

Village of North Syracuse
Regular Board Meeting
May 10, 2012 at 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 Atkinson inviting everyone present to join in the Pledge of Allegiance.

ROLL CALL: Mayor Mark Atkinson, Deputy Mayor Chuck Henry, Trustee Gary Butterfield, Trustee Fred Ferguson and Trustee Paul Linnertz were present.

PERSONNEL PRESENT: Clerk-Treasurer Dianne Kufel, Parks Director Teresa Roth, Codes Enforcement Officer Pam DiCarlo, Police Chief Tom Connelly, DPW Sup't. Gary Wilmer, Village Engineer Amy Franco, Village Attorney Scott Chatfield.

RESOLUTION # 076-12

APPROVAL OF MINUTES

Trustee Ferguson made a motion to approve the minutes from the April 26, 2012 Board Meeting. Deputy Mayor Henry seconded the motion. The motion was carried unanimously.

RESOLUTION # 077-12

GENERAL FUND ABSTRACT APPROVAL

Trustee Ferguson made a motion to approve the General Fund Abstract #25 in the amount of \$74,787.01 covering Voucher #1281 to Voucher #1334; the motion was seconded by Trustee Butterfield. The motion was carried unanimously.

RESOLUTION #078-12

SEWER FUND ABSTRACT APPROVAL

Trustee Linnertz made a motion to approve the Sewer Fund Abstract #25 in the amount of \$97.28 covering Voucher #21 to #23. Trustee Ferguson seconded the motion. The motion was carried unanimously.

RESOLUTION # 079-12

BUDGET TRANSFER

Trustee Linnertz made a motion to approve the transfer of \$1,000 from Account A3410.1 (Fire Dept. Pers. Svcs. Firehouse Caretaker) to A3410.260 (Fire Dept. Emerg. Escape System). The motion was seconded by Trustee Ferguson. The motion was carried unanimously.

RESOLUTION # 080-12

BUDGET TRANSFER

Trustee Linnertz made a motion to approve the transfer of \$10,000 from Account A3410.12 (Fire Dept. Admin. Ass't. Part-time) to A3410.260 (Fire Dept. Emerg. Escape System). The motion was seconded by Dep. Mayor Henry. The motion was carried unanimously.



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RESOLUTION # 081-12

BUDGET TRANSFER

Trustee Ferguson made a motion to approve the transfer of \$1,097.52 from Account A1990.4 (Contingency Account) to A1620.457 (Safety Compliance Village Hall). The motion was seconded by Trustee Linnertz. The motion was carried unanimously.

RESOLUTION # 082-12

BUDGET TRANSFER

Trustee Ferguson made a motion to approve the transfer of \$242.00 from Account A7550.417 (Celebrations/Misc. Holiday Parade/Halloween) to A7550.21 (Flags). The motion was seconded by Trustee Butterfield. The motion was carried unanimously.

CITIZENS' VOICE: No one responded.

RESOLUTION # 083-12

APPROVE FULL-TIME SEASONAL DPW SUMMER LABORER

Mayor Atkinson made a motion to appoint Neil Dorr as a seasonal full-time laborer at \$10/hour beginning Monday, May 14th. The motion was seconded by Trustee Butterfield. The motion was unanimously approved.

RESOLUTION # 084-12

APPROVE FULL-TIME SEASONAL DPW SUMMER LABORER

Mayor Atkinson made a motion to appoint Brian West as a seasonal full-time laborer at \$9/hour beginning Monday, May 14th. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

RESOLUTION # 085-12

APPROVE BACK-UP/FILL-IN FOR ANIMAL CONTROL

Mayor Atkinson made a motion to appoint Patricia Richards as the back-up/fill-in for Animal Control at \$15/hour for a minimum of 2 hours for each call. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

MS4 ANNUAL REPORT PRESENTATION

Mayor Atkinson explained that MS4 basically means water runoff and referred to Amy Franco from CHA. Amy Franco explained that the Village is mandated by the EPA to develop a stormwater management plan to address stormwater quality concerns within the Village, which has been in effect since 2008. The Village has completed their plans in accordance with these regulations. There are (6) minimum control measures or categories that are required to be addressed. 1. Public Education and Outreach 2. Public Participation and Involvement 3. Elicit Discharge Detection and Elimination 4. Construction Site Stormwater Runoff Control 5. Post-Construction Stormwater Management 6.



