Agenda
Manlius Town Board
January 27, 2021
6:30 PM

1. Virtual Meeting Instructions
2. Pledge Of Allegiance
3. Open Podium
4. Approval Of Minutes - January 6, 2021 And January 13, 2021

   Documents:

   1-6-21 ORGANIZATIONAL MEETING MINUTES.PDF
   1-13-21 DRAFT.PDF

5. Approval Of Abstracts # 26 And # 2

   Documents:

   ABSTRACT 26.PDF
   ABSTRACT 2.PDF

6. BrightView Landscaping Contract

   Documents:

   BRIGHTVIEW - BARK MULCH.PDF
   BRIGHTVIEW - EDGING.PDF
   BRIGHTVIEW - FALL CLEAN UP.PDF
   BRIGHTVIEW - PRUNING.PDF

7. Integra Contract

   Documents:

   INTEGRA - DRUG AND ALCOHOL TESTING.PDF

8. Highway Superintendent

   8.I. Highway Permit - Water Main - Brickyard Falls Rd.

   Documents:

   HIGHWAY PERMIT - WATER MAIN - BRICKYARD FALLS RD..PDF

9. Planning & Development
10. Attorney
11. Town Clerk

    11.I. Town Clerk's Annual Report 2020

    Documents:

TOWN CLERKS ANNUAL REPORT 2020.PDF

12. Police Chief
13. Town Manager
14. Town Board

14.I. Request For Letters Of Interest - Town Engineering Services

Documents:

REQUEST FOR ENGINEERING LETTERS OF INTEREST 1.25.21.PDF

15. Supervisor
16. Adjournment

This meeting is being recorded and live streamed. The recording will be broadcast live and will be posted to the town website at www.townofmanlius.org

ORGANIZATIONAL MEETING MINUTES
TOWN BOARD
January 6, 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
Mike Crowell, Police Chief
Ann Oot, Town Manager
Allison A. Weber, Town Clerk
Rob Cushing, Highway Superintendent
Doug Miller, Town Engineer

1. Virtual Meeting Instructions

2. The Pledge of Allegiance

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

3. Approval of Surplus Auction Items

Councilor Bollinger made a motion, seconded by Councilor Deer, to approve the sale of surplus auction items as presented by Highway Superintendent Cushing.

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

Nayes: 0 All in Favor. Motion Carries.

4. Approval of Abstract # 25

Councilor Bollinger made a motion, seconded by Councilor Green, to approve Abstract # 10 as submitted by Town Clerk Weber.

TOWN OF MANLIUS
Fund Summary
Abstract # 25 - 2021

CODE	FUND	TOTALS
A	General Fund Townwide	$95,866.60

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B	General Fund Town	$542.70
CM1	Police Trust	$48.00
DA	Highway Fund Townwide	$262,030.69
DB	Highway Fund Town	$2,051.00
SL1	Overhead Lighting	$1,606.43
SL2	Underground Lighting	$2,338.08
SL3	Entry Lighting	$104.56
SL4	Garden Park Lighting	$633.22
SL5	Ratnaur Bridge Lighting	$2,669.42
SS1	Manlius Con Sewer District	$20.16

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

Nayes: 0 All in Favor. Motion Carries.

5. Aspinall's Sidewalk Clearing 2021 -2022

Councilor Denton made a motion, seconded by Councilor Deer, to approve the contract with Aspinall's to clear the sidewalks at Town Hall.

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

Nayes: 0 All in Favor. Motion Carries.

6. Technical Temperature Transfer 2021 (HVAC Town Hall)

Councilor Denton made a motion, seconded by Councilor Kriesel, to authorize the Supervisor to enter into a contract with Technical Temperature Transfer to maintain the HVAC system at town hall.

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

Nayes: 0 All in Favor. Motion Carries.

7. Zoning Board of Appeals Chairman Appointment

Councilor Green made a motion, seconded by Councilor Waters, to appoint K.P. Kelly as the Zoning Board Chairman for a 1-year term expiring 12/31/2021.

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

Nayes: 0 All in Favor. Motion Carries.

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8. Planning Board Chairman Appointment

Councilor Bollinger made a motion, seconded by Councilor Deer, to appoint Joe Lupia as the Planning Board Chairman for a 1-year term expiring 12/31/2021.

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

Nayes: 0 All in Favor. Motion Carries.

9. Planning and Zoning Board Attorney

Councilor Kriesel made a motion, seconded by Councilor Denton, to appoint Baldwin, Sutphen & Frateschi as Attorney for the Planning Board and Zoning Board, and authorize the Town Supervisor to enter into a contract.

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

Nayes: 0 All in Favor. Motion Carries.

10. Tree Commission Co-Chairs

Councilor Green made a motion, seconded by Councilor Kriesel, to appoint Stephanie Guereschi and Heather Waters as Tree Commission Co-chairs for a term ending 12/31/2021.

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

Nayes: 0 All in Favor. Motion Carries.

11. Engineer for the Town

Councilor Bollinger stated that the Town Board will be undertaking a review and (RFP) Request for Proposals for all professional services. The board will review different contracts each year.

Councilor Bollinger made a motion, seconded by Councilor Kriesel, to appoint Miller Engineering as the Town Engineer and authorize the Town Supervisor to enter into a contract.

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

Nayes: 0 All in Favor. Motion Carries.

12. Attorney for the Town Appointment

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Councilor Deer made a motion, seconded by Councilor Green, to appoint Baldwin, Sutphen & Frateschi as Attorney's for the Town with Harris Beach Law Firm to serve as backup counsel and authorize the Town Supervisor to enter into a contract.

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

Nayes: 0 All in Favor. Motion Carries.

13. <u>Town Accountant</u>

Councilor Waters made a motion, seconded by Councilor Bollinger, to appoint Matthew Dunn, C. P. A., Town Account and authorize the Town Supervisor to enter into a contract.

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

Nayes: 0 All in Favor. Motion Carries.

14. <u>Town Information Technology Services Appointment</u>

Councilor Deer made a motion, seconded by Councilor Denton, to appoint Garam Group and authorize the Town Supervisor to enter into a contract including workstation updates.

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

Nayes: 0 All in Favor. Motion Carries.

15. <u>Police Department Accreditation Manager</u>

Councilor Green made a motion, seconded by Councilor Denton, to appoint Maureen Buckland, Blu Line Accreditation Consulting, and authorize the Supervisor to enter into a contract.

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

Nayes: 0 All in Favor. Motion Carries.

16. <u>Marriage Officer Appointment</u>

Councilor Bollinger made a motion, seconded by Councilor Deer, to appoint Allison Weber as the Marriage Officer for the Town.

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

Nayes: 0 All in Favor. Motion Carries.

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17. Records Officer Appointment

Councilor Deer made a motion, seconded by Councilor Bollinger, to appoint Allison Weber as the Records Officer for the Town.

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

Nayes: 0 All in Favor. Motion Carries.

18. Town Safety Coordinator Appointment

Councilor Denton made a motion, seconded by Councilor Kriesel, to appoint Chris Pecht as the Safety Coordinator for the Town.

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

Nayes: 0 All in Favor. Motion Carries.

19. Town Historian Appointment

Councilor Waters made a motion, seconded by Councilor Green, to appoint Barbara Rivette as Town Historian.

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

Nayes: 0 All in Favor. Motion Carries.

20. Town Historical Society

Councilor Green made a motion, seconded by Councilor Waters, to authorize the Supervisor to enter into a contract with the Manlius Historical Society.

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

Nayes: 0 All in Favor. Motion Carries.

21. Deputy Supervisor Appointment

Councilor Bollinger made a motion, seconded by Councilor Deer, to appoint Councilor Green as Deputy Town Supervisor.

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

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Nayes: 0 All in Favor. Motion Carries.

22. Health Insurance Split

Councilor Bollinger made a motion, seconded by Councilor Green, to approve the health insurance premium split for non-collective bargaining unit members as 84% paid by the Town and 16% paid by the employee, and for the Town Board and Justices (active and retired) the health insurance premium split at 55% (Town) 50% (employee/retiree).

Nayes: 0 All in Favor. Motion Carries

23. Board Rules and Procedures

Councilor Deer made a motion, seconded by Councilor Waters, to accept the Board Rules and Procedures as presented.

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

Nayes: 0 All in Favor. Motion Carries.

24. Procurement Policy

Councilor Denton made a motion, seconded by Councilor Kriesel, to adopt the Town Procurement Policy as amended to increase the highway department spending limits as presented.

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

Nayes: 0 All in Favor. Motion Carries.

25. Prepaid Expenses

Councilor Bollinger made a motion seconded by Councilor Kriesel, to authorize the Supervisor to approve the prepayment of utilities, phone and employee benefits.

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

Nayes: 0 All in Favor. Motion Carries.

26. Meetings

Councilor Kriesel made a motion, seconded by Councilor Denton, to approve the following Officers or their designees to attend meetings and receive reimbursement:

Supervisor	Receiver of Taxes

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Town Board	Town Manager
Town Clerk	Assessor
Code Enforcement Officer	Town Planning Board
Highway Superintendent	Town Zoning Board of Appeals
Clerk to Town Justice	Recreation Department
Police Department	Town Justice

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

Nayes: 0 All in Favor. Motion Carries.

27. Delegate to the Association of Towns' Annual Meeting

Councilor Waters made a motion, seconded by Councilor Bollinger to appoint Edmond Theobald as delegate to the Association of Towns' Annual meeting and Karen Green as an alternate delegate.

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

Nayes: 0 All in Favor. Motion Carries.

28. Meal Reimbursement

Councilor Dear made a motion, seconded by Councilor Kriesel to set the reimbursement for meals when traveling on behalf of the Town as $35/per day for all meals with receipts.

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

Nayes: 0 All in Favor. Motion Carries.

29. Holidays

Councilor Green made a motion, seconded by Councilor Bollinger to approve the following holidays as official Town holidays:

New Year's Day	Friday, January 1, 2021
Martin Luther King Day	Monday, January 18, 2021
Presidents' Day	Monday, February 15, 2021
Good Friday (1/2 day)	Friday, April 2, 2021
Memorial Day	Monday, May 31, 2021
Juneteenth	Monday, June 21, 2021
Independence Day	Monday, July 5, 2021
Labor Day	Monday, September 6, 2021
Columbus Day & Indigenous Peoples Day	Monday, October 11, 2021
Veterans' Day	Thursday, November 11, 2021

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Thanksgiving Day	Thursday, November 25, 2021
Day after Thanksgiving	Friday, November 26, 2021
Christmas Day (Observed)	Friday, December 24, 2021
New Year's Eve (Observed)	Friday, December 31, 2021

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

Nayes: 0 All in Favor. Motion Carries.

30. <u>Committee Assignments</u>

Councilor Green made a motion, seconded by Councilor Bollinger to approve the following committee and liaison assignments:

Committee	Chairperson	Member
Budget & Finance	Sara Bollinger	Katelyn Kriesel
Community & Economic Development/Chamber of Commerce	Karen Green	Katelyn Kriesel
Fire & EMS	Sara Bollinger	Elaine Denton
Personnel & Employee Relations	Sara Bollinger	Heather Waters

Police Committee
Chairperson: Karen Green
Member: Elaine Denton Also: Mike Crowell, John Abbott, Dan Kinsella, Scott McGrew,
Secretary: Allison Weber

Planning Process Committee
Chairperson: Sara Bollinger
Members: Allison Weber, Randy Capriotti, Jamie Sutphen, Joe Lupia, Katelyn Kriesel

Tree Commission:
Co- Chairs: Heather Waters and Stephanie Guereschi
Also: Chris Manchester, Alice Massa, Ellen McCoy, Anne Young
Secretary: Tina Galvin

Critical Response Committee
Member: Karen Green Member: Elaine Denton
With Villages, F-M, ESM, J-D, Railroad, Police, DeWitt, Onondaga County etc.

