize this listing that will become Exhibit A of these minutes. The motion was seconded by Trustee Butterfield. The motion was unanimously approved.

**RESOLUTION # 075-15**                      **APPROVE ELEVATTIT AGREEMENT FOR COMMUNITY CENTER**

Trustee Ferguson made a motion authorizing the Mayor to sign the Elevattitt agreement that is exactly the same as last year, covering 06/01/15 through 05/31/16 at a quarterly inspection rate of \$375. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.

**RESOLUTION # 076-15**                      **APPROVE ABJ FIRE PROTECTION AGREEMENT FOR COMMUNITY CENTER**

Deputy Mayor Henry made a motion authorizing the Mayor to sign the ABJ Fire Protection agreement covering 06/01/15 through 05/31/16 a quarterly inspection rate of \$178 per test, to be tested twice a year in June and December of 2015, totaling \$356. The motion was seconded by Trustee Butterfield. The motion was unanimously approved.

**RESOLUTION # 077-15**    **APPROVE SRI FIRE PROTECTION AGREEMENT – FIRE DEPT. STATION 1 AND 2**

Mayor Atkinson acknowledged the Board was copied on the agreements for the inspection of the wet pipe sprinkler systems for Station 1 and Station 2 at \$200 per inspection. Conversation ensued because Trustee Ferguson inquired about the two different companies for the fire protection agreement. Trustee Ferguson made a motion to authorize the Mayor to sign the aforementioned agreement covering 1/1/15 thru 12/31/15. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.

**RESOLUTION # 078-15**    **DISCUSS/APPROVE CHANGE ORDER #2 –EZ PAVING -VLG. CTR. STREETSCAPE**

Mayor Atkinson acknowledged the Board received a copy of Change Order # 2. This also had attachments of Change Order Proposal 3 and 4 from EZ Paving which made some of the numbering confusing. This adds costs associated with the electrical risers and conduit for all future light poles to be installed in future years. He added it will be advantageous to put in the conduit for future expansion because the groundwork will be all set. He said although adding the electrical would cost \$17,586, we get a credit of \$7,539 for reducing road borings, thus our net cost is \$10,047. Trustee Ferguson made a motion to authorize the Mayor to sign Change Order #2 for \$10,047. The motion was seconded by Trustee Butterfield. The motion was unanimously approved.



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**RESOLUTION # 079-15 DISCUSS/APPROVE CHANGE ORDER #3 –EZ PAVING -VLG. CTR. STREETSCAPE**

Mayor Atkinson explained that this has to do with the unforeseen event of discovering contaminated soil. Change Order # 3 is for the removal of contaminated soil for \$1,712 and the pavers at doorways on the East Side for \$3,922, at a grand total of \$5,634. Trustee Butterfield recognized the aforementioned change order only covers the main door of Plank Road Printing and not the door at the property that leads to upstairs apartments. Trustee Ferguson made a motion to authorize the Mayor to sign Change Order # 3 for \$5,634. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.

Mayor Atkinson asked Clerk Treasurer Kufel to provide a basic overview of the basic funding of the three components of this project. Clerk Treasurer Kufel said it was agreed upon to spend up to \$350,000 from fund balance, bond for \$350,000, and the Save the Rain funds of \$300,000 (which we had to match). That's a total of \$1,000,000. Additionally, there was \$30,000 in Community Development. Thus, earmarked is \$1,030,000 for the job. Trustee Linnertz asked about our current status. Clerk Treasurer Kufel replied that right now we are at \$1,027,000. Although, the Board authorized tonight an additional \$15,681 with the change orders. She said as she closes out the year-end books she tries to find any extra monies to balance off and take care of any shortages rather than take it from fund balance. Trustee Linnertz express a need to use caution to not go over budget. Mayor Atkinson stated that although we have had some unforeseen circumstances we had to address we are still on target. Trustee Ferguson asked if the project is running on schedule. Village Engineer Franco responded that as far as she knows it is close to schedule. Trustee Butterfield noted that he does not believe they can finish by the due date of 29<sup>th</sup>, due to unforeseen issues, but that he expects it to be finished close to that date.

