



VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

Thursday, June 12, 2014 @ 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, Trustee Paul Linnertz.

Personnel Present: Village Clerk/Treasurer Dianne Kufel, Police Chief Michael Crowell, DPW Superintendent Gary Wilmer, Parks Director Teresa Roth, Village Engineer Mary Burgoon, and Village Attorney Scott Chatfield.

RESOLUTION # 113-14

APPROVAL OF MINUTES

Trustee Ferguson made a motion to approve the minutes from the May 22nd, 2014 Board Meeting. The motion was seconded by Trustee Linnertz. The motion was unanimously approved.

RESOLUTION # 114 -14

GENERAL FUND (OLD BUDGET DISBURSEMENTS) ABSTRACT APPROVAL

Trustee Linnertz made a motion to approve the General Fund Abstract #27 in the amount of \$98,247.12 covering voucher # 1469 to Voucher # 1532. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

RESOLUTION # 115 -14

GENERAL FUND (NEW BUDGET DISBURSEMENTS) ABSTRACT APPROVAL

Trustee Ferguson made a motion to approve the General Fund Abstract #1 in the amount of \$48,230.01 covering voucher # 1 to Voucher # 26. The motion was seconded by Trustee Linnertz. The motion was unanimously approved.

RESOLUTION # 116-14

NEW BUDGET TRANSFER

Trustee Ferguson made a motion to transfer \$560 from A5182.411 Street Lighting at Centerville to A5182.21 Crosswalk Lighting to cover pole increase cost for lighted crosswalk notification at Goettel Park. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.



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RESOLUTION # 117-14

OLD BUDGET TRANSFER

Trustee Ferguson made a motion to transfer \$1,000 from A5142.2 Snowplow Cable/ Salt Spreader to A5142.14 Personal Serviced DPW Snow Overtime to balance account—more overtime paid this past winter due to snowier season. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.

RESOLUTION # 118-14

OLD BUDGET TRANSFER

Trustee Linnertz made a motion to transfer \$1,730.76 from A3389Q SLETPP 2013 Grant Revenue to A3120.211 Police Ballistic Shield to offset expenditure for Ballistic Shield. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

RESOLUTION # 119-14

OLD BUDGET TRANSFER

Trustee Ferguson made a motion to transfer \$690 from A5110.475 Equipment Maintenance to A5110.21 Equipment Miscellaneous to balance account for purchase of frame dump lock. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.

RESOLUTION # 120-14

OLD BUDGET TRANSFER

Trustee Linnertz made a motion to transfer \$873.77 from A5142.21 Snow Removal Equipment to A5142.14 Personal Services DPW Snow Overtime to balance account—more overtime paid this past winter due to snowier season. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.

CITIZENS' VOICE:

Joe Stanzo of Big Dip located at 216 North Main Street stated the tripping device on Church Street heading west on Church Street at the South Bay Road intersection does not work. He explained that traffic waits two to three cycles before a change. Gary will contact the company in charge of this device.

OLD BUSINESS:

VILLAGE CENTER / STREETScape PLAN – PUBLIC COMMENT:

Mayor Mark Atkinson met with the nine businesses on Route 11 that are most directly affected by the Streetscape project that will change egress and regress on Route 11 for aesthetics and safety. Mayor Mark Atkinson sent a letter inviting all businesses that will be affected by the upcoming Village



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Center / Save the Rain Project Board Meeting. Mayor Mark Atkinson asked Village Engineer Mary Burgoon to speak about the Streetscape project to the citizens in attendance. Mary spoke of plans moving along well. At this time she is still expecting some pieces of the survey to filter in. She updated on the many options and research associated with the 7-Eleven parking lot access. They have been looking into making access into 7-Eleven safer and more convenient for north bound traffic making right turn to Chestnut Street. They considered placing a stop bar on the other side of the driveway. However, DWT did not approve this proposed solution for various reasons including that it could confuse drivers approaching intersection. She noted that Jeff Bach was pleased with DWT's findings. Therefore, the driveway configurations will remain as is. An alternate solution currently under consideration is to place signage stating right turns only during specified times. Mary stated that although National Grid cannot move or consolidate poles, they can get rid of two poles. Some poles will be replaced with straighter and taller poles. Some transformers and lines can be consolidated.

