MINUTES
TOWN BOARD
September 26, 2018

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:

	Sara Bollinger, Councilor
	Nicholas J. Marzola, Councilor
	Vincent Giordano, Councilor
	Karen Green, Councilor
Absent	Richard Rossetti, Councilor
Absent	John R. Loeffler, 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

Other persons attending: Ellen & Mike McGrew, Manlius.

The Pledge of Allegiance

Supervisor Theobald, called the meeting to order at 6:30 pm. Councilor Green led the Pledge of Allegiance. Supervisor Theobald welcomed everyone and thanked all for attending.

Approval of Minutes – September 12, 2018

Councilor Bollinger made a motion, seconded by Councilor Marzola, to approve the minutes of September 12, 2018, as submitted by Town Clerk Weber.

Ayes: Councilor Marzola, Councilor Bollinger, Councilor Giordano, Councilor Green

Abstain: Supervisor Theobald

Motion Carries.

Approval of Abstract # 18

Councilor Marzola made a motion, seconded by Councilor Green, to approve Abstract # 18 as submitted by Town Clerk Weber.

	TOWN OF MANLIUS	
	Fund Summary	
	Abstract # 18 - 2018	
CODE	**FUND**	**TOTALS**
A	General Fund Townwide	$ 33,834.03
B	General Fund Town	$ 144.30
DA	Highway Fund Townwide	$ 10,789.43
DB	Highway Fund Town	$ 7,846.86
SD3	Consolidated Drainage #3	$ 10,836.54
SL1	Overhead Lighting	$ 98,279.87
SL2	Underground Lighting	$ 11,513.00
SS1	Manlius Con Sewer District	$ 274.63
SW2	Manlius Con Sewer District	30,021.72
W80	Schepp Water District	$ 209.62
W90	Watervale Water District	$ 36.10

Ayes: Supervisor Theobald, Councilor Marzola, Councilor Bollinger, Councilor Giordano, Councilor Green

Nayes: 0 All in Favor. Motion Carries.

Supervisor Presentation of Tentative Budget

Supervisor Theobald presented the 2019 tentative budget to Town Clerk Weber. Town Clerk Weber distributed the tentative budget to the Town Board.

Councilor Marzola discussed the budget process.

Public Hearing – Local Law 2018 – (2) – Property Tax Cap Override

Supervisor Theobald stated that the property tax cap for 2019 will be 2% for the first time since it was created. Supervisor Theobald stated that the Town Board intends on staying below the tax cap and the override is a precautionary measure.

Attorney Frateschi reviewed proposed Local Law 2018-2. Attorney Frateschi stated that the Town Board does not have the rates for health insurance and special districts. Attorney Frateschi stated that the town could be penalized if the health insurance and special district rates cause the levy to be over 2%. The calculations for the property tax cap are completed by the state comptroller.

Councilor Green made a motion, seconded by Councilor Bollinger, to waive the reading of the public notice for the public hearing in the matter of Local Law 2018-2 to Override the Property tax for the Fiscal Year 2019.

Ayes: Supervisor Theobald, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Giordano, Councilor Green

Nayes: 0 All in Favor. Motion Carries

Councilor Giordano made a motion, seconded by Councilor Marzola, to open the public hearing at 6:41 PM in the matter of Local Law 2018-2 to Override the Property Tax for the Fiscal Year 2019.

Ayes: Supervisor Theobald, Councilor Marzola, Councilor Bollinger, Councilor Giordano, Councilor Green

Nayes: 0 All in Favor. Motion Carries

There being no comments from the public Councilor Marzola made a motion, seconded by Councilor Green, to close the public hearing at 6:41 PM in the matter of Local Law 2018-2 to Override the Property Tax for the Fiscal Year 2019.

Ayes: Supervisor Theobald, Councilor Marzola, Councilor Bollinger, Councilor Giordano, Councilor Green

Councilor Green made a motion, seconded by Councilor Marzola, to adopt Local Law 2018-2 to Override the Property Tax for the Fiscal Year 2019 as outlined in the resolution prepared by the Attorney for the Town.

Ayes: Supervisor Theobald, Councilor Marzola, Councilor Bollinger, Councilor Giordano, Councilor Green

Nayes: 0 All in Favor. Motion Carries

New York State Sexual Harassment Laws – Adoption of Sexual Harassment Policy

Town Manager Oot presented a sexual harassment policy and complaint form. Town Manager Oot stated that the proposed sexual harassment policy and complaint form meets all of the standards and requirements set forth by New York State. Town Manager Oot stated that there will be mandatory training for all town employees including elected officials.

Councilor Marzola stated that the proposed sexual harassment policy parallels the standards required in California. Councilor Marzola stated that this is the first time there is a mandate by the state for the employee handbook.

Attorney Frateschi recommended that the Town Board move quickly to secure training for town employees given the short timeframe all employers have to complete the training.

Chief Crowell stated that the department has been conducting sexual harassment training as required for CALEA certification.

Councilor Bollinger made a motion, seconded by Councilor Marzola, to adopt the Sexual Harassment Policy and Complaint form as presented by Town Manager Oot.