Deer Management Committee
Chairperson: Karen Green Member: Heather Waters

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Comprehensive Plan Committee
Chairperson: Heather Waters Member: Sara Bollinger

Sustainable Manlius
Chairperson: Katelyn Kriesel Member: Elaine Denton

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

Nayes: 0 All in Favor. Motion Carries.

31. Department Liaison Assignments

Councilor Bollinger made a motion, seconded by Councilor Green to approve the following department liaison assignments:

Assessor	Heather Waters
Highway	Sara Bollinger, John Deer
Planning & Development	Katelyn Kriesel
Building & Grounds	Elaine Denton
Police	Karen Green, Elaine Denton
Recreation	Karen Green
Town Clerk	John Deer
Receiver of Taxes	Karen Green
Town Manager	Sara Bollinger

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

Nayes: 0 All in Favor. Motion Carries.

32. Village Liaisons

Councilor Denton made a motion, seconded by Councilor Waters to approve the following village liaison assignments:

Village of Manlius – Katelyn Kriesel
Village of Fayetteville – Sara Bollinger
Village of Minoa – John Deer

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

Nayes: 0 All in Favor. Motion Carries.

33. Banks

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Councilor Green made a motion, seconded by Councilor Bollinger to approve the following list of official banks:

M&T Bank
Investments – Savings and Certificate of Deposit
Key Bank of New York
Pathfinder Bank
NY Class

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

Nayes: 0 All in Favor. Motion Carries.

34. <u>Town Board Meeting Schedule at 6:30 PM</u>

Councilor Kriesel made a motion, seconded by Councilor Deer to approve the Town Board Meeting Schedule for 2021.

January 13	May 12	September 8
January 27	May 26	September 22
February 10	June 9	October 13
February 24	June 23	October 27
March 10	July 14	November 3
March 24	July 28	November 17
April 14	August 11	December 8
April 28	August 25	December 22

2022 Organizational Meeting – January 5, 2022

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

Nayes: 0 All in Favor. Motion Carries.

35. <u>Town Board Budget Workshops</u>

Councilor Bollinger made a motion, seconded by Councilor Denton to approve the Town Board Budget Workshop Schedule for 2021.

September 8, 2021 – 4:00 PM
September 15, 2021 – 4:00 PM

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

Nayes: 0 All in Favor. Motion Carries.

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36. Mileage Reimbursement

Councilor Green made a motion, seconded by Councilor Waters to approve the mileage reimbursement rate at 56 cents per mile for business miles driven.

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

Nayes: 0 All in Favor. Motion Carries.

37. Highway Agreement to Spend Document

Councilor Bollinger made a motion, seconded by Councilor Kriesel to enter into the annual agreement to spend Town highway funds.

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

Nayes: 0 All in Favor. Motion Carries.

38. Highway Specification and Highway Agreement

Councilor Bolling made a motion, seconded by Councilor Denton to approve Highway Specifications and Highway Agreement.

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

Nayes: 0 All in Favor. Motion Carries.

39. Official Town Newspapers

Councilor Waters made a motion, seconded by Councilor Deer to approve designate the *Eagle Bulletin* as the official Town newspaper and the *Post Standard* as the alternate.

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

Nayes: 0 All in Favor. Motion Carries.

40. Insurance

Councilor Waters made a motion, seconded by Councilor Denton to authorize the Town Board to ratify existing contracts for Officers and Public Officials insurance with Haylor, Freyer and Coon and authorize the Town Supervisor to sign any contracts.

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

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Nayes: 0 All in Favor. Motion Carries.

41. Salaries

Councilor Bollinger made a motion, seconded by Councilor Green to approve salaries as presented and listed here and in the approved budget:

Supervisor	Edmond Theobald	$40,079
Deputy Supervisor	Karen Green	$ 1,000
Councilor	Karen Green	$12,658
Councilor	Sara Bollinger	$12,658
Councilor	John Deer	$12,658
Councilor	Elaine Denton	$12,658
Councilor	Katelyn Kriesel	$12,658
Councilor	Heather Allison Waters	$12,658
Highway		
Superintendent	Robert Cushing	$87,125
Secretary to H'way Supt.	Janet Vollmer	$41,421
Town Clerk	Allison Weber	$56,088
Deputy Clerk	Deborah Witzel	$38,079
Deputy Clerk	Lisa Beeman	$38,079
Clerk I	Tina Galvin	$35,500
Records Officer	Allison Weber	$4,000
Receiver of Taxes	Laurie Peschel	$51,183
Typist I	Sharon Lake	$17,866
Clerk I	Reba Oper	$16.40/hour
Assessor	Patrick Duffy	$87,712
Real Prop. Appraiser	Philip Murray	$53,539
Assessment Clerk	Cristine DelFuoco	$45,827
Assessment Clerk	Jennifer Abbott	$18.57hour
Clerk I	Kristin Bowes	$33,046
Justice	Salvatore Pavone	$35,661
Justice	Robert O'Leary	$35,661
Clerk to Justice	Janet Stanley	$51,788
Clerk to Justice	Jeanette Zacharias	$50,588
Dep. Clerk to Court	Megan Vieau	$16.74/hour
Rec. Director	Peggy Kenyon	$71,550
Rec. Supervisor	Kristine Zingaro	$54,241

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Typist I/Rec Leader	Elaine Ferguson	$21.53/hour
Custodial Worker I	Christopher Pecht	$19.97/hour
Town Manager	Ann Oot	$71,750
Secretary to Super.	Kayandra Blythe	$36,614
Trash/Brush Liaison	Sharon Lake	$18,214
Director of Code Enf.	Randy Capriotti	$63,320
Dep.Code Enf. Off.	David Corbett	$19.05/hour
Dep. Code Enf Off.	Michael Grevelding	$21.04/hour
Town Historian	Barbara Rivette	$2,700
Planning Chairman	Joseph Lupia	$3,090 per year
Planning Board	7 members @	$3,471 per year
Secretary	Lisa Beeman	$6,000/year
ZBA Chairman	K.P. Kelly	$114 per meeting
ZBA	4 members @	$83 per meeting
Secretary	Deborah Witzel	$3,000/year
Police Committee Sec'y	Allison Weber	$100 per meeting
Tree Commission Sec'y	Tina Galvin	$1,500/year
Crossing Guard	Kristy Houghton	$15.02/hour
Crossing Guard	Tom Peschel	$15.02/hour
Board of Assessment	Arnold Poltenson	$45.00/hour
Board of Assessment	Celeste Greiner	$40.00/hour
Board of Assessment	Fred Lutzen	$40.00/hour
Recreation Leader	Darlene Houghton	$16.80/hour
Recreation Leader	Joanne Smith	$17.00/hour
Recreation Attend.	Mark Kenyon	$13.80/hour
Recreation Attend.	Honesty Dewolf	$13.80/hour
Recreation Attend.	Albert Smith	$13.80/hour
Recreation Attend.	Thomas Kenyon	$13.40/hour

Town of Manlius Police

Chief	Michael Crowell	$107,646
Captain	Kevin Schafer	101,087
Captain	Jeffrey Slater	101,087

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Sergeants	Ross Carnie	82,210
	Michael Desalvatore	80,426
	Kenneth Hatter	82,210
	Benjamin Lesperance	80,426
	Gregory Snyder	82,210
	Tina Marie Stanton	82,210
Police Officers	Matthew Applebee	65,431
	Adam Bezek	76,040
	Triston Campbell	68,954
	Daniel Carr	61,894
	Zackary Clarke	61,894
	Patrick Connelly	73,684
	Louis Dashno	76,040
	Daniel Filip	76,040
	James Gallup	76,040
	Peter Gilchriest	68,954
	Damien Golden	76,040
	Mitchell Grogan	76,040
	Shawn Gwilt	76,040
	Alicia Hibbard	68,954
	Rebecca Kammar	76,040
	Phillip Knittel	65,431
	Justin Lefebvre	76,040
	Derek Oursler	65,431
	Angela Palmer	76,040
	Julia Quinlan	65,431
	Zachary Shute	76,040
	Brianna Sparks	68,954
	Nathaniel Spinelli	61,894
	Daniel Tyrel	76,040
	Samuel Williams	68,954
Special Patrol Officers	Brian Damon	$33.00/hour
	Thomas LeRoy	$33.00/hour
Clerk 1	Sharon Barkauskas	$22.13/hour
Clerk 1	Lynn Rybinski	$20.97/hour
Clerk 1	Jade Taggart	$16.73/hour
Mechanic	Steven Brookins	$24.15/hour
Laborer	Brian Schermerhorn	$12.50/hour

Police Officer Salary Level	
Entry Level	$56,584
Step 1	$61,894
Step 2	$65,431

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Step 3	$68,954
Step 4	$73,684
Step 5	$76,040

Sergeant Salary Level	
Entry Level	$80,426
Step 1	$82,210

Longevity Compensation:

Hires prior to July 17, 2013:

Years of service	Longevity
0	$0.00
1	$0.00
2	$0.00
3	$0.00
4	$0.00
5	$1,100.00
6	$1,292.50
7	$1,485.00
8	$1,677.50
9	$1,870.00
10	$2,062.50
11	$2,255.00
12	$2,447.50
13	$2,640.00
14	$2,832.50
15	$3,025.00
16	$3,217.50
17	$3,410.00
18	$3,602.50
19	$3,795.00
20	$3,987.50
21	$4,070.00
22	$4,152.50
23	$4,235.00
24	$4,317.50
25	$4,400.00

Hires on or after July 17, 2013:

Years of service	Longevity

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0	$0.00
1	$0.00
2	$0.00
3	$0.00
4	$0.00
5	$0.00
6	$0.00
7	$0.00
8	$880.00
9	$880.00
10	$1,210.00
11	$2,255.00
12	$2,447.50
13	$2,640.00
14	$2,832.50
15	$3,025.00
16	$3,217.50
17	$3,410.00
18	$3,602.50
19	$3,795.00
20	$3,987.50
21	$4,070.00
22	$4,152.50
23	$4,235.00
24	$4,317.50
25	$4,400.00

Town of Manlius Highway

Name	Hourly Rate
Monty Albanese	28.22
John Barnwell	28.22
David Barnwell	25.52
William Beeman	28.83
Thomas Burns	27.59
David Daniels	29.26
Christopher Dardaris	27.14
Peter Dougherty	25.52
Brian Edwards	29.44
Albert Emmons	25.52
Thomas Emmons	27.05
Justin Graser	24.45
David Hale	28.22
Justin Laroche	24.35
Joseph Mapstone	27.50
Daniel Miller	23.07

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Matthew Pilcher	26.60
Matthew Raterman	27.05
Derek Rogers	24.45
J. Robert Schepp	25.97
Paul Stewart	28.00
Mark Tily	25.88
Randall Troast	27.05
Zachary Van Auken	24.45
Gary Vona	26.06

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

Nayes: 0 All in Favor. Motion Carries.

42. Handbook

Councilor Bollinger made a motion, seconded by Councilor Deer to ratify employee handbook.

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

Nayes: 0 All in Favor. Motion Carries.

43. Code Fee Schedule

Councilor Kriesel made a motion, seconded by Councilor Waters to adopt the code fee schedule as presented.