Trustee Butterfield inquired if a green turn arrow can be placed on Chestnut Street and Centerville Place. On Centerville Place there is a left turn lane. He stated traffic travelling east on Chestnut Street approaching Route 11 are often congested because of people trying to make left turns. Trustee Linnertz inquired if there are sensors on the road that can be re-programmed possible to change traffic patterns, actually rotating stops, like the Bear Road and Route 11 intersection. Mary will report back with an answer which will depend on the age of the apparatus.

Donna Pascarella of Donatella's Salon & Day Spa on 218 North Main Street stated she believes the traffic congestion is minimal and only occurs during a couple of hours of the day. Mayor Mark Atkinson affirmed that the ability for citizens to interact with the Board with their concerns and observations is advantageous feature about small government. He stated that having a reactive government is a perk of residing in the Village.

Trustee Butterfield informed the Board that Goettel Park's new concrete on the sidewalk, which looks like planks, have not been replaced yet. There was a water leak and OCWA (utility company) had to dig up an area. Upon completion, OCWA was supposed to fix the area in question to the way it looked before. This was not done accurately; the area was covered with pavement. Gary will contact OCWA to get a time frame when the area in question will be repaired properly. Mayor Mark Atkinson will revisit this issue at a later date.

NEW BUSINESS:

2008 FORD ESCAPE - DISCUSSION

Chief Crowell's current vehicle 2008 Ford Escape is being replaced with 2011 Chevy Caprice. Several



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options were considered on what to do with the 2008 Ford Escape:

- a) Surplus and sent it to auction.
- b) Surplus and receive fair market value from dealer.
- c) Retain the vehicle and redirect the use to another department(s) such as Animal Control and Code Enforcement.

A new refurbished engine was recently put into the 2008 Ford Escape. Upon discussion, Mayor Mark Atkinson recommended to retain and redirect the use of the vehicle in question. The Board was in favor of this proposed solution.

RESOLUTION # 121-14

SURPLUS – 2004 FORD EXPEDITION

Animal Control and Codes Enforcement Officer share the use of the 2004 Ford Expedition which has over 77,000 miles. Per the discussion above, The Board has decided to redirect the use of the 2008 Ford Escape from Police Department to the shared use of Animal Control and Codes Enforcement Officer. Trustee Linnertz made a motion to surplus the 2004 Ford Expedition. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

RESOLUTION # 122-14

SURPLUS – 2008 SERVER

The Board was copied on the value information of the old 2008 server downstairs. Peter Knowles, our Computer Contractor, has offered \$1,500 for it. For due diligence, we checked with another Computer Specialist and they suggested a sale price of \$1,000. Furthermore, we researched the value online and found this server for sale for \$1,325. Mayor Mark Atkinson made a motion to surplus the server with Advanced Network Design for \$1,500. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

RESOLUTION # 123-14 **AUTHORIZE CLERK/TREASURER BUDGET TRANSFERS TO CLOSE FY 5/31/14**

Mayor Mark Atkinson made a motion to authorize Clerk/Treasurer to do budget transfers to close fiscal year May 31, 2014 for Dianne to officially close out the accounts by doing the closing budget transfers that are necessary. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

RESOLUTION # 124-14

CICERO TAX ROLL CORRECTION – TIMEWARNER

Mayor Mark Atkinson made a motion to credit Timewarner for the amount of taxes owed in Cicero. Timewarner pays the Village a special franchise fee to operate in the public right of way. Real Property Tax Law provides that the taxes levied need to be deducted/credited from the tax roll. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.