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Pollution Prevention and Good Housekeeping for Municipal Operations. Each year the Village is required to complete an annual report documenting compliance with the plan. A draft of this report has been completed and is available at the Village Hall and on the website. The Village encourages public comment on the annual report as well as the Village's Management Plan. The Village has a Stormwater Advisory Group that meets periodically which consists of Dept. Heads and representatives from the Engineer's office. The Village welcomes residents to become a part of this group and can do so by contacting the Village Clerk's office. Participation from the public is very important – doing visual inspections, clean-ups, handing out flyers. The report is available as mentioned. Mayor Atkinson explained that MS4 is a mandate that has become extremely intensive for tracking and submitting reports and is becoming a management issue for the Village Hall.

RESOLUTION # 086-12 AUTHORIZE/EXECUTE LEASE AGREEMENTS WITH TOSHIBA

Clerk Treasurer Dianne Kufel spoke on the opportunity to work with Toshiba on executing new (63) month lease agreements for new copiers for both the Police Dept. as well as Village Hall. Toshiba has obtained significant savings working with Onondaga County pricing. The overall impact will be \$30,000 in savings over the 63 month period. The pricing structure would be effective, June 1st, the beginning of our new budget. Dianne continued to explain that the Police Dept. copier, capable of 35 copies per minute at \$335/month currently will be exchanged with the same newer machine for \$166/month. She continued to say that the Village Hall copier will also be replaced with the same capabilities of 55 copies per minute for \$252/month, as opposed to \$571/month. Dianne explained a certified copy of the disposing of the hard drive and clearing of all the data would be provided for the Village's file. Toshiba will provide a training transition, faxing, and scanning with E-Mail addresses will be done by the 1st week of June. Trustee Butterfield made a motion to authorize the Mayor to sign the (63) month lease agreement for the Police Dept. copier for \$166/month as well as the Village Hall copier for 63 months at \$252/month. The motion was seconded by Deputy Mayor Henry. The motion was approved unanimously.

RESOLUTION # 087-12 APPROVE/AUTHORIZE THE DOT UNDERTAKING/DPW WORK

Mayor explained that in previous years the Village would submit a \$2,000 bond to cover any liability for the DPW work performed in the right-of-way although most recently they changed their procedure with this Undertaking that will provide our assurance to be liable for any damages that we create in the right-of-way. The Mayor continued to read the following proposed resolution:

Resolution to Adopt NYSDOT Undertaking

WHEREAS, the Village of North Syracuse, from time to time receives permits from the NYS Department of Transportation to conduct activities and operations upon highways and/or within right-of-way controlled by the State of New York for such purposes as the obstruction, installation, construction, maintenance and/or operation of facilities; and



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WHEREAS, the Village of North Syracuse access and operation upon state right-of-way is conditioned upon compliance with Highway Law Sections 52, 103, 203 and/or 234, including the conditions that Permittee assume all responsibility for (a) the temporary control of all modes of traffic (including motorized and non-motorized travel) affected by Permittee's operations, (b) complete restoration of state facilities to their condition prior to permitted use or activity, and (c) all claims, damages, losses and expenses,

NOW, THEREFORE, in relation to all operations and/or actions undertaken within state right-of-way, Permittee hereby agrees to follow the terms and conditions set forth.

Mayor Atkinson made a motion to authorize the Undertaking with NYS DOT. The motion was seconded by Trustee Ferguson. The motion was approved unanimously.

APPROVE NEW ROSTER POSITION – FIREHOUSE CARETAKER

Mayor explained the need to place this position on our Civil Service Roster to have this agree with the CSEA Labor Contract. Trustee Linnertz inquired whether this was a tested position; and felt the Fire Chief was not aware of this being discussed. Mayor made mention of yesterday's Staff Meeting whereas the Agenda was discussed, although no one attended representing the Fire Dept., as well as no one is representing the Fire Dept. tonight, as well. Mayor Atkinson spoke of no change in the performance standards of the job, this is purely for record keeping with Onondaga County. Trustee Ferguson inquired on the OSHA regulations regarding the MSDS forms. Mayor suggested tabling this until our next meeting without any input from the Fire Chief and lack of any firehouse representation.