**ACCEPT RESIGNATION - PLANNING BOARD & PUBLIC SAFETY BOARD**  
**MEMBER CHARLOTTE LAPORTE**

The Board was copied on the resignation letter from long time Planning Board member Charlotte LaPorte as she is moving out of the North Syracuse area. Mayor Atkinson said she was a dedicated constituent to this community for many years. She served on the Planning Board since January 1999. She began filling in for Audrey Tafel, and subsequently was appointed. She was an active member of the Public Safety Committee, Family Festival, NOPL Library, and often came to Board Meetings to commend the Board and Department Heads on issues that inspired her. She will be greatly missed. He concluded that it is hard to find dedicated community-driven people like her to sit on Boards and volunteer their time as she did.



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**RESOLUTION # 080-15**

**APPROVE RED HAWK (5) YEAR MONITORING AGREEMENT**

Trustee Linnertz noted that the contract does not explicitly list the address to be serviced. Mayor Atkinson noted that the agreement is to be corrected to at the Village Hall address. Trustee Ferguson made a motion authorizing the Mayor to sign the corrected Red Hawk agreement to monitor our fire alarm system at Village Hall, effective 04/13/15 through 04/13/20 at \$20 per month or \$240 per year. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.

**RESOLUTION # 081-15**

**AUTHORIZE (3) YEAR LEASE PAPERWORK FOR 2015 FORD EXPLORER**

Trustee Ferguson made a motion to authorize the Mayor sign the paperwork for the 3 year lease for the new 2015 Ford Explorer that is already in the budget. The motion was seconded by Trustee Linnertz. The motion was unanimously approved.

**RESOLUTION # 082-15**

**APPROVE MONTHLY REIMBURSEMENT CELL PHONE USE  
ASSISTANT FIRE CHIEF R. LIBERATORE**

Trustee Ferguson made a motion to approve the expenditure to reimburse Robert Liberatore \$35 per month for the use of his personal mobile phone for Village/Fire Department business. The motion was seconded by Trustee Butterfield. The motion was unanimously approved.

**RESOLUTION # 083-15**

**SURPLUS 2008 CROWN VICTORIA – POLICE DEPARTMENT**

Police Chief Crowell requested that the 2008 Crown Victoria to be surplussed and disposed of as best deemed fit for the Village. Mayor Atkinson made a motion to authorize the surplus of this vehicle. The motion was seconded by Trustee Butterfield. The motion was unanimously approved.

**ATTORNEY REPORT:** No report.

**ENGINEER REPORT:** Village Engineer Franco said a few weeks back she followed up on some requests for the Quality of Life Grant but has not had any news since.

**DEPARTMENT HEAD REPORTS:**

**Police Department:** Police Chief Crowell reported that his department has been busier. He said there are some trainings occurring starting next week. He concluded that he is pleased to report that we received a favorable recommendation for accreditation. The next step is for the report to be sent to the Accreditation Council in Albany next month. Finally, it is accepted, we will receive New York State Accreditation. Mayor Atkinson congratulated Police Chief Crowell.



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**Highway Department:** DPW Superintendent Wilmer said his team has been busy with brush pick up, park maintenance, and rebuilding storm drains throughout the Village. He has had to address issues such as a power outage at Vet's Memorial which should be resolved next week.

**Parks & Recreation Department:** Parks Director Roth said the playground at Heritage Park is installed and already in use. The summer program flyer was distributed in the newspaper. Boater safety course will be held on May 30<sup>th</sup> and it is an eight hour class. Pools passes are being sold and the pool opens June 12<sup>th</sup>. The Family Festival is coming up on May 23<sup>rd</sup> from 11:00 AM – 5:00 PM at Loneragan Park. She noted there will be lots of arts and crafts for the kids. The Memorial Day parade will start at 9:00 AM on Monday, May 25<sup>th</sup>.

**Codes Department:** Codes Enforcement Officer DiCarlo said there are businesses that are under construction such as Miracles Hair Salon on South Bay Road; they are working to bring the building up to code. She said property on 201 South Main owned by Falcone which used to be BT Enterprises will now be converted to two apartments. Highway Oil is coming before the Board to put up car repair shop. D&L is still working on the getting all their paperwork together to us for the addition. Store America is going up to the Planning Board in June to take over Garry Spring Storage.

**Clerk/Treasurer** – Clerk Treasurer Kufel said Deputy Clerk Treasurer Denise Papa has turned in her official resignation notice and will be leaving at the end of June. She is looking to fill her position. She continued that she is creating a Fund Balance Policy to bring to the Board for approval. By June 1<sup>st</sup>, the Village is required to submit an Efficiency Plan. She is working on this and she welcomed Board members to submit recommendations to her. She expanded that in order for the constituents to continue to receive their rebate checks, the Village has to show that they are trying to consolidate, share services, group purchase, efficiencies, etc.