Town of Manlius
Fee Schedule
Adopted 01-03-2018

	Application and Filing Fees		
Code	Application	Residential	Commercial
Subdivision 127			
127-5.1	Administrative Division of Land	$50.00	$100.00
127-8	Preliminary Plat up to 4 Lots	$200.00	$200.00
	5 or more lots	$400.00	$400.00
	Amended Preliminary Plat	$200.00	$200.00
127-10	Final Plat if not approved at time of Preliminary	$100.00	$200.00
Zoning 155 Application Fees			

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155-19	Natural Resource Removal Permit	N/A	$250.00
	Natural Resource Removal Renewal	N/A	$100.00
155-21	Mobile Home	$200.00	N/A
155-27	Special Permit	$250.00	$250.00
	Special Permit Renewal	$100.00	$100.00
155-28	Site Plan Approval	$300.00	$300.00
	Site Plan Amendment	$50.00	$100.00
155-29	Accessory Use Permit	$300.00	$300.00
	Accessory Use Renewal	$100.00	$100.00
155-30	Excavation, Grading, Filling Permit	$150.00	$300.00
155-48	Appeals - ZBA Area Variance	$100.00	$200.00
	Appeals - ZBA Use Variance	$350.00	$400.00
155-50	Zone Change Request	$300.00	$300.00

Town of Manlius
Fee Schedule
Adopted 01-03-2018

General Construction (N.I.C. Houses)	Residential	Commercial
Permit Application and 1st $1000 of construction cost	$65.00	$100.00
Cost per thousand or fraction thereof	$4.00	$5.00
Return Inspection Fee*	$50.00	$50.00
Permit Renewal	$65.00	$100.00
Building without a Permit	Double Fee	Double Fee
Rescind Stop Work Order	$50.00	$100.00
Plan Review, No Permit Issued	50% of fee	50% of fee
Building Demolition	$65.00	$100.00
Sign Installation	$100.00	$100.00
Pool Permit	$100.00	$100.00
Decks	$75.00	
Fireplace	$75.00	
Generator	$75.00	
Shed	$75.00	
New Residential Housing * **		
Up to 1500 square feet	$600.00	N/A
1501 to 2000 square feet	$800.00	N/A
2001 to 2500 square feet	$1,000.00	N/A
2501 to 3000 square feet	$1,200.00	N/A
3001 to 4000 square feet	$1,400.00	N/A

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4001 to 5000 square feet	$1,600.00	N/A
each additional 100 sf	$200.00	N/A
* If work is not ready for inspection as requested		
*** square footage of house, excluding garage and unfinished basement space. Discrepancies or added square feet will be addressed prior to issuance of Certificate of Occupancy.		

Miscellaneous Fees	
Zoning Research Letter	$30.00
Annexation	$600.00
Highway Agreement*	$700.00
Special Districts	$600.00
Zoning and Road Maps	$20.00
Zoning Ordinance Booklet	$12.00
Subdivision Booklet	$7.00
* Security for Highway Development. Amount to be determined by the Highway Superintendent and the Town Engineer based on current construction costs.	

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

Nayes: 0 All in Favor. Motion Carries.

44. <u>Professional Fees Schedule – Ratify</u>

Councilor Denton made a motion, seconded by Councilor Green to ratify the professional fee schedule as presented.

ENGINEERING REVIEW			
(DEPOSIT)***			
155-28; 96(3)(C)	Site Plan Review up to 5 Acres	$1,325.00	$1,325.00
155-28; 96(3)(C)	Site Plan Review over 5 Acres	$2,625.00	$2,625.00
127-9c; 96(3)(C)	**Subdivision Review**		
	Two lot	$375.00	$375.00

	Three to Five Lot	$475.00	$475.00
	6 to 10 Lot	$625.00 + $75.00 per each lot over 5 lots	
	11 to 20 Lot	$1,025.00 + $75.00 per each lot over 10 lots	
	21 to 50 Lot	$3,625 + $75.00 per each lot over 20 lots	
	51 to 100 Lot	$5,125.00	$5,125.00
LEGAL REVIEW			
(Deposit)***			
96(3)(C)	Site Plan Review (including amendment) – up to 5 acres	$525.00	$525.00
96(3)(C)	Site Plan Review (including amendment) – over 5 acres	$875.00	$1,025.00
96(3)(C)	*Subdivision Review - up to 2 lots	$225.00	$325.00
96(3)(C)	Subdivision Review – 3 -5 lots	$375.00	$375.00
96(3)(C)	Subdivision Review – 6 -10 lots	$575.00	$575.00
96(3)(C)	Subdivision Review – 11 - 20 lots	$825.00	$825.00
96(3)(C)	Subdivision Review – 21 - 50 lots	$1,325.00	$1,325.00
96(3)(C)	Special Use Permit	$375.00	$575.00
96(3)(C)	Accessory Use Permit	$375.00	$375.00
96(3)(C)	Renewal of Special or Accessory Use Permit	$225.00	$275.00
96(3)(C)	**Variance, Area	$0.00	$475.00
96(3)(C)	Variance, Use	$425.00	$525.00

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

Nayes: 0 All in Favor. Motion Carries.

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45. Town Clerk Fee Schedule

Councilor Deer made a motion, seconded by Councilor Bollinger to ratify the town clerk fee schedule as presented.

Type	Amount
Marriage License	$40.00
Marriage Certified Copies	$10.00
Dog (Neutered)	$10.00
Dog Unneutered)	$18.00
Decals	Per Ag. & Markets Schedule
Dog Impoundments	1st offense $ 50.00 2nd offense $100.00 3rd offense $250.00
Passports	$25.00
Games of Chance Licenses	$25.00
Peddlers Permit	$50.00
Special Permits	$250.00
Special Permit Renewal	$100.00
Zoning Maps	$20.00
Zoning Ordinances	$12.00

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

Nayes: 0 All in Favor. Motion Carries.

46. Official Undertaking

Councilor Green made a motion, seconded by Councilor Waters to adopt the Official Undertaking of Municipal Officers resolution as presented for 2021.

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

Nayes: 0 All in Favor. Motion Carries.

47. Social Media Policy

Councilor Deer made a motion, seconded by Councilor Denton to adopt the social media policy as presented.

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

Nayes: 0 All in Favor. Motion Carries.

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48. Boxcast Contract

Councilor Deer made a motion, seconded by Councilor Denton to renew existing Boxcast contract as presented.

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

Nayes: 0 All in Favor. Motion Carries.

49. 2020 Town Goals

The Town Board discussed their goals for 2020.

Councilor Waters

- The Comprehensive Planning Process is moving forward and the town will be selecting a Comprehensive Planning Firm.
- A listening session is scheduled on January 31st with Town Historian Barbara Rivette.
- Will be reviewing salaries in the Town by conducting a pay equity audit.

Councilor Deer

- Will continue to increase transparency of the town government.
- Will continue to promote resident involvement by keeping meetings accessible and reinstating the open podium for residents to have a voice.
- Thanked the town employees for how seamlessly they have handled the pandemic.

Councilor Denton

- To adopt the forthcoming Public Safety Advisory Plan that will comply with the Police Reform governors executive order 203.
- To update the town website to make it more user friendly for residents.
- Continue to Work with Sustainable Manlius to make the Town more pedestrian friendly.
- To consider how each decision the Town Board makes will impact the environment.

Councilor Kriesel

- Will continue it to exemplify bipartisanship, to exemplify what it means to work well with one another and to demonstrate that Manlius is a community for everyone.
- Will rise to the challenges we face with social justice, climate change and economic justice.
- Sustainable Manlius and Climate Change continue to be one of the most important issues.
- Fighting for equality for all of the people of Manlius no matter the color of their skin.

Councilor Bollinger

- Looking forward to moving toward more in person activities while protecting the health of both residents and businesses.

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- Continue to be involved with Town projects such as Comprehensive Planning and Sustainable Manlius
- Making things more accessible for residents, help residents to understand how they fit and where they can access the information and services the town offers.

Councilor Green

- To be prepared for the unexpected but not losing focus of the roll and the purpose of our good town government.

Supervisor Theobald

- Hope the board continues to work together in the same positive manner as in the past.
- Hope the board will continue with the many projects to come in 2021 with the same vigor as seen in 2020.

50. <u>Adjournment</u>

There being no further business to come before the Board, upon motion duly made by Councilor Kriesel and seconded by Councilor the Board voted unanimously to adjourn regular session at 7:13 PM.

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

Nayes: 0 All in favor. Motion Carries.

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MINUTES
TOWN BOARD
January 13, 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
Mike Crowell, Police Chief
Doug Miller, Town Engineer
Randy Capriotti, Director of Codes
Allison A. Weber, Town Clerk
Rob Cushing, Highway Superintendent
Ann Oot, Town Manager

1.Introduction to Join the Virtual Town Board Meeting

Introduction of Zoom Meeting Presenters: Jack Vohs, Andrew Hoehner, Matt Napierala, Christian Hill, and Charlie Lockwood.

2. The Pledge of Allegiance

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

3. Open Podium

Jack Vohs and Andrew Hoehner 8th graders from Wellwood Middle School presented a request for a sidewalk to be installed on Salt Springs Rd. extending the existing village sidewalk to Pine Ridge Rd.

4. Approval of Minutes – January 16, 2020 and December 23, 2020

Councilor Green made a motion, seconded by Councilor Bollinger, to approve the minutes of January 16, 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.

Councilor Green made a motion, seconded by Councilor Bollinger, to approve the minutes of a Special Meeting held on December 23, 2020 as submitted by Deputy Town Clerk Witzel.

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

Nayes: 0 All in Favor. Motion Carries.

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5. Dedication of Roads and Return of Highway Securities

Councilor Bollinger made a motion, seconded by Councilor Kriesel, to dedicate 2,200 feet of Phase 2 of Turning Leaf Dr. and to return 100% of highway securities being held in the amount of $22,770.

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

Nayes: 0 All in Favor. Motion Carries.

Councilor Bolling made a motion, seconded by Councilor Kriesel, to dedicate 650 Ft of Brinan Field Run Phase 3 to the Town and authorize the release of $34,000 of the securities being held and hold $3,000 of the securities for a one year period related to drainage work.

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 # 1

Councilor Bollinger made a motion, seconded by Councilor Green, to approve the minutes of January 16, 2021 as submitted by Town Clerk Weber.

	TOWN OF MANLIUS	
	Fund Summary	
	Abstract # 1 - 2021	
CODE	FUND	TOTALS
A	General Fund Townwide	$379,836.86
B	General Fund Town	$8,149.94
CM1	Police Trust	$381.28
DA	Highway Fund Townwide	$29,367.92
SR1	Manlius Trash District	$185.87
SR2	Manlius Res Brush District	$185.87
SS1	Manlius Con Sewer District	$123,256.89
TA2	Trust & Agency - Other	$56,700.00

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

Nayes: 0 All in Favor. Motion Carries.

7. Presentation of Zone Change Request for 7030 Manlius Center Rd. Commercial A (CA) to Commercial B (CB)

Matt Napierala, Napierala Consulting, gave an overview of the location of the proposed zone change and intended use as a storage facility. Mr. Napierala stated that most of the surrounding properties are zoned Commercial with the closest properties being Commercial B (CB).
*A copy of the application is on file in the Town Clerk's Office.

Councilor Bollinger made a motion, seconded by Councilor Green, to refer the Zone Change of Commercial A (CA) to Commercial (CB) request for 7030 Manlius Center Rd., East Syracuse to the Town of Manlius Planning Board for their review.

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

Nayes: 0 All in Favor. Motion Carries.

8. Syracuse Signals Systems, Inc. Contract

Councilor Kriesel made a motion, seconded by Councilor Denton, to approve the one-year contract with Syracuse Signals System, Inc. as presented for the maintenance of flashing school beacons at Fayetteville-Manlius and East Syracuse Minoa Schools.

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

Nayes: 0 All in Favor. Motion Carries.

9. Authorize Preparation of Bid Document for Clark Hill Drainage Project

Engineer Miller requested the Town Board to release a bid proposal for drainage work to replace old stormwater piping. This phase of the project will include portions of Langmere St. and Innsbruck Dr. in Clark Hill.

Councilor Bollinger made a motion, seconded by Councilor Deer, to authorize to release the bid documents for the Clark Hill Drainage Project.

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

Nayes: 0 All in Favor. Motion Carries.

