

MINUTES
TOWN BOARD
October 8, 2014

The Town of Manlius Town Board assembled at the Town Hall, 301 Brooklea Drive, Fayetteville, New York, with Supervisor Edmond Theobald presiding and the following Board members present:

	John R. Loeffler, Councilor
Absent	David M. Marnell, Sr., Councilor
	Nicholas J. Marzola, Councilor
	Jason Cassalia, Councilor
	Vincent Giordano, Councilor
	Karen Green, Councilor

The following Town Officers were present:

Steven Primo, Attorney for the Town	Allison A. Edsall, Town Clerk
Fran Marlowe, Manlius Police Chief	Rob Cushing, Highway Superintendent
Ann Oot, Town Manager	

Other persons attending:

Doug Miller, Engineer for the Town, Ellen & Mike McGrew, Manlius. Steven Morgan, Syracuse. Jason Emerson, Eagle Bulletin. Ian Hunter, Syracuse. Mike DeClerck, Webster. Richard Sparrow, East Syracuse

1. The Pledge of Allegiance

Supervisor Theobald, called the meeting to order at 7:00 pm. Councilor Loeffler led the Pledge of Allegiance. Supervisor Theobald welcomed everyone and thanked all for attending.

2. Approval of Minutes – September 24, 2014

Councilor Loeffler made a motion, seconded by Councilor Marzola, to approve the minutes of September 24, 2014 as submitted by Town Clerk Edsall.

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Cassalia, Councilor Marzola, Councilor Giordano, Councilor Green

Nayes: 0

All in Favor.

Motion Carries.

3. Approval of Abstract # 19

Councilor Marzola made a motion, seconded by Councilor Green, to approve Abstract # 19 as submitted by Town Clerk Edsall.

	TOWN OF MANLIUS	
	Fund Summary	
	Abstract # 19 - 2014	
<u>CODE</u>	<u>FUND</u>	<u>TOTALS</u>
A	General Fund Townwide	\$129,221.35
B	General Fund Town	\$ 35,710.61
DA	Highway Fund Townwide	\$ 27,779.21
DB	Highway Fund Town	\$185,607.53
SL1	Overhead Lighting	\$ 1,918.94
SL2	Underground Lighting	\$ 2,000.53
SL3	Entry Lighting	\$ 100.63
SL4	Garden Park Lighting	\$ 600.68
SL5	Ratnaur Bridge Lighting	\$ 2,846.32
SR1	Manlius Trash District	\$ 114.60
SR2	Manlius Res Brush District	\$ 114.60
SS1	Manlius Con Sewer District	\$ 1,297.31

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Cassalia, Councilor Marzola, Councilor Giordano, Councilor Green

Nayes: 0

All in Favor.

Motion Carries.

4. Trash & Brush

Attorney Primo stated that the Town Board used a straight GML (General Municipal Law) §103 bid package. The bid package requests a lot of information from the bidders. The main driver of the bid process is to obtain the lowest responsible bidder. The Town has completed an assessment of the two lowest responsible bidders. There are no responsibility issues.

Attorney Primo stated that he has presented the Town Board with information regarding the bid process.

Councilor Loeffler requested more time to review the bid information that was presented.

Supervisor Theobald reviewed the bids submitted for Trash. Supervisor Theobald stated that the Town has received bids for both manual and automated trash collection.

Councilor Loeffler stated that there are several factors to consider when reviewing these bids including additional services and whether the Town will use automated or manual trash collection.

Attorney Primo discussed the bid review process.

Discussion ensued regarding the current contracts that homeowners associations have with trash haulers. Attorney Primo stated that the prior resolution adopted by the Town Board provided the homeowner's associations would be required to be included in the properties the trash district upon the expiration of their current contract.

Councilor Loeffler stated that the Town will not prohibit the homeowners associations from choosing their own trash hauler. Councilor Giordano stated that the trash and brush district charge will appear on every resident's bill.

Discussion ensued regarding prorating the trash contract. Attorney Primo discussed the issues with negotiating a formal contract with any of the homeowner's associations that are under a current contract with a trash hauler.

Councilor Loeffler asked if the Town Board would have to make a decision on whether to use automated trash collection or manual trash collection at the time that the bid is awarded. Attorney Primo stated that these are alternative bids so one should be elected but it may be possible after the acceptance of the manual bid to negotiate with the hauler to discuss moving the Town toward an automated trash collection system.

Supervisor Theobald reviewed the Brush bid. Conversation ensued regarding the brush bidding process.

The Town Board tabled the award of the trash and brush bids until the next Town Board meeting for further review.

5. Professional Fees

Attorney Primo reviewed the proposed professional fees table.