**Fire Department:** Absent.

**DEPUTY MAYOR/TRUSTEES REPORT:**

**Trustee Linnertz:** Said the Planning Board will meet next Thursday and he also planned to acknowledge Charlotte LaPorte's service under his report. She will be missed.

**Trustee Ferguson:** Said the next Public Safety meeting will take place on June 1st, 2015 at 4:00 PM. He said they are short one member now that Charlotte LaPorte has resigned. He wished luck to the Board Members that are running for the Mayor position.



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**Trustee Butterfield:** Said the Sign Committee has been meeting and expect two more meetings to make recommendations to possibly change Local Laws. He said last night he attended the Complete Streets / Re-Greening Committee to talk about ways to make our community more bike able, walkable, and ways to make our Village healthier. He said he reported to Codes department of a location where there are four unlicensed vehicles and the Codes Department reacted in a timely fashion. He concluded that the North Baptist Church has an annual law enforcement appreciation on Sunday, May 17<sup>th</sup> at 10:45 AM wherein law enforcement personnel are expected to be honored. He noted this year's guest speaker is a retired Law Enforcement Officer from Canada.

**Deputy Mayor Henry:** Said he is in charge of the dunk tank at the Family Festival and he organized three county legislators to participate in the dunk tank. Additionally, other dunk tank participants will be the Village Mayor of East Syracuse, Supervisor of Town of Salina, Fire Department member, and a local Funeral Director. He added that to commemorate the 10<sup>th</sup> anniversary of the festival there will be a money machine in which participants that purchase tickets will have 30 seconds to grab as much flying cash as they can.

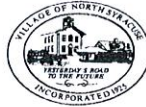
**MAYOR'S REPORT:**

He asked Village Engineer Franco to recall the name of the grant opportunity for \$1,000,000 to completely redo Chestnut Street. She replied that she believes it to be Tiger Grant. He said he reviewed many opportunities with Mary Burgoon of CHA. They came across a possible good opportunity for \$250,000 which requires some matching from the Village. He said he is looking for Board input on pursuing such opportunities. Although he noted that he has been trying to work with the county to complete projects. This month Casey Jordan said he will propose legislation to finish the sidewalk for \$125,000. Thus, this may occur on its own. He said although the fund balance is healthy, he feels it could be better. Trustee Butterfield said he would rather not pull additional funds from the fund balance this year. Village Engineer Franco said there are some Streetscape Grants from National Grid and it is a rolling application.

He remarked that the flower donations have exceeded last year's amount by \$120. The ongoing effort to date is \$1,740.

He said Animal Control Shared Services agreement with Town of Clay seems to be going well.

He continued that this past weekend at the VFW, Gold Star Mother Mary Burgen was honored and presented with a proclamation that May 11<sup>th</sup>, 2015 is Mary Burgen Day. She has lived in the Village of North Syracuse for over 40 years and is a long time life member of the VFW.



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Chicken BBQ takes place on Saturday, May 16<sup>th</sup> from 11:00 AM until whenever they are sold out. The cost is \$9 and it usually sells out fast. This event which is hosted by the Ladies Auxiliary is to help support the North Syracuse Volunteer Fire Department.

Also this weekend is the Village wide garage sale on both Saturday and Sunday. He noted there are about a dozen addresses registered.

He encouraged everyone to donate blood at the North Syracuse Fire Department Blood Drive which will be held Tuesday, May 26<sup>th</sup> from 2:00 PM - 7:00 PM.

He said there were two fatalities on Route 11 recently. There has been some discussion of the speed limit on Route 11. He asked Trustee Ferguson to discuss possibly reducing the speed limit on Route 11 to 30 MPH. Trustee Ferguson asked if we could pose a poll question on the website regarding reducing the speed limit to attain resident feedback. Mayor Atkinson praised the idea and will discuss this further with the staff.

Mayor Atkinson commended Police Chief Crowell on excelling in his department's accreditation review. This is reflective of our Police Officers receiving proper training. He says this helps reduce the Village's liability.

Trustee Butterfield noted that his father just turned 99 years old Veteran and expects to be at the parade. Parks Director Roth invited him to ride on the float.