Engineer Miller stated they are working on four other drainage projects:

1. Falconview drawings and specifications are prepared. Engineer Miller stated the Town has submitted a joint application to the Army Corp and the DEC to do work in that stream.
2. Sabre Lane drawings are prepared for the retention modification in the Verbeck Subdivision.
3. Decoy Run along Enders Rd. survey data is being gathered.
4. Muirfield Dr. drainage project will need to be done in phases and talks have started on what work will be done in phase 1.

Engineer Miller gave an update on continuing work on the Climate Smart Program. Engineer Miller stated they have at least 70 items that quality for credit in the Climate Smart Program in different categories, and the work continues.

10. Highway Superintendent – No New Business

Superintendent Cushing stated that a resident located at 8280 Sugarland Dr. has requested a highway permit to work within the towns right away to tie into the towns sewer line at this address.

Councilor Bollinger made a motion, seconded by Councilor Deer, to authorize the Supervisor to sign the Highway Permit to allow Konrad Builders to tie into the towns sewer line for 8280 Sugarland Dr.

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

Nayes: 0 All in Favor. Motion Carries.

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11. Planning & Development – No New Business

Randy Capriotti, Director of Codes gave update:

- Inspections are ongoing.
- Planning & Development staff is working on the Annual Report.
- Lisa & Mike entered all data for fire inspections into the new program for 2020.

12. Attorney – No New Business

13. Town Clerk – No New Business

14. Police Chief

Chief Crowell gave the following report:

- The Department is working with Onondaga County health for Covid-19 immunizations for 1st responders.
- The background investigation is being finalized for a new police employee.
- The Department is back in the building after renovations.

15. Town Manager – No New Business

16. Town Board

Councilor Green stated that Saturday January 9th was National Law Enforcement Appreciation Day and thanked the Town of Manlius Police for their sacrifices and dedication.

Councilor Bollinger presented a 21-day Racial Equity Habit Building Challenge from United Way. Councilor Bollinger stated that town employees can find the challenge at https://www.cnyequity.org/21 (click on the link and hit Ctrl).

Councilor Kriesel stated:

1. Following with the National Law Enforcement Appreciation Day she is hoping we can come together as a country to better understand the roll of police and to appreciate those rolls.
2. SUNY ESF has students that are interested in helping the Town of Manlius to do a Benchmarking project to inventory Greenhouse Gases as part of the Climate Smart Communities initiative.

Councilor Kriesel made a motion, seconded by Councilor Waters, to approve the relationship between the Town of Manlius and ESF Students to work with the Town to do the benchmarking of Greenhouse Gas inventory.

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

Nayes: 0 All in Favor. Motion Carries.

Councilor Denton stated that on Wednesday January 20th there will be two meetings:

1. Onondaga County Police Reform Reinvention Collaborative Community Forum (Virtual) Policeforum.ongov.net at 5:00 PM.
2. Town of Manlius Public Safety Advisory Committee will meet at 6:30 PM on zoom.

Councilor Waters reminded everyone that the next listening session "Our History" will be held on zoom on January 31st at 3:00 PM.

17. Supervisor – No New Business

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18. Adjournment

There being no further business to come before the Board, upon motion duly made by Councilor Kriesel and seconded by Councilor Green the Board voted unanimously to adjourn regular session at 7:44PM.

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

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** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	LINE ITEM ANNUAL BUDGET	LINE ITEM BUDGET OVER AVAILABLE BUDG		GROUP BUDGET ANNUAL BUDGET	GROUP BUDGET BUDGET OVER AVAILABLE BUDG
2020-2021	A00-2.700	Rec Dept Clearing Acct	91.67					
	A00-5.1460.400	Record Managemnt - Contrac	110.04	4,895	7,000.88		4,895	7,000.88
	A00-5.3120.400	Police - Contractual	900.00	34,165	28,357.44-	Y	496,657	61,693.25
	A00-5.3120.401	Police - Office Supplies	63.43	12,785	2,280.79		496,657	61,693.25
	A00-5.3120.402	Police - Seminars/Conferen	90.00	24,725	8,204.48		496,657	61,693.25
	A00-5.3120.404	Police - Books/Publication	305.10	7,685	175.33		496,657	61,693.25
	A00-5.3120.405	Police - Info Tech/Electro	903.80	10,250	1,801.17		496,657	61,693.25
	A00-5.3120.412	Police - Vehicle Repair	5,439.89	76,751	20,409.80		496,657	61,693.25
	A00-5.3120.421	Police - Phone	1,266.10	27,000	1,247.98		496,657	61,693.25
	A00-5.3120.425	Police - Building Maintena	716.39	2,650	559.92		496,657	61,693.25
	A00-5.3120.446	Police - Maintenance Contr	45.00	55,912	11,981.23		496,657	61,693.25
	A00-5.3120.448	Police - Uniforms & Cleani	914.58	44,962	331.49		496,657	61,693.25
	A00-5.3120.462	Police - Community Relatio	450.00	4,250	2,590.00		496,657	61,693.25
	A00-5.3120.465	Police - Forensic	1,370.09	13,326	5,146.58		496,657	61,693.25
	A00-5.5132.425	Garage - Garage/Bldg Maint	415.62	16,750	11,610.35		69,240	18,675.33
	A00-5.5132.430	Garage - Cleaning/Bathroom	63.70	2,800	2,288.14-	Y	69,240	18,675.33
	DA0-5.5130.411	Machinery - Vehicle Expens	184.61	121,550	56,457.75		187,894	87,599.41
	DA0-5.5140.490	Brush & Weeds - Contractu	3,680.00	52,510	26,157.50		59,385	28,681.47
	DA0-5.5142.401	Snow Removal - Office Supp	55.06	1,530	158.67		701,308	379,501.94
	DA0-5.5142.470	Snow Removal - Materials	15,534.99	437,500	278,428.43		701,308	379,501.94
	DA0-5.5142.471	Snow Removal - Repairs	170.34	35,375	4,612.39		701,308	379,501.94
	DB0-5.5110.400	General Repairs - Miscella	26.00	500	95.43		1,288,931	268,386.56
	DB0-5.5110.473	General Repairs - Road Too	38.40	1,500	80.17		1,288,931	268,386.56
	SD3-5.8540.400	Drainage - Contractual	750.00	87,600	75,002.00		87,600	75,002.00
	** 2020-2021 YEAR TOTALS **		33,584.81					
2021-2022	A00-5.1410.401	Town Clerk - Office Suppli	69.00	2,200	1,993.84		10,277	9,084.50
	A00-5.1410.408	Town Clerk - Printing/Ads	41.73	1,200	1,040.61		10,277	9,084.50
	A00-5.3120.403	Police - Associations/Dues	175.00	2,760	2,680.00		485,957	448,570.57
	** 2021-2022 YEAR TOTALS **		285.73					

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	LINE ITEM ANNUAL BUDGET	LINE ITEM BUDGET OVER AVAILABLE BUDG		GROUP BUDGET ANNUAL BUDGET	GROUP BUDGET BUDGET OVER AVAILABLE BUDG
2021	A00-2.690	Overpayments and Clearing	24,137.50					
	A00-5.1010.400	Town Board - Contractual	2,310.00	22,500	19,515.00		27,500	23,890.00
	A00-5.1110.400	Justices - Contractual	82.50	16,560	16,477.50		25,710	25,031.62
	A00-5.1420.481	Attorney - Litigation	6,601.38	25,000	18,398.62		126,000	119,398.62
	A00-5.1420.482	Attorney - Employment Matt	3,999.78	25,000	21,000.22		126,000	122,000.22
	A00-5.1420.483	Attorney - Town Board	5,500.00	66,000	60,500.00		126,000	120,500.00
	A00-5.1440.400	Engineer - Contractual	2,450.00	56,400	53,950.00		66,400	63,950.00
	A00-5.1620.405	Buildings - Information Te	165.00	246,482	218,626.41		318,482	284,808.54
	A00-5.1620.430	Buildings - Cleaning	351.25	13,200	12,112.61		318,482	284,622.29
	A00-5.3310.400	Traffic Control - Contract	450.00	1,000	527.64		1,000	527.64
	A00-5.9050.800	Unemployment Insurance	6,693.15	5,000	1,701.19-	Y	5,000	1,701.19- Y
	B00-5.3620.400	P & D - Contractual	1,540.00	35,535	33,995.00		54,515	48,504.02
	B00-5.8020.450	Planning - Attorney	2,074.00	20,000	17,926.00		21,500	19,330.43
	** 2021 YEAR TOTALS		56,354.56					

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	LINE ITEM ANNUAL BUDGET	LINE ITEM BUDGET OVER AVAILABLE BUDG	GROUP BUDGET ANNUAL BUDGET	GROUP BUDGET OVER AVAILABLE BUDG
2021-2022	A00-2.700	Rec Dept Clearing Acct	290.00				
	A00-5.1220.401	Supervisor - Office Suppli	238.00	3,000	2,314.10	102,700	96,907.40
	A00-5.1410.401	Town Clerk - Office Suppli	14.18	2,200	1,993.84	10,277	9,084.50
	A00-5.1410.408	Town Clerk - Printing/Ads	48.96	1,200	1,040.61	10,277	9,084.50
	A00-5.1620.400	Buildings - Contractual	729.37	4,000	3,233.48	318,482	284,973.54
	A00-5.1620.440	Buildings - Repairs	675.56	5,000	4,246.88	318,482	284,973.54
	A00-5.3120.400	Police - Contractual	603.25	30,115	28,996.25	485,957	448,570.57
	A00-5.3120.401	Police - Office Supplies	226.36	12,785	12,305.96	485,957	448,570.57
	A00-5.3120.402	Police - Seminars/Conferen	299.00	24,725	23,131.00	485,957	448,570.57
	A00-5.3120.404	Police - Books/Publication	305.10	7,585	6,957.90	485,957	448,570.57
	A00-5.3120.412	Police - Vehicle Repair	72.74	76,751	72,772.26	485,957	448,570.57
	A00-5.3120.425	Police - Building Maintena	388.25	2,650	2,261.75	485,957	448,570.57
	A00-5.3120.446	Police - Maintenance Contr	2,746.45	49,262	43,990.56	485,957	448,570.57
	A00-5.3120.448	Police - Uniforms & Cleani	187.00	44,962	43,478.27	485,957	448,570.57
	A00-5.5132.400	Garage - Miscellaneous	316.68	1,250	933.32	69,240	66,294.56
	A00-5.5132.425	Garage - Garage/Bldg Maint	71.50	16,750	15,833.52	69,240	66,294.56
	A00-5.5132.430	Garage - Cleaning/Bathroom	273.20	2,800	2,235.50	69,240	66,294.56
	B00-5.3620.402	P & D - Training/Conferenc	180.00	2,300	2,100.00	54,515	50,044.02
	B00-5.8010.408	Zoning - Advertising	70.29	600	503.65	5,200	5,103.65
	B00-5.8020.408	Planning - Advertising	35.94	600	504.43	21,500	21,404.43
	CM1-5.3120.493	DWI Equipment - Contractu	381.28	0	762.56- Y	0	810.56- Y
	DA0-5.5130.411	Machinery - Vehicle Expens	6,463.93	121,550	108,382.91	187,894	172,782.45
	DA0-5.5130.440	Machinery - Equipment Expe	119.45	45,044	43,908.16	187,894	172,782.45
	DA0-5.5142.421	Snow Removal - Phones/Page	112.89	1,950	1,557.04	701,308	387,853.99
	DA0-5.5142.447	Snow Removal - Shop Suppli	127.72	37,891	36,310.22	701,308	387,853.99
	DA0-5.5142.448	Snow Removal - Uniforms/Cl	543.72	13,515	12,499.42	701,308	387,853.99
	DA0-5.5142.470	Snow Removal - Materials	39,582.10	437,500	145,146.29	701,308	387,853.99
	DA0-5.5142.471	Snow Removal - Repairs	327.07	35,375	34,831.62	701,308	387,853.99
	DA0-5.5142.474	Snow Removal - Tires	1,306.72	17,000	13,842.40	701,308	387,853.99
	** 2021-2022 YEAR TOTALS **		56,736.72				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	LINE ITEM ANNUAL BUDGET	LINE ITEM BUDGET OVER AVAILABLE BUDG	GROUP BUDGET ANNUAL BUDGET	GROUP BUDGET OVER AVAILABLE BUDG
2021	A00-2.631	Due to Other Governments	1,279.91				
	A00-5.1220.403	Supervisor - Assocations/D	1,500.00	2,500	940.00	102,700	95,407.40
	A00-5.1220.480	Supervisor - Payroll	2,014.29	42,700	38,972.01	102,700	94,893.11
	A00-5.1620.405	Buildings - Information Te	18,471.60	246,482	200,319.81	318,482	266,501.94
	A00-5.1620.421	Buildings - Phone	859.27	10,000	8,361.17	318,482	284,114.27
	A00-5.1620.430	Buildings - Cleaning	126.25	13,200	12,337.61	318,482	284,847.29
	A00-5.1620.450	Buildings - Pest Control	105.00	1,400	1,295.00	318,482	284,868.54
	A00-5.1620.485	Buildings - Snow Removal	280.00	2,000	1,720.00	318,482	284,693.54
	A00-5.1640.410	Central Garage - Gasoline	3,102.44	90,000	79,375.30	93,000	81,725.63
	A00-5.1910.400	Unallocated Insurance	9,187.00	184,000	31,515.32- Y	184,000	31,515.32- Y
	A00-5.1950.400	Taxes on Town Property	600.79	1,500	899.21	1,500	899.21
	A00-5.9045.800	Life Insurance	391.00	5,250	4,468.00	5,250	4,468.00
	A00-5.9050.800	Unemployment Insurance	8.04	5,000	4,983.92	5,000	4,983.92
	A00-5.9061.800	Health Insurance Opt-Out	1,050.00	30,000	28,396.16	30,000	28,396.16
	B00-5.3620.421	P & D - Phone	278.23	2,800	2,338.60	54,515	49,765.79
	SR1-5.8160.400	Refuse - Contractual	112,500.67	1,230,040	1117,539.33	1,230,040	1,117,539.33
	SR2-5.8160.400	Refuse - Contractual	12,534.33	140,070	127,535.67	140,070	127,535.67
	** 2021 YEAR TOTALS		164,288.82				