Ayes: Supervisor Theobald, Councilor Marzola, Councilor Bollinger, Councilor Giordano, Councilor Green

Nayes: 0 All in Favor. Motion Carries

2018 Intermunicipal Agreement for Youth Services – Children & Family Services

Councilor Marzola made a motion, seconded by Councilor Green, to enter into an inter-municipal agreement with Onondaga County and the Department of Children and Family Services for youth services in 2018.

Ayes: Supervisor Theobald, Councilor Marzola, Councilor Bollinger, Councilor Giordano, Councilor Green

Nayes: 0 All in Favor. Motion Carries

Correspondence/New Business

A) Highway Superintendent

Highway Superintendent Cushing presented a request for two stop signs on the corner of Bentbrook Drive and Drinkwater Lane to make the intersection an all-way stop. Highway Superintendent Cushing stated that the installation of 2 stop signs would make the intersection consistent with the other all-way stop intersections in the neighborhood.

Attorney Frateschi stated that a local law is required to install a stop sign.

Councilor Marzola made a motion, seconded by Councilor Green, to set a date for a Public Hearing on October 24, 2018 at 6:35 pm in the matter of Local Law 2018- 3 Amending Chapter 139-7 Entitled "Vehicles & Traffic" for an "All Way Stop Intersection" of the Code of the Town of Manlius. Signs to be placed on Bentbrook Dr. & Drinkwater Lane.

Ayes: Supervisor Theobald, Councilor Marzola, Councilor Bollinger, Councilor Giordano, Councilor Green

Nayes: 0 All in Favor. Motion Carries.

Highway Superintendent Cushing reviewed the bid results for the chipping of trees and brush stockpiled next to the Town Highway Facility. The bid opening was held on September 24, 2018, at 9:30 AM.

Bidder	Bid Amount	Date Received	Non-Collusive
Clifton Recycling	$ 8,544.21	09/24/2018	Yes
Last Chance Recycling	$ 8,350.00	09/24/2018	Yes

Councilor Marzola made a motion, seconded by Councilor Giordano, to award the bid for the chipping of trees and bush stockpiled next to the Town Highway Facility to the lowest bidder Last Chance Recycling at a rate of $8350.

Ayes: Supervisor Theobald, Councilor Marzola, Councilor Bollinger, Councilor Giordano, Councilor Green

Nayes: 0 All in Favor. Motion Carries.

B) Planning & Development

Director Capriotti stated that the property on Route 5 has been cleaned up and the abandoned property on Hoag Lane has been boarded up by the federal government.

C) Attorney – No New Business

D) Town Clerk – No New Business

E) Police Chief

Chief Crowell reported on the following items:

- The department was prepared for the new Raise the Age requirements.
- The department passed the New York State Accreditation inspection.
- The department will receive funding from the Onondaga County Major Felonies Unit for implementing a drone program.
- The number of calls for July was higher than usual, and that is a continued trend.
- Chief Crowell has been invited to serve on the School Safety Task Force.

F) Town Board

Councilor Marzola requested an executive session to discuss contracts.

Councilor Green stated that the Critical Response Committee will be conducting its annual tabletop exercise in October.

Councilor Bollinger congratulated the Village of Fayetteville on a successful fall festival.

G) Supervisor

Councilor Marzola made a motion, seconded by Councilor Green, to accept the Supervisor's monthly report for August 2018 as presented.

Ayes: Supervisor Theobald, Councilor Marzola, Councilor Bollinger, Councilor Giordano, Councilor Green

Nayes: 0 All in Favor. Motion Carries.

Town Manager Oot stated that the police department has received a SLETTP Grant (State Law Enforcement Terrorism Prevention Program) for the purchase of a Command Trailer. Town Manager Oot requested a budget transfer.

Councilor Marzola made a motion, seconded by Councilor Green to approve a budget transfer to increase revenue account A 004.3389.310 (SLETTP Grant) and increase expenditure account A 00.5.3120.400 (PD Contractual) by $5335.21. *Amended*

Ayes: Supervisor Theobald, Councilor Marzola, Councilor Bollinger, Councilor Giordano, Councilor Green

Nayes: 0 All in Favor. Motion Carries.

Amended

There being no further business to come before the Board, upon a motion duly made by Councilor Green and seconded by Councilor Giordano the Board voted unanimously to adjourn regular session at 7:05 PM to enter executive session to discuss contract negotiations and a personnel matter.

Ayes: Supervisor Theobald, Councilor Marzola, Councilor Bollinger, Councilor Giordano, Councilor Green

Nayes: 0 All in Favor. Motion Carries.

Respectfully Submitted by:

Allison A. Weber
Town Clerk

EXECUTIVE SESSION MEETING MINUTES
Executive Session
September 26, 2018

Upon motion duly made by Councilor Bollinger and seconded by Councilor Giordano, the Board unanimously agreed to close Executive Session and re-enter Regular Session.

The Town Board Re-entered Regular Session at 7:52 p.m.

There being no further business to come before the Board, upon motion duly made by Councilor Giordano and seconded by Councilor Green, the Board unanimously voted to adjourn the Regular Session at 7:52 p.m.

Submitted by:
Ann Oot
Town Manager