Trustee Butterfield made a motion to adjourn at 7:12 PM. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

Respectfully submitted,

Dianne M. Kufel  
Village Clerk/Treasurer



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Exhibit A

**Parks Department Summer Staff 2015**

| <i>Staff Name</i>           | <i>Position</i>                       | <i>2014 Rate</i>                           | <i>Proposed 2015</i> |
|-----------------------------|---------------------------------------|--------------------------------------------|----------------------|
| <i>David Campbell</i>       | <i>Swim Facility Manager</i>          | <i>\$11.25</i>                             | <i>\$11.75</i>       |
| <i>Kenneth Ryan III</i>     | <i>Asst. Swim Facility Manager</i>    | <i>\$9.50</i>                              | <i>\$10.00</i>       |
| <i>Kelly Festa</i>          | <i>Lifeguard</i>                      | <i>\$8.25</i>                              | <i>\$8.85</i>        |
| <i>Daniel Eager</i>         | <i>Lifeguard</i>                      | <i>\$9.50</i>                              | <i>\$10.00</i>       |
| <i>Maria Miner</i>          | <i>Lifeguard</i>                      | <i>\$8.25</i>                              | <i>\$8.85</i>        |
| <i>Steve Cooley</i>         | <i>Lifeguard</i>                      | <i>\$8.25</i>                              | <i>\$8.85</i>        |
| <i>Scott Cooley</i>         | <i>Lifeguard</i>                      | <i>\$8.35</i>                              | <i>\$8.95</i>        |
| <i>Kacy Williams</i>        | <i>Lifeguard</i>                      | <i>\$8.35</i>                              | <i>\$8.95</i>        |
| <i>Mitchell Eager</i>       | <i>Lifeguard</i>                      | <i>New</i>                                 | <i>\$8.85</i>        |
| <i>Michael Ferguson</i>     | <i>Substitute Lifeguard</i>           | <i>New</i>                                 | <i>\$8.75</i>        |
|                             |                                       |                                            |                      |
| <i>Nathan Salisbury</i>     | <i>Recreation Aide</i>                | <i>\$8.50</i>                              | <i>\$9.10</i>        |
| <i>Katherine Carr</i>       | <i>Recreation Activity Specialist</i> | <i>\$10.50</i>                             | <i>\$11.10</i>       |
| <i>Tiffany Ryan</i>         | <i>Recreation Activity Specialist</i> | <i>\$8.25</i>                              | <i>\$8.85</i>        |
| <i>Emily Baumgarden</i>     | <i>Recreation Aide</i>                | <i>\$8.10</i>                              | <i>\$8.85</i>        |
| <i>Rachael Buchanan</i>     | <i>Recreation Aide</i>                | <i>New</i>                                 | <i>\$8.85</i>        |
| <i>Kristin Inthirakot</i>   | <i>Recreation Aide</i>                | <i>\$8.10</i>                              | <i>\$8.85</i>        |
| <i>Megan Baumgarden</i>     | <i>Recreation Aide</i>                | <i>\$8.25</i>                              | <i>\$9.00</i>        |
| <i>Molly Harrington</i>     | <i>Recreation Aide</i>                | <i>\$8.50</i>                              | <i>\$9.10</i>        |
| <i>Aryle Gross</i>          | <i>Recreation Leader</i>              | <i>\$9.60</i>                              | <i>\$10.20</i>       |
| <i>Madeline Slifka</i>      | <i>Recreation Aide</i>                | <i>\$8.00</i>                              | <i>\$8.85</i>        |
| <i>Daniel Dennis</i>        | <i>Recreation Aide</i>                | <i>Worked in 2012 &amp; 2013, not 2014</i> | <i>\$8.90</i>        |
| <i>Garrett Coleman</i>      | <i>Recreation Aide</i>                | <i>New</i>                                 | <i>\$8.75</i>        |
| <i>Ronnie Puma</i>          | <i>Recreation Aide</i>                | <i>New</i>                                 | <i>\$8.85</i>        |
| <i>Courtney Lepore</i>      | <i>Recreation Leader</i>              | <i>\$11.00</i>                             | <i>\$11.60</i>       |
| <i>Danielle Luckenbaugh</i> | <i>Recreation Leader</i>              | <i>\$12.00</i>                             | <i>\$12.75</i>       |
| <i>Gregory Roth</i>         | <i>Parks Laborer</i>                  | <i>\$12.75</i>                             | <i>\$13.25</i>       |
| <i>Casey Wilmer</i>         | <i>Recreation Leader</i>              | <i>\$9.25</i>                              | <i>\$9.75</i>        |
| <i>Gayle James</i>          | <i>Craft Instructor</i>               | <i>\$11.10</i>                             | <i>\$11.60</i>       |