BrightView
Landscape Services

Proposal for Extra Work at Manlius, Town of

Property Name	Manlius, Town of	Contact	Ed Theobald
Property Address	301 Brooklea Dr Fayetteville, NY 13066	To	Town of Manlius
		Billing Address	301 Brooklea Dr Fayetteville, NY 13066

Project Name: Bark Mulch

Project Description: Labor and Material to install brown bark mulch in planting beds

Scope of Work

Brightview Landscapes will provide labor and materials to install a 1" coating of brown bark mulch over existing planting beds. This work includes tree circles and planting beds that currently have bark mulch in them. This will be a one time service for the season that includes up to 10 cu. yds. of bark mulch.

QTY	UoM/Size	Material/Description
10.00	YARD	Syracuse - Brown Mulch Installed

For Internal use only

SO#	7412472
JOB#	442600060
Service Line	130

Total Price $875.14

THIS IS NOT AN INVOICE

This proposal is valid for 60 days unless otherwise approved by BrightView Landscape Services, Inc.

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only, contained or referred to herein. All materials shall conform to bid specifications.

2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.

3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license and permit requirements of the City, State and Federal Governments, as well as all other requirements of law.

4. **Taxes**: Contractor agrees to pay all applicable taxes, including sales tax where applicable on material supplied.

5. **Insurance**: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Client/ Owner, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with $1,000,000 limit of liability.

6. **Liability**: Contractor shall indemnify the Client/Owner and its agents and employees from and against any third party liabilities that arise out of Contractor's work to the extent such liabilities are adjudicated to have been caused by Contractor's negligence or willful misconduct. Contractor shall not be liable for any damage that occurs from Acts of God are defined as those caused by windstorm, hail, fire, flood, earthquake, hurricane and freezing, etc. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this agreement within sixty (60) days. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Client/Owner or not under Client/Owner management and control shall be the sole responsibility of the Client/Owner.

7. **Subcontractors**: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.

8. **Additional Services**: Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.

9. **Access to Jobsite**: Client/Owner shall provide all utilities to perform the work. Client/Owner shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the owner makes the site available for performance of the work.

10. **Invoicing**: Client/Owner shall make payment to Contractor within fifteen (15) days upon receipt of invoice. In the event the schedule for the completion of the work shall require more than thirty (30) days, a progress bill will be presented by month end and shall be paid within fifteen (15) days upon receipt of invoice.

11. **Termination**: This Work Order may be terminated by the either party with or without cause, upon seven (7) work days advance written notice. Client/Owner will be required to pay for all materials purchased and work completed to the date of termination and reasonable charges incurred in demobilizing.

12. **Assignment**: The Owner/Client and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Owner/Client nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.

13. **Disclaimer**: This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Owner. If the Client/Owner must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Client/Owner directly to the designer involved.

14. **Cancellation**: Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Client/Owner will be liable for a minimum travel charge of $150.00 and billed to Client/Owner.

The following sections shall apply where Contractor provides Customer with tree care services:

15. **Tree & Stump Removal**: Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Client/Owner. Defined backfill and landscape material may be specified. Client/Owner shall be responsible for contacting Underground Service Alert to locate underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Client/Owner's expense.

16. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (international Society of Arboricultural) standards will require a signed waiver of liability.

Acceptance of this Contract
Contractor is authorized to perform the work stated on the face of this Contract. Payment will be 100% due at time of billing. If payment has not been received by BrightView within fifteen (15) days after billing, BrightView shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Client/Owner. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 30 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

Signature	Title
	Property Manager
Ed Theobald	January 11, 2021
Printed Name	Date

BrightView Landscape Services, Inc. "BrightView"

Signature	Title
	Account Manager
David Kiehl	January 11, 2021
Printed Name	Date

Job #: 442600060 Proposed Price: $875.14
SO # 7412472

Exclusions And Qualifications

Personnel/ Working Hours

- This Proposal is based upon personnel working normal daytime hours, 8 hour work day, 40 hour work week. Proposal excludes working in an ineffective manner (rain, unsafe working conditions, etc.)
- BrightView is an open shop contractor, non-signatory to any labor agreements.
- This Proposal is based on non-prevailing wage and non-union labor rates.
- This proposal is based on performing the work in one continuous operation and includes one mobilization of equipment, tools and resources to and from site.

Utilities, Traffic Control, and Permitting

- BrightView excludes any permits or applicable fees in this proposal. Permits and fees, if required, are to be supplied and paid for by others including street closure and traffic control plans.
- Permanent or temporary Water meter fees, permits, installation and cost for water not included in proposal.
- BrightView Landscape Maintenance, Inc. is not responsible for underground or overhead utilities or their re-routing.
- BrightView is not responsible for unmarked private utilities.
- A minimum of (48) hour notice prior to mobilization must be provided for proper underground utility marking, etc. in public areas.
- The owner shall be responsible for identifying and marking all underground utilities within in the work site.
- BrightView shall accept no responsibility for damage to any unmarked underground utilities.

Scope of Work/ Project Specifications

- No import or export soils are provided for in this proposal except as noted in the scope of work. All planting spoils to be used on-site.
- Equipment access roads and level crane pads are to be provided at the time of installation and approved by BrightView prior to mobilization.
- Any and all concrete or asphalt cutting, demolition, removal and replacement to be performed by others.
- Hardscape, electrical, surveying, metal work or waterproofing or any other scope not specified in this proposal are excluded.
- No demolition work is provided for in this proposal except as noted in the scope of work.
- BrightView will receive the site clean and free of weeds and construction debris and in finish graded condition (plus or minus 1/10th foot)
- Site is to be readily accessible by smooth bucket skip loader, forklift, and workmen with hand tools, semi-truck and trailer.
- Cutting, patching or penetration of planter walls is excluded. Coring of structures has not been included. All necessary penetrations into existing planters, sealing of these penetrations, etc. to be by others.
- Waterproofing, protection boards, and topping slabs shall be completed, in place and tested by others prior to mobilization.
- Specified plant materials are subject to availability at the time of construction.

Warranty

- BrightView shall Warranty all shrubs, ground cover and vines for a period of (90) days. Specimen trees for a period of one (1) year. Warranty will extend for as long as BrightView is retained as the maintenance provider.
- Warranty does not extend beyond the natural life cycle of the plant material. (E.G. annual color, perennials, biennials, etc.)

BrightView
Landscape Services

Proposal for Extra Work at Manlius, Town of

Property Name	Manlius, Town of	Contact	Ed Theobald
Property Address	301 Brooklea Dr Fayetteville, NY 13066	To Billing Address	Town of Manlius 301 Brooklea Dr Fayetteville, NY 13066

Project Name: Edging

Project Description: Labor to perform edging of landscape planting beds

Scope of Work

Brightview Landscapes will provide labor to perform edging on all existing planting beds. The beds will be edged to a depth of 2-3" and leave the beds looking sharp and well defined. Edging will be done by hand or with a power edger. This will be a one time service for the season.

QTY	UoM/Size	Material/Description
3.62	HOUR	Enhancement Laborer

For internal use only

SO#	7412453
JOB#	442600060
Service Line	130

Total Price $163.32

THIS IS NOT AN INVOICE

This proposal is valid for 60 days unless otherwise approved by BrightView Landscape Services, Inc.

6810 E Seneca Turnpike, Jamesville, NY 13078 ph. (315) 469-0000 fax

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only, contained or referred to herein. All materials shall conform to bid specifications.

2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.

3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license and permit requirements of the City, State and Federal Governments, as well as all other requirements of law.

4. **Taxes**: Contractor agrees to pay all applicable taxes, including sales tax where applicable on material supplied.

5. **Insurance**: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Client/ Owner, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with $1,000,000 limit of liability.

6. **Liability**: Contractor shall indemnify the Client/Owner and its agents and employees from and against any third party liabilities that arise out of Contractor's work to the extent such liabilities are adjudicated to have been caused by Contractor's negligence or willful misconduct. Contractor shall not be liable for any damage that occurs from Acts of God are defined as those caused by windstorm, hail, fire, flood, earthquake, hurricane and freezing, etc. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this agreement within sixty (60) days. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Client/Owner or not under Client/Owner management and control shall be the sole responsibility of the Client/Owner.

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13. **Disclaimer**: This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Owner. If the Client/Owner must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Client/Owner directly to the designer involved.

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Acceptance of this Contract
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Customer

	Property Manager
Signature	Title
Ed Theobald	January 11, 2021
Printed Name	Date

BrightView Landscape Services, Inc. "BrightView"

	Account Manager
Signature	Title
David Kiehl	January 11, 2021
Printed Name	Date

Job #: 442600060 Proposed Price: $163.32
SO # 7412453

Exclusions And Qualifications

Personnel/ Working Hours

- This Proposal is based upon personnel working normal daytime hours, 8 hour work day, 40 hour work week. Proposal excludes working in an ineffective manner (rain, unsafe working conditions, etc.)
- BrightView is an open shop contractor, non-signatory to any labor agreements.
- This Proposal is based on non-prevailing wage and non-union labor rates.
- This proposal is based on performing the work in one continuous operation and includes one mobilization of equipment, tools and resources to and from site.