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RESOLUTION # 125-14

CLAY TAX ROLL CORRECTION – TIMEWARNER

Mayor Mark Atkinson made a motion to credit Timewarner for the amount of taxes owed in Clay. Timewarner pays the Village a special franchise fee to operate in the public right of way. Real Property Tax Law provides that the taxes levied need to be deducted/credited from the tax roll. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

RESOLUTION # 126-14

CLAY TAX ROLL CORRECTION – NORTH SYRACUSE CENTRAL SCHOOLS

The Board received the correction from Rob Bick of Town of Clay changing from 35 units to 9.5 units due to a clerical error on this Village Tax Bill. Mayor Mark Atkinson made a motion to authorize the correction of this property to be \$327.75. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

RESOLUTION # 127-14

STREET PAVING LIST FY 14/15 SUPPORTED BY CHIPS MONIES

The Board was provided with a memo list from Gary of priority of the streets recommended to be paved based on his rotation of streets. This is proposed to be done with CHIPS monies. Additionally, the State has given an additional \$11,666 due to the extreme weather we had, for a grand total of \$117,389.82. Mayor Mark Atkinson made a motion to approve the paving schedule to include Highland Avenue, Mildred Avenue, Sheffield Road, Single Drive (100 block), Wells Avenue East (200 and 300 Block), Wilshirl Drive, and Wells Avenue West (100 and 200 block). The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

DISCUSS TREE LICENSES / DEBRIS REMOVAL / VILLAGE CODE

Mayor Mark Atkinson acknowledged the Board received the current Tree License application, our Village code, and related documents. There have been complaints about Arborists leaving stumps and large tree trunks behind. Mayor Mark Atkinson asked Scott and the Board to review current practices and provide feedback to see if better guidelines can be implemented to prevent these issues and provide a better process. This issue will be discussed in the staff meeting as well. This will be tabled to be discussed further at a later date.

RESOLUTION # 128-14

APPROVE/AUTHORIZE (3) YR. LEASE – 2011 CHEVY CAPRICE - BUDGETED

The Board received the paperwork regarding the 2011 Chevy Caprice and the banking information associated with financing. Trustee Ferguson made a motion to authorize the Mayor to sign the paperwork associated with this budgeted vehicle for a 3 year lease at 2.41% at a purchase price of



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\$19,372.04. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.

APPOINTMENT OF PERMANENT PART-TIME CLERK – BUDGETED

The Board acknowledged receipt of information to extenuate, Julia Getman, as a permanent part-time Clerk working for the Clerk Treasurer to assist with the duties associated with this job. She previously was only hired short term thru May 31, 2014, to cover a short leave. Trustee Linnertz affirmed to table into Executive session pending an employment issue.

ATTORNEY REPORT: Scott informed that he will be looking into the matter of the current tree license application and processes.

ENGINEERING REPORT: No report.

DEPARTMENT HEAD REPORTS:

Police Department: Police Chief Crowell stated the background checks for the new hires are still in progress. He informed everyone that the 2013 Annual Report is on the website and welcomed questions. The County is disputing the issuance of reimbursement of funds for the bullet proof vests that were purchased. The dispute is disbursing federal funds to state. Attorney general will compensate agencies that have purchased the bullet proof vests. Officer Florian will return to light duty on June 18th and shall return to full duty on June 24th.

Highway Department: Gary spoke of storm drain work in progress due to severe winter season and the continuation of parks projects such as installing park equipment. Recently a few employees' parents passed away at the same time frame and that caused a temporary manpower deficit.

Parks & Recreation: Parks Director Teresa Roth promoted tomorrow's opening of the pool. Summer concert series will begin June 25th and run for 9 weeks. She continues to accept summer program registrations; the summer program begins June 30th. Training of the summer and pool staff has progressed. Teresa thanked Deputy Mayor Henry for being in attendance at the Pet Pawty that took place at Heritage Park and serving as a judge during the pet parade. She encouraged attendance for the blood drive that is concurrently taking place downstairs.

Clerk/Treasurer – Spoke of the mostly favorable audit results recommended on the Comptroller's



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draft report. There is one item that must be answered to by July 7th, which they want the full board (or a selected Audit Committee) to audit each claim. The follow up exit interview with the audit comptroller's office will take place Tuesday, June 17th with the Mayor as well as herself.

Fire Department: Absent.

Codes: Absent.