RESOLUTION # 088-12 APPROVE TEMP. VACANCY IN COURT OFFICE FOR 2 WEEKS

Mayor Atkinson explained a vacancy in the Court for a few weeks during June, 2012; whereas the Court Clerk wants a 2 week vacation and the Judge will also be gone one of these weeks. Judge Bertrand would like to appoint a part-time clerk to fill this vacancy. Judge Bertrand spoke of his being concerned with 2 weeks and this office being vacant. Judge Bertrand requested 70 hours for a clerk to fill-in during this absence, specifically Chris Pollock, whereas she is familiar and could maintain the operation of the Court. Trustee Linnertz asked if the Village Clerk could act in this capacity in the Court, whereas Judge Bertrand replied that the Village Clerk cannot take in the fines for the Court. Discussion took place regarding the Unemployment Liability. Trustee Linnertz made a motion authorizing a temporary full-time clerk to cover a vacancy not to exceed 70 hours at \$16.88/hour. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

Mayor removed Item H - from the Agenda: Approval of 211 Waiver process for Police Chief



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ATTORNEY REPORT: Attorney Chatfield spoke of a modification that will be discussed at the next meeting that would allow the Codes Enforcement Officer to make a determination when a minor adjustment is needed to a site plan. There is a mechanism in place for the Codes Officer to make this determination. The current fee schedule does not address this issue.

ENGINEERING REPORT: Amy Franco congratulated the Village on the Save the Rain Application for Centerville Park that was structured around green infrastructure improvements at Centerville Park. The application was submitted for \$98,000 for these green infrastructure improvements at Centerville and it was awarded at 100%.

DEPARTMENT HEAD REPORTS:

Police Department: Chief Connelly spoke of his Officers pursued a foot chase and caught the juveniles responsible for the recent graffiti/spray-painting within the Village. He also spoke of a recent burglary at the old schoolhouse museum whereas many vintage photos were taken and a few other items; and an arrest was made here as well. Chief spoke of working on some public outreach on the crosswalks and will address this on the Village Beat as well.

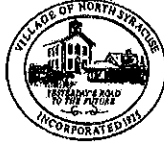
Highway Department: DPW Sup't. Gary Wilmer spoke of the County DOT replacing some pipes on South Bay Road up near the 481 bridge, just as you are leaving the Village near the hotel. Gary also spoke of a study done by the Maxwell School and Syracuse University on all the highway departments in Onondaga County. A full report is detailed with comparisons of all and noted that the Village's expenditures were way down as opposed to neighboring municipalities.

Parks and Recreation: Parks Director Teresa Roth spoke of the Summer Program Flyer which is being printed and will be in Sunday's paper. She also will be publishing this on our website. She spoke thatof registration is beginning for the Summer Camp Program. She is scheduled to open the pool on June 15th. The Family Festival is at Lonergan Park on Saturday, May 26th. The Memorial Day parade is scheduled for Monday at 9AM beginning at Lonergan; anyone interested in being in the parade should arrive at 8:30 AM.

Codes Department: No Report

Clerk Treasurer: Dianne Kufel addressed the significance of the Village year ending on May 31, 2012, and closing out the year with proper expenditures. She reminded all of the importance of submitting their requests and requisitions clearly before this deadline to include in our year end final report.

DEPUTY MAYOR/TRUSTEES REPORTS:



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Trustee Butterfield: No Report

Deputy Mayor Henry: Reminded all of the Family Festival at Lonergan on May 26th.

Trustee Linnertz: No Report

Trustee Ferguson: Reminded of the next Public Safety Meeting to be held on Monday, June 4th, 2012 – at 5 PM - North Syracuse Fire Dept. on Chestnut Street.

MAYOR'S REPORT:

Mayor Atkinson reminded all of the Meals on Wheels Garage Sale being held at the Community Center on May 18th and May 19th. He was very pleased with the results of the Save the Rain Grant Application focused on Centerville Park with water problems that have existed over there for years. The Mayor thanked all on the team effort from CHA and the Village Departments involved working with the deadlines to make this happen....great job! The Mayor made mention of the Cicero Community Festival being held on Saturday, June 9th. He continued to comment on the monies the Village has absorbed from items sent to the auction \$14,571.99 and urges all of department heads to see what they are not utilizing to send down to the auction. The Mayor made mention of concentrating on the crosswalks and will be working with the Police Chief on publicizing these and educating the public. He reminded everyone of the Memorial Day Parade held in the Village on Monday, May 28th at 9:00 AM. The Mayor mentioned active status of the Sign Committee, Village Center Plan Committee, and the Fire/Alarm Committee. He continued to say that he is beginning negotiations with the Police Bargaining Unit and the DPW Bargaining Unit. The Mayor also reviewed the SU Study completed by the Maxwell School regarding the DPW Profiles whereas the Village of North Syracuse has decreased their overall expenditures over the past 10 years which reflects favorably on the Department and the Village Board.

Trustee Butterfield made a motion to adjourn at 7:18 PM. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.

Respectfully submitted,

Dianne M. Kufel
Village Clerk-Treasurer