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- BrightView is not responsible for unmarked private utilities.
- A minimum of (48) hour notice prior to mobilization must be provided for proper underground utility marking, etc. in public areas.
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Scope of Work/ Project Specifications

- No import or export soils are provided for in this proposal except as noted in the scope of work. All planting spoils to be used on-site.
- Equipment access roads and level crane pads are to be provided at the time of installation and approved by BrightView prior to mobilization.
- Any and all concrete or asphalt cutting, demolition, removal and replacement to be performed by others.
- Hardscape, electrical, surveying, metal work or waterproofing or any other scope not specified in this proposal are excluded.
- No demolition work is provided for in this proposal except as noted in the scope of work.
- BrightView will receive the site clean and free of weeds and construction debris and in finish graded condition (plus or minus 1/10th foot)
- Site is to be readily accessible by smooth bucket skip loader, forklift, and workmen with hand tools, semi-truck and trailer.
- Cutting, patching or penetration of planter walls is excluded. Coring of structures has not been included. All necessary penetrations into existing planters, sealing of these penetrations, etc. to be by others.
- Waterproofing, protection boards, and topping slabs shall be completed, in place and tested by others prior to mobilization.
- Specified plant materials are subject to availability at the time of construction.

Warranty

- BrightView shall Warranty all shrubs, ground cover and vines for a period of (90) days. Specimen trees for a period of one (1) year. Warranty will extend for as long as BrightView is retained as the maintenance provider.
- Warranty does not extend beyond the natural life cycle of the plant material. (E.G. annual color, perennials, biennials, etc.)

BrightView
Landscape Services

Proposal for Extra Work at Manlius, Town of

Property Name	Manlius, Town of	Contact	Ed Theobald
Property Address	301 Brooklea Dr Fayetteville, NY 13066	To Billing Address	Town of Manlius 301 Brooklea Dr Fayetteville, NY 13066

Project Name: Spring Cleanup

Project Description: Labor to perform general spring cleanup of lawn and landscape

Scope of Work

Brightview Landscapes will provide labor to perform a general cleanup of the lawn and landscape areas including removal of fallen twigs, litter, and other debris from the lawn and landscape. This spring cleanup, along with the other work done at the same time will have the landscape starting the year off looking sharp. This will be a one time service for the season.

QTY	UoM/Size	Material/Description
7.22	HOUR	Enhancement Laborer

For internal use only

SO#	7411997
JOB#	442600060
Service Line	130

Total Price $325.73

THIS IS NOT AN INVOICE

This proposal is valid for 60 days unless otherwise approved by BrightView Landscape Services, Inc.

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only, contained or referred to herein. All materials shall conform to bid specifications.

2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.

3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license and permit requirements of the City, State and Federal Governments, as well as all other requirements of law.

4. **Taxes**: Contractor agrees to pay all applicable taxes, including sales tax where applicable on material supplied.

5. **Insurance**: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Client/ Owner, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with $1,000,000 limit of liability.

6. **Liability**: Contractor shall indemnify the Client/Owner and its agents and employees from and against any third party liabilities that arise out of Contractor's work to the extent such liabilities are adjudicated to have been caused by Contractor's negligence or willful misconduct. Contractor shall not be liable for any damage that occurs from Acts of God are defined as those caused by windstorm, hail, fire, flood, earthquake, hurricane and freezing, etc. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this agreement within sixty (60) days. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Client/Owner or not under Client/Owner management and control shall be the sole responsibility of the Client/Owner.

7. **Subcontractors**: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.

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11. **Termination**: This Work Order may be terminated by the either party with or without cause, upon seven (7) work days advance written notice. Client/Owner will be required to pay for all materials purchased and work completed to the date of termination and reasonable charges incurred in demobilizing.

12. **Assignment**: The Owner/Client and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Owner/Client nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.

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16. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (international Society of Arboricultural) standards will require a signed waiver of liability.

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Customer

	Property Manager
Signature	Title
Ed Theobald	January 11, 2021
Printed Name	Date

BrightView Landscape Services, Inc. "BrightView"

	Account Manager
Signature	Title
David Kiehl	January 11, 2021
Printed Name	Date

Job #: 442600060 Proposed Price: $325.73
SO # 7411997

Exclusions And Qualifications

Personnel/ Working Hours

- This Proposal is based upon personnel working normal daytime hours, 8 hour work day, 40 hour work week. Proposal excludes working in an ineffective manner (rain, unsafe working conditions, etc.)
- BrightView is an open shop contractor, non-signatory to any labor agreements.
- This Proposal is based on non-prevailing wage and non-union labor rates.
- This proposal is based on performing the work in one continuous operation and includes one mobilization of equipment, tools and resources to and from site.

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- BrightView is not responsible for unmarked private utilities.
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- The owner shall be responsible for identifying and marking all underground utilities within in the work site.
- BrightView shall accept no responsibility for damage to any unmarked underground utilities.

Scope of Work/ Project Specifications

- No import or export soils are provided for in this proposal except as noted in the scope of work. All planting spoils to be used on-site.
- Equipment access roads and level crane pads are to be provided at the time of installation and approved by BrightView prior to mobilization.
- Any and all concrete or asphalt cutting, demolition, removal and replacement to be performed by others.
- Hardscape, electrical, surveying, metal work or waterproofing or any other scope not specified in this proposal are excluded.
- No demolition work is provided for in this proposal except as noted in the scope of work.
- BrightView will receive the site clean and free of weeds and construction debris and in finish graded condition (plus or minus 1/10th foot)
- Site is to be readily accessible by smooth bucket skip loader, forklift, and workmen with hand tools, semi-truck and trailer.
- Cutting, patching or penetration of planter walls is excluded. Coring of structures has not been included. All necessary penetrations into existing planters, sealing of these penetrations, etc. to be by others.
- Waterproofing, protection boards, and topping slabs shall be completed, in place and tested by others prior to mobilization.
- Specified plant materials are subject to availability at the time of construction.

Warranty

- BrightView shall Warranty all shrubs, ground cover and vines for a period of (90) days. Specimen trees for a period of one (1) year. Warranty will extend for as long as BrightView is retained as the maintenance provider.
- Warranty does not extend beyond the natural life cycle of the plant material. (E.G. annual color, perennials, biennials, etc.)

BrightView
Landscape Services

Proposal for Extra Work at Manlius, Town of

Property Name	Manlius, Town of	Contact	Ed Theobald
Property Address	301 Brooklea Dr Fayetteville, NY 13066	To Billing Address	Town of Manlius 301 Brooklea Dr Fayetteville, NY 13066

Project Name: Fall Clean Up

Project Description: Labor to provide fall clean up for the site

Scope of Work

Brightview Landscapes will provide labor to perform a fall cleanup of the entire site. This service will typically be performed in late October or early November. Leaves, litter and other debris will be removed from the lawn and landscape areas. Debris will be picked up and removed from the site. This will be a one time service for the season.

QTY	UoM/Size	Material/Description
9.00	HOUR	Enhancement Laborer

For Internal use only

SO#	7412509
JOB#	442600060
Service Line	130

Total Price $406.04

THIS IS NOT AN INVOICE

This proposal is valid for 60 days unless otherwise approved by BrightView Landscape Services, Inc.

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only, contained or referred to herein. All materials shall conform to bid specifications.

2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.

3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license and permit requirements of the City, State and Federal Governments, as well as all other requirements of law.

4. **Taxes**: Contractor agrees to pay all applicable taxes, including sales tax where applicable on material supplied.

5. **Insurance**: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Client/ Owner, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with $1,000,000 limit of liability.

6. **Liability**: Contractor shall indemnify the Client/Owner and its agents and employees from and against any third party liabilities that arise out of Contractor's work to the extent such liabilities are adjudicated to have been caused by Contractor's negligence or willful misconduct. Contractor shall not be liable for any damage that occurs from Acts of God are defined as those caused by windstorm, hail, fire, flood, earthquake, hurricane and freezing, etc. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this agreement within sixty (60) days. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Client/Owner or not under Client/Owner management and control shall be the sole responsibility of the Client/Owner.

7. **Subcontractors**: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.

8. **Additional Services**: Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.

9. **Access to Jobsite**: Client/Owner shall provide all utilities to perform the work. Client/Owner shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the owner makes the site available for performance of the work.

10. **Invoicing**: Client/Owner shall make payment to Contractor within fifteen (15) days upon receipt of invoice. In the event the schedule for the completion of the work shall require more than thirty (30) days, a progress bill will be presented by month end and shall be paid within fifteen (15) days upon receipt of invoice.

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Customer

	Property Manager
Signature	Title
Ed Theobald	January 11, 2021
Printed Name	Date

BrightView Landscape Services, Inc. "BrightView"

	Account Manager
Signature	Title
David Kiehl	January 11, 2021
Printed Name	Date

Job #: 442600060 Proposed Price: $406.04
SO # 7412509

Exclusions And Qualifications

Personnel/ Working Hours

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- BrightView shall Warranty all shrubs, ground cover and vines for a period of (90) days. Specimen trees for a period of one (1) year. Warranty will extend for as long as BrightView is retained as the maintenance provider.
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BrightView
Landscape Services

Proposal for Extra Work at Manlius, Town of

Property Name	Manlius, Town of	Contact	Ed Theobald
Property Address	301 Brooklea Dr Fayetteville, NY 13066	To Billing Address	Town of Manlius 301 Brooklea Dr Fayetteville, NY 13066

Project Name: Pruning

Project Description: Labor to prune small trees and shrubs

Scope of Work

Brightview Landscapes will provide labor to prune small trees and shrubs at various times throughout the season. Plants and trees will be pruned according to its growth habits, flowering time and plant structure. Most plants will receive pruning 2 or 3 times per season. Small trees are ones we can prune from the ground without ladders or bucket trucks. We can prune to a height of about 12 feet. Debris will be cleaned up and removed from the site.

QTY	UoM/Size	Material/Description
18.05	HOUR	Enhancement Laborer

For Internal use only

SO#	7412485
JOB#	442600060
Service Line	130

Total Price $814.33

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BrightView Landscape Services, Inc. "BrightView"

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Job #: 442600060 Proposed Price: $814.33
SO # 7412485

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- Warranty does not extend beyond the natural life cycle of the plant material. (E.G. annual color, perennials, biennials, etc.)

INTEGRA

Service Terms & Conditions

Article I-Parties

THIS AGREEMENT made as of, by and between Town of Manlius Highway Dept, a corporation existing under the laws of the State of New York, with an office and place of business at 5970 Clemons Road, East Syracuse, NY 13057 (Hereinafter referred to as "CLIENT"), and KTCM, LLC – DBA, Integra Discovery Services, with an office and place of business at 634 Old Liverpool Road, Suite 1, Liverpool, NY 13088 (hereinafter referred to as "INTEGRA"). In consideration of the premises and of the mutual promises of each party to the other herein contained, it is hereby mutually agreed as follows:

Article II-Statement of Services

INTEGRA agrees that it will make available to CLIENT, to the extent and in the manner hereinafter provided, its services and pricing stated in exhibit I attached hereafter. Effective January 18, 2021, CLIENT has requested to use INTEGRA for DOT physicals, DOT urine drug testing & breath alcohol testing for their employees. CLIENT has requested for INTEGRA to place them into a random selection program with the first selection to be pulled April 1, 2021.

Article III-Compensation

In consideration of and for services rendered to and for CLIENT by INTEGRA, CLIENT agrees to pay the applicable rates as stated in exhibit I or exhibit II attached hereafter. INTEGRA reserves their rights to change the applicable rates after providing CLIENT thirty (30) days notice. CLIENT's payments shall be made to KTCM, LLC within thirty (30) days from the date of invoice. A service charge of 10% per year will start being assessed on a monthly basis on balances more than 30 days past due subject to applicable law. CLIENT agrees that this percentage is reasonable and necessary to protect INTEGRA's business interests. Each invoice shall fairly and accurately state in sufficient detail the actual services performed, the office performing said services, the period of performance, and the fees and expenses that is applicable. All payments shall be made payable to KTCM, LLC under the terms and provisions of this agreement.