Councilor Loeffler asked about a discrepancy in the number of lots under engineering review. There was an overlap in the numbers of lots for review that was a clerical error and was agreed to be amended to correct that.

Councilor Marzola asked why there is no charge listed on the professional fees table for professional review of area variances for small residential uses. Attorney Primo stated that a variance is more of a judicial proceeding and these arise usually in the context of decks pools and alike.

The Town Board tabled the matter for further review.

6. Procurement Policy

Attorney Primo outlined the attachments to the memo including the amended proposed procurement policies, best value standard local law and piggybacking purchase policy. He acknowledged the Comptrollers publication would give the Town Board an overview and

that at this point he would ask that the proposed local law 2014-5 relating to the best value standard be proceeded and a public hearing scheduled.

Attorney Primo stated that if the Best Value Standard had been in place the Town would be reviewing the current pending bids differently.

Discussion ensued regarding increasing the procurement policy limits. Attorney Primo and Highway Superintendent Cushing reviewed the process of piggybacking.

The Town Board formed a committee of Attorney Primo, Highway Superintendent Cushing and Councilor Marzola to review the procurement policy.

Councilor Loeffler made a motion, seconded by Councilor Green to set a date for a public hearing on November 5, 2014 at 7:02PM in the matter of Local Law 2014-4 – Authorizing the Use of the Best Value Methodology.

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Cassalia, Councilor Marzola, Councilor Giordano, Councilor Green

Nays: 0 All in Favor. Motion Carries.

7. Appointment – Deputy Clerk to Court

Councilor Cassalia made a motion, seconded by Councilor Marzola, to appoint Judith Boland to the position of Deputy Clerk to the Court at a rate of \$14.50 per hour for no more than 20 hours a week.

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Cassalia, Councilor Marzola, Councilor Giordano, Councilor Green

Nays: 0 All in Favor. Motion Carries.

8. Correspondence/New Business

A) Highway Superintendent

Highway Superintendent Cushing stated that the bid opening date for the grinding and chipping of the brush pile behind the Town highway garage must be changed to October 15th, 2014 at 9:30 AM due to publication requirements.

Councilor Giordano made a motion, seconded by Councilor Marzola, to authorize the Highway Superintendent to hold a bid for the grinding and chipping of the brush pile behind the Town highway garage on October 15, 2014 at 9:30 Am and cancel any previous bid openings for this matter.

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Cassalia, Councilor Marzola, Councilor Giordano, Councilor Green

Nayes: 0

All in Favor.

Motion Carries.

Highway Superintendent Cushing stated that an Intersection Control Review has been completed for Peck Hill Road and South Eagle Village Road. The report recommends that the Town changes the intersection of Peck Hill and South Eagle Village Road be changed to an all way stop.

Attorney Primo stated that stop signs have always been amended by way of ordinance. Attorney Primo proposed the Town Board adopt a local law that allows stop sign to be installed by way of Town resolution.

The Town Board tabled the matter of amending the process of installing stop signs.

Councilor Green made a motion, seconded by Councilor Giordano, to set a date for a public hearing in the matter of Local Law 2014-5 - a proposed stop sign located on Peck Hill Road on the northeast corner of Peck Hill Road at South Eagle Village Road (T-intersection).

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Cassalia, Councilor Marzola, Councilor Giordano, Councilor Green

Nayes: 0

All in Favor.

Motion Carries.

B) Planning & Development

C) Attorney – No New Business

D) Town Clerk – No New Business

E) Police Chief

Chief Marlowe stated that the “LPR” units had to be repaired. This was an unforeseen expense and a budget transfer is needed.

Councilor Loeffler made a motion, seconded by Councilor Marzola, to make a budget transfer of \$4053.16 from A00.5.3120.488 (Clothing) to A00.5.3120.400 (Contractual).

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Cassalia, Councilor Marzola, Councilor Giordano, Councilor Green

Nayes: 0

All in Favor.

Motion Carries.

F) Town Board

Councilor Marzola stated that the finance committee is working on the preliminary budget.

Councilor Giordano requested that our professional contracts be reviewed and any contracts that are expired be put out to an RFP.

Councilor Giordano gave an update on the Time Warner Security System.

G) Supervisor – No New Business

7. Adjournment

There being no further business to come before the Board, upon motion duly made by Councilor Giordano and seconded by Councilor Loeffler the Board voted unanimously to adjourn regular session at 8:24 PM.

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Cassalia, Councilor Marzola, Councilor Giordano, Councilor Green

Nayes: 0

all in favor.

Motion Carries.

Respectfully Submitted by:

Allison Edsall
Town Clerk