DEPUTY MAYOR/TRUSTEES REPORT:

Trustee Linnertz: Spoke of his surprise with the auction that took place at Hoover Flowers that took place yesterday. Trustee Linnertz stated that he is saddened to state that Officer Rocco DePerno will be leaving the Village after 13 years of service in order to work closer to his residence. Trustee Linnertz said that Officer DePerno is a "good guy", acknowledged that Officer DePerno has been a great asset to the Village and will be missed. He reported that of the two fires that the fire department recently responded to, there were "Welcome to the Village of North Syracuse" banners hanging inside the properties in question. On one occurrence the banner was left on site; but on the second occurrence Officer DePerno confiscated the banner as Village property. Trustee Linnertz asked Scott about the legality in the matter to confirm that the red banners that hang on the street lights indeed belong to the Village. The Chamber of Commerce purchased the banners and donated it to the Village. Scott confirmed the banners are Village property. He went on to say that if the banner was blown away by the wind and landed on someone's property is a different matter than if the circumstance is that someone removed. Trustee Linnertz affirmed that neither residence were located near Route 11. Chief Crowell added that Officer DePerno returned the banner to Teresa and she decided not to press charges. Teresa said that we were not aware that the banner was missing at the time and the person in question claimed to have "found" the banner. Mayor Mark Atkinson stated that we shall continue to observe this situation.

Trustee Ferguson: acknowledged that copies of the safety meeting minutes that occurred on June 2nd were distributed. He mentioned that they are studying parking situation in several of areas in the Village. A committee will be gathered to bring recommendations to the Board regarding parking regulations (system wide) or for the three specified areas in the report. Next Public Safety Meeting to be held on Monday, September 8th, 2014 at 4:00 PM at the Community Center. He informed everyone that Deputy Mayor Henry and himself will be attending in a leadership institute (RIT) training in Rochester on June 18th.

Trustee Butterfield: No report.

Deputy Mayor Henry: spoke of attending I81 Viaduct Project meeting at the State Office Building.



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We were asked by DOT to attend because we are considered a “participating agency” because the project will run through our municipality. This will run from Interstate 481 North and Interstate 481 South. It will take years before they decide how to execute their project. Currently they have 17 plans they are considering. Many of these meetings are open to the public. He confirmed he will be in attendance with Trustee Ferguson at the leadership institute training.

MAYOR'S REPORT

Mayor Mark Atkinson spoke of ongoing Teamsters 317 negotiations due to one issue that both sides are not in agreement yet. We are exploring different health insurance options. He encouraged attendance at the informational health insurance meeting that will take place on June 13th. There will be a morning and afternoon session open for all employees to attend and receive information on this plan that is under consideration. The meetings are scheduled for 10:00 AM and 2:00 PM respectively. The Mayor made the mention of a communication with Al Stirpe's office and there could be some funds of up to \$250,000 becoming available to us. Mayor Mark Atkinson requested everyone to provide a list of their preferred projects for this opportunity to be reviewed at a later date. Mayor Mark Atkinson praised Dianne and Department Heads for all the great work that resulted in favorable audit results from Comptroller's office. The report finds that there are great positive controls in place. However, there is one item that must be answered to by July 7th, which they want the full Board (or a selected Audit Committee) to audit each claim on the abstract. The follow up exit interview with the audit comptroller's office will take place Tuesday, June 17th. There is a scheduled meeting with Onondaga County Purchasing for their assistance with the Pool Concrete Replacement. Mayor Mark Atkinson said that Officer DePerno “has been an outstanding Police Officer”. He expanded that Officer DePerno is knowledgeable and has a great personality. Officer DePerno interacted well with the community and did a great job for us. Speaking about community policing, Mayor Mark Atkinson said referred to Officer DePerno as “type of guy you want to have on your community police force because of his interaction skills with everybody.” He will be missed and wishes him well.

Mayor Mark Atkinson made a motion to adjourn to Executive Session at 7:12 PM to discuss an employment issue and he expects to take action upon return. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

The Board returned to regular session at 7:26 PM.

RESOLUTION 129-14

APPOINTMENT OF PERMANENT PART-TIME CLERK

Mayor Mark Atkinson made a motion to appoint Julia Getman as a permanent part-time Clerk at



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a rate of \$15.00 per hour. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

Trustee Butterfield made a motion to adjourn at 7:27 PM. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

Respectfully submitted,

Dianne M. Kufel
Village Clerk/Treasurer