Article IV-Indemnification

Client agrees to indemnify and hold harmless INTEGRA, its predecessors, successors, assigns, officers, directors, employees, agents and representatives from and against any and all liability, damage, loss, cost and expense which they may suffer as a result of claims, demands, costs or judgments against them arising from INTEGRA"S negligent performance of service under this Agreement, violations of law, or from INTEGRA's breach of duty of confidence owed to the CLIENT under this Agreement. It is further agreed that, for the valuable consideration above, CLIENT hereby agrees to defend, indemnify and hold harmless INTEGRA, its stockholders, predecessors, successors, assigns, officers, directors, employees, agents and representatives from and against any and all liability, damage, loss, cost and expense, including reasonable attorney's fees, which they may suffer as a result of claims, demands, costs, or judgments against them, arising from the testing laboratory, Medical Review Officer and CLIENT'S alleged negligence, breaches of confidentiality, wrongful terminations, violations of law, and drug testing policy and procedure. INTEGRA possesses and hereby agrees to maintain adequate liability insurance coverage and/or resources for the term of this Agreement. In consideration thereof, CLIENT hereby agrees to possess and maintain same.

Article V-Force Majeure

Neither party shall be deemed to be in default on account of delays in the performance of services or any other act to be performed by the parties under this Agreement due to any other cause to the extent it is beyond the non-performing party's control and not occasioned by the non-performing party's fault or negligence, provided, however, that promptly upon the occurrence of any event which may result in a delay in the performance of services or acts hereunder, the non-performing party shall give notice thereof to the other party, which notice shall identify such occurrence and specify the period of delay which may be reasonably expected to result there from. In the event performance shall be delayed due to any such cause for a period of more than thirty (30) days after the date of performance would otherwise be done, the other party shall have the option to terminate this Agreement upon written notice given to the non-performing party within five (5) business days after the expiration of such thirty (30) day period, and such termination shall discharge all obligations and liabilities of the parties hereunder with the exception of those obligations provided for in Articles VI and VII.

Article VI-Termination

Either party may terminate this Agreement or any renewal thereof by giving the other party written notice of the party's intention to so terminate. The termination will become effective on the thirtieth (30th) day immediately following the date of the sending of said notice. INTEGRA may immediately terminate this Agreement if CLIENT violates Article III hereunder.

Article VII-Entire Agreement

This agreement supersedes all prior discussions, understandings, literature and agreements, written or implied, between the parties with respect to the matters contained herein. This agreement contains the sole and entire agreement between the parties with respect to the transactions contemplated herein. This agreement may not be amended or modified except by an amendment or modification in writing executed by both parties. Notice of any termination shall be given in writing and sent by certified mail, return receipt requested to the parties' attention below. IN WITNESS WHEREOF, the parties hereto have executed or caused these presents to be executed in duplicate. Each duplicate shall be deemed to be an original. This Agreement is effective upon INTEGRA's commencement of the very first service rendered to CLIENT.

Town of Manlius Highway Department:	**Integra Discovery Services.**
By:_____	By: _____
Print Name:_____	Print Name: Ashley M. Marani
Title:_____	Title: Director of Operations
Taxpayer ID No.:_____	Taxpayer ID No.: 47-1483356
Date:_____	Date:_____

Exhibit 1
Initial _____

I. **IN-OFFICE;** Our office, Monday-Friday, 8:30am-4:00pm. Walk in clinic, no appointment necessary

A. *DOT Urine Specimen Test* *Price includes lab analysis on collection, supplies and MRO services*	$65.00 per 5 panel test
B. *Breath Alcohol Test*	$45.00 per screening $25.00 per confirmation
C. DOT Physicals * appointment required*	$100.00 each
D. ***Random Consortium***	$100.00 yearly

***No Show;** 80% ($80.00) No Show fee for a donor who fails to appear for a scheduled service (DOT physical) without 24-hour advance cancellation notice

II. **MOBILE** Client's on-site mobile service requires a minimum advance scheduling notice of three days, and in the case of multiple collections, consecutive scheduling of the collections shall occur. H**olidays are 1.5x the mobile fee rates.**

For all mobile on-site collections there is an **on-site fee of $90.00 plus the cost of the collections**

Mileage is portal to portal at a rate of $0.58 per mile

III. **EMERGENCY SERVICE RATES** Post Accident/Reasonable Suspicion or Mobile Service Requests with less than 24-hour notification.

A. *In-Office, After hours and Sat, Sun and Holidays:*

*Urine Drug Test	$65.00 per 5 panel test
*Breath Alcohol Test	$45.00 per screening $25.00 per confirmation
*After Hours Fee	$100.00

B. *Mobile 24-hour service; All mileage is portal to portal.*

*Emergency Mobile on-site Fee	$100.00
*Urine Drug Test	$65.00 per 5 panel test
*Breath Alcohol Test	$45.00 per screening $25 per confirmation
*Mileage	$0.58 per mile

Initial _____

Permit Issued Under Section 149 of the Highway Law

Distribution: ~~1 copy Municipality~~
1 copy OCWA – copy to File#14

Project No.: 4210045

The undersigned, the Town Superintendent of Highways of the Town of Manlius, County of Onondaga, upon the written application of ONONDAGA COUNTY WATER AUTHORITY, dated on the _____ day of _____, _____, and filed with him/her, as provided by Section 149 of the Highway Law, hereby grants permission to said applicant to extend 8" water main on Brickyard Falls, Town of Manlius, as shown on the attached map entitled: **8" System Betterment, Brickyard Falls Road, Quarry Road to Dead End, Town of Manlius**, Map File #1928, sheet 1, dated 12/17/20 with a plan-approved date of 1/7/21.

Note: All affected pavement to be repaired / replaced.

This permit is granted subject to the following conditions:

1. The work authorized by this permit shall be performed in a manner satisfactory to the Town Superintendent.
2. The applicant is to keep in good repair all pipes, hydrants or appurtenances which may be placed within the bounds of the highway under terms of this permit and is to save the Town harmless from all damages which may accrue by reason of their location in the highway, and upon notice by the Town Superintendent, agrees to make any repairs required for the protection and preservation of the highway; and further agrees that upon failure of the applicant to make such repairs, they may be made by the Town Superintendent at the expense of the applicant and such expense shall be a prior lien upon the land benefited by the use of the highway for such pipes, hydrants and appurtenances.
3. The drainage, sewer or water pipes or appurtenances which are laid under this permit shall be so placed as not to interrupt or interfere with public travel upon the highway; and the earth removed must be replaced, and the highway left in all respects in as good condition as before the work was performed.
4. That such drainage, sewer or water pipes must be placed at least four (4) feet below and in such a manner as in no way to interfere with the pavement, shoulders or drainage ditches of the highway and that portion of the trench which passes under the pavement shall be bored or pipe-driven and in no case shall the pavement be disturbed. Upon the completion of the work, the highway shall be left in as good condition as before the work was performed and to the satisfaction of the Town Superintendent.
5. It is agreed by the applicant that any injury or disturbance of the pavement portion of the highway, its shoulders or drainage ditches which may occur hereafter by reason of the laying of said drainage, sewer or water pipes and their appurtenances shall be repaired by and at the expense of the applicant to the satisfaction of the Town Superintendent.
6. The said Town Superintendent may, upon the failure of the applicant to comply with any of the conditions contained herein, revoke this permit and remove any pipes or hydrants, or other appurtenances, which may have been placed in the highway under this permit.
7. If the road upon which this permit is issued is at the time of issuance a Town highway, and should it be thereafter improved as a State highway or County road, or by any municipality, it is agreed that the applicant shall, before its improvement at the applicant's own expense, remove drainage, sewer or water pipes or appurtenances which may be placed under this permit and will relay the same in conformity with the directions of the engineer in charge of such improvement and in accordance with the rules and regulations prescribed by the State Superintendent of Public works or the county Superintendent of Highways as the case may be.
8. The undersigned applicant agrees to accept full responsibility and liability because of said work and further agrees to save the Town of Manlius and the County of Onondaga free from any and all responsibility and liability thereof.

Dated this _____)
Day of _____)

Robert A Ck
Town Superintendent

I hereby agree to conform to the conditions contained in the foregoing permit.

ONONDAGA COUNTY WATER AUTHORITY
Patrick Sherlock, P.E., Engineering Manager

The undersigned, members of the Town Board of the Town of _____, hereby consent to the grant of the foregoing permit.

Dated this _____)
Day of _____)

_____ Supervisor
_____)
_____) Justices of
_____) the Peace
_____)

Dated this _____)
Day of _____)

_____
County Superintendent

LOCATION OF UTILITIES ARE APPROXIMATE AND SHOULD BE VERIFIED BY CONTRACTOR IN FIELD.

N

ROLLING RIDGE DR.

BRICKYARD FALLS RD.

181A

180V

180W

180Y

207J

QUARRY ROAD

FARLEY LANE

CLEARWATER CIR.

BRICKYARD WATER SUPPLY DISTRICT - 0717

SOUTHTOWN WD L580

BRICKYARD WATER SUPPLY DISTRICT-0717

TOWN OF MANLIUS

TOWN OF POMPEY

FOR SHUT-DOWN SEE VALVE SKETCH 276U 315X

276T

FOR SHUT-DOWN SEE VALVE SKETCH 157S

FOR SHUT-DOWN SEE VALVE SKETCH 180U

4210045
5¼" M.J. HYD.-N.S. RESTRAINED TO 6" H.B.V.

3-23
8"X6"M.J. SWVL.TEE W/6"M.J. GATE VALVE BLK.W/CONC.

5-88
8"X8"M.J.TEE W/8"M.J. PLUG BLK.W/CONC.

8-95
8"X6"M.J. SWVL.TEE W/6"M.J. GATE VALVE BLK.W/CONC.

9-00
8"M.J. GATE VALVE

9-11
8"-11.25° M.J. BEND BLK. W/ CONC.

11-14
8"X8"M.J.TEE W/8"M.J. PLUG BLK.W/CONC.

11-48
2" PERM B.O.

11-50
8"M.J.PUSH IN PLUG RESTRAINED BLK.W/CONC. END4210045

START 8" FIELD LOCKS

0-08
12"X12"M.J. TEE W/12"M.J. PLUG RESTRAINED BLK.W/CONC.

0-00
12"X12"TS&V W/12" GATE VALVE RESTRAINED BLK.W/CONC. START 4210045

3/4" INJ.PT.

0-70
12"X8"M.J. REDUCER

8"DICL 4210045

12" DICL

8" DICL

AP1581, MF 878 P5

AB4-24, MF 1012

3RD-COMPLETE CUT AND CAP.
AFTER NEW MAIN IS TESTED AND CHLORINATED AND ALL SERVICES HAVE BEEN SWITCHED OVER CUT OUT EXISTING 8"GATE VALVE AND 12"X8" REDUCER AND PLUG EXISTING 12"X12" TEE WITH (1) 12" M.J PLUG. CAP EXISTING 8"DICL WITH (1) 8"M.J.CAP. BLOCK WITH CONCRETE.

THIS CUT AND CAP CAN ONLY BE COMPLETED AFTER ALL CUSTOMERS ALONG QUARRY ROAD AND TO THE WEST HAVE BEEN NOTIFIED OF THE SHUTDOWN BY MAIL. TO BE COORDINATED WITH OCWA.

2ND-COMPLETE CUT AND CAP
AFTER NEW MAIN IS TESTED AND CHLORINATED AND ALL SERVICES HAVE BEEN SWITCHED OVER CUT OUT EXISTING 8"M.J. TEE AND TIE INTO 8"DICL USING 10' OF 8"DICL AND (1) 8" SOLID SLEEVE. CAP EXISTING 8" DI USING (2) 8"M.J. CAPS. BLOCK WITH CONCRETE.

1ST-COMPLETE CUT AND CAP
AFTER NEW MAIN IS TESTED AND CHLORINATED AND ALL SERVICES HAVE BEEN SWITCHED OVER CUT OUT EXISTING 8"M.J. TEE AND TIE INTO 8"DICL USING 10' OF 8"DICL AND (1) 8" SOLID SLEEVE. CAP EXISTING 8" DICL USING (2) 8"M.J. CAPS. BLOCK WITH CONCRETE.

DEAD END MAIN

DEAD END MAIN

NO BACKUP SUPPLY FROM THE WEST

- HIGH PRESSURE PRV REQUIRED

HIGH PRESSURE
PRVs REQUIRED

PRESSURE CHECK

SUPPLY TOH (HIGHEST) - 970'	SUPPLY TOH (LOWEST) - 970'
GROUND ELEV. (LOWEST) - 685'	GROUND ELEV. (HIGHEST) - 730'
FEET OF HEAD - 283'X .43	FEET OF HEAD - 239'X .43
HIGHEST PRESSURE - 121 PSI	LOWEST PRESSURE - 103 PSI

LEGEND

- EXISTING WATER MAINS & HYDRANTS
- WATER MAINS & HYDRANTS INSTALLED UNDER 4210045
- HYDRANT THREAD CODE / HYDRANT NUMBER (9999)
- GATE VALVE
- WATER SERVICE & CURB BOX.
- STORM SEWER W/ CATCH BASINS
- SANITARY SEWER W/ MANHOLES
- GAS MAIN
- UGE — UNDERGROUND ELECTRIC CABLE
- UGT — UNDERGROUND TELEPHONE CABLE
- FM — SEWER FORCE MAIN
- MON, M, PT, I.P. — MONUMENT, PROPERTY LINE, POINT OF TANGENT & IRON PIPE
- CENTERLINE OF ROAD

ALL POLYWRAPPED

DESIGN DRAWING

THIS DRAWING IS INTENDED FOR CONSTRUCTION. SEE RECORD DRAWING WHEN COMPLETE. FOR AS BUILT INFORMATION.

SHEET 1

L580 - SOUTHTOWN WD
0717 - BRICKYARD WATER SUPPLY DIST. '400' Pg. 79

PATRICK M. SHERLOCK N.Y.S. P.E. LIC. NO. 091836 — DATE 1/7/21

REVISION	DATE	BY
PLAN APPROVED	1/7/21	PMS

OCWA
NORTHERN CONCOURSE PO BOX 4949 SYRACUSE, NY 13211

8" SYSTEM BETTERMENT

BRICKYARD FALLS RD.
QUARRY RD. TO DEAD END
TOWN OF MANLIUS / POMPEY

DESIGN JAK	SCALE: 1" = 50'		MAP FILE 1928
DRAWN JAK			
CHECKED SJD	FILE No. 4210045		TRACT MAP
DATE 12/17/20			

Town Clerk Annual Report
January 01, 2020 - December 31, 2020

Account#	Account Description	Fee Description	Qty	Local Share
A00.4.1255	Clerk Fees	Certified Marriage Transcript	99	1,187.70
		Marriage License	124	2,152.50
		Passport Fee	6	210.00
			Sub-Total:	**$3,550.20**
A00.4.2544	Dog Licensing	Exempt Dogs	6	0.00
		Female, Spayed	994	10,101.00
		Female, Unspayed	60	960.00
		Male, Neutered	959	9,765.00
		Male, Unneutered	83	1,365.00
		Replacement Tags	9	27.00
			Sub-Total:	**$22,218.00**
A00.4.2655	Minor Sales	Copies - Regular	20	165.25
			Sub-Total:	**$165.25**
A1255	Conservation	Conservation	170	757.23
			Sub-Total:	**$757.23**
A2530	Racing & Wagering Fees	Games of Chance License	1	10.00
		Raffle License	1	10.00
		Raffle Proceeds	1	1,979.37
			Sub-Total:	**$1,999.37**
B00.4.2110	Zoning Fees	Zone Change Fees	5	1,500.00
		Zoning Board Variance	17	1,700.00
			Sub-Total:	**$3,200.00**
B00.4.2115	Planning Board Fees	Subdivision Fees	2	600.00
			Sub-Total:	**$600.00**
B00.4.2555	Building & Alterations	Building Permit	89	32,718.35
		Building Permit Renewal	4	260.00
		Deck	26	1,950.00
		Demolition	3	195.00
		Fireplace	1	75.00
		Generator	12	926.00
		New House 1501-2000 sq. ft.	2	1,600.00
		New House 2001-2500 sq. ft.	8	7,800.00
		New House 2501-3000 sq. ft.	3	3,600.00
		New House 4001-5000 sq. ft.	2	3,200.00
		Pool Permit	51	5,100.00
		Shed	15	1,200.00
		Signs	5	900.00
	Buildings & Alterations	New House up to 1500 sq. ft.	1	600.00
			Sub-Total:	**$60,124.35**
B00.4.2590	Permits & Other	Highway Ageement	1	700.00
	Permits, Other	Special Permit	6	1,350.00
		Special Permit Renewal	4	400.00
			Sub-Total:	**$2,450.00**

Town Clerk Annual Report
January 01, 2020 - December 31, 2020

Account#	Account Description	Fee Description	Qty	Local Share
B00.4.2655	Minor Sales	Zoning Research Letter	36	1,080.00
			Sub-Total:	**$1,080.00**
B00.4.2770	Planning Board Fees	Site Plan Review	16	4,400.00
			Sub-Total:	**$4,400.00**
B00.42115	Planning Board Fees	Accessory Use Permit	5	500.00
			Sub-Total:	**$500.00**
TA2.320	Escrow Misc. Deposits	Legal Deposit	6	3,325.00
			Sub-Total:	**$3,325.00**
TA2.851	Engineering	Engineering Deposit	8	16,870.00
			Sub-Total:	**$16,870.00**
			Total Local Shares Remitted:	**$121,239.40**

Amount paid to:	N Y S Health Department	2,767.50
Amount paid to:	New York State Comptroller's Office	30.00
Amount paid to:	NYS Ag. & Markets for spay/neuter program	2,672.00
Amount paid to:	NYS Environmental Conservation	15,021.77

Total State, County & Local Revenues: $141,730.67

Total Non-Local Revenues: $20,491.27

To the Supervisor:
Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Allison Weber, Town Clerk, Town of Manlius during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor	Date	Town Clerk	Date
			01/22/2021

Town of
MANLIUS
New York

Request for Letters of Interest

Town Engineering Services

The Town of Manlius has established a procedure to periodically solicit proposals for professional service under contract with the Town in order to ensure that residents are getting high quality services at a competitive price.

The tasks of the Manlius Town Engineer are typically about half town-wide [compliance, highway, stormwater] and one-third part-town [planning & development] with the remaining portion attributable to special districts and developer-paid services.

1. PURPOSE

The Town of Manlius is seeking proposals from qualified professional engineering firms to provide engineering and consulting services to the Town. The firm selected by the Town Board will act as the Town Engineering Consultant.

2. SERVICES TO BE PROVIDED

The Town is seeking general municipal and technical engineering services including plan review and consulting services to the Town Board, Town Planning Board, and Zoning Board of Appeals; surveys, studies, reports, design, construction inspection, and project administration upon request; stormwater, drainage, and environmental projects; and related engineering services. The Engineer should be available to attend Town Board meetings upon request and provide advice as needed, and attend Planning and Zoning Board meetings, as well as project meetings, upon request and advise the boards as needed.

3. EDUCATION AND EXPERIENCE

Proposals shall be submitted by registered engineers currently licensed to practice Professional Engineering in the State of New York. Expertise of the firm shall be demonstrated by proof of past contract successes providing municipal engineering services.

Interested engineering firms must submit the following:

- Brief history of your firm including length of time your firm has been providing municipal engineering services;
- Statement of qualifications;
- Fee schedule;
- Three municipal references;

4. POTENTIAL CONFLICTS OF INTEREST

As part of your submission, please list any potential conflicts your firm might have due to work being done for outside parties. This should include, but is not limited to, other work being done by your firm with others doing business in the Town of Manlius.

5. FEES

The Town desires to enter into a professional services agreement.
Part 1: An annual retainer for duties related to regulatory compliance.
Part 2: Unless otherwise agreed upon for a specific project, compensation for services related to civil engineering, stormwater and planning will be based on time and materials in accordance with the submitted hourly fee schedule. The hourly fee schedule shall include multiple staff classifications. The Town may request a fixed fee or a not-to-exceed fee on any given project, subject to any conditions and exceptions agreed to by the parties.

Typical Scope of Work

1. Regulatory Compliance
    a. County and Utility Coordination
        i. OCDOT - stormwater coordination
        ii. OCWA - drinking water & hydrants
        iii. WEP - sanitary sewers [should be minimal in the future]
        iv. National Grid - right of way, poles, buried gas & electric
        v. UFPO/DSNY
    b. Landfill monitoring and reports to NYSDEC
    c. Municipal Separate Storm Sewer System [MS4] Plan & Reports
    d. National Pollutant Discharge Elimination System [NPDES]
    e. CNY Stormwater Coalition Compliance Assistance Program
    f. Salt Storage environmental compliance
    g. Other?

2. Civil Engineering
    a. Work with the Highway Superintendent to design, spec and review proposals for 2-4 repair and/or re-pavement projects annually that will be funded by the NYS Consolidated Local Street and Highway Improvement Program [CHIPS], Extreme Winter Recovery [EWR] and/or PAVE-NY
    b. Evaluate incidents and locations of roadway concerns [resident complaints, washouts, sinkholes, flooding, collapsing culverts etc.] and provide engineering recommendations
    c. Other?

3. Stormwater Management
    a. Work with the Highway Superintendent to design, spec and review proposals for 2-4 stormwater projects annually that will be funded by one or more of the Town Drainage Districts
    b. Evaluate incidents and locations of stormwater concerns [resident complaints, washouts, flooding, debris build-up, poor drainage, invasive species etc.] and provide engineering recommendations
    c. DEC Annual and Semi-Annual Reports
    d. EPA Storm Water Management Plan
    e. Other?

4. Code Enforcement, Planning & Development
    a. Work with the Director of Code Enforcement to review proposals for significant new development *[+/- 12 per year]* and properties with engineering code compliance issues *[+/- 4 per year]*
    b. Participate in Planning Board agenda meetings *[+/- 12 per year]*
    c. Participate in Planning Board meetings *[+/- 20 per year]*
    d. Coordinate highway permitting with County and NYSDOT
    e. Review proposals before the Planning Board and provide analysis related to
        i. Utility access
        ii. Soil types and geology
        iii. Density and siting
        iv. Stormwater prevention plan
    f. When construction is in process, provide on-site inspections for
        i. Road construction
        ii. Cut and fill management
        iii. SWPPP compliance
    g. What else?

THIS IS NOT A REQUEST FOR PROPOSAL. THE TOWN OF MANLIUS IS GAUGING THE INTEREST OF ENGINEERS TO PROVIDE PROFESSIONAL SERVICES TO THE TOWN. UPON RECIEPT OF THE LETTER OF INTEREST, THE TOWN RESERVES THE RIGHT TO DETERMINE WHAT, IF ANY ACTION, IT IS IN THE BEST INTEREST. NOTHING CONTAINED IN ANY APPLICATION OF INTEREST SHALL BIND THE PARTIES TO ANY BENEFITS OR OBLIGATIONS. A PROFESSIONAL SERVICE CONTRACT WILL BE ENTERED INTO BY THE TOWN AND THE CHOOSEN ENGINEERING FIRM THAT WILL DETAIL THE SCOPE OF WORK AND THE BENEFITS AND OBLIGATIONS OF THE PARTIES.

Submission Process

Letters of Interest must be emailed to Ann Oot, Town Manager aoot@townofmanlius.org by 5pm on 2/19/2021 **and** one paper copy must be mailed [postmarked by 2/19/21] or delivered on 2/22/2021 to Edmond Theobald, Town Supervisor, 301 Brooklea Drive, Fayetteville, NY 13066.