

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

Nayes: 0 All in Favor. Motion Carries.

5. Planning and Zoning Board Attorney

Councilor Marnell made a motion, seconded by Councilor Marzola, to appoint Harris Beach, PLLC as the Attorney for the Planning Board and Zoning Board, and authorize the Town Supervisor to enter into a contract.

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

Nayes: 0 All in Favor. Motion Carries.

6. Town Engineer

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

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

Nayes: 0 All in Favor. Motion Carries.

7. Town Attorney Appointment

Councilor Green made a motion, seconded by Councilor Giordano, to appoint Harris Beach PLLC, as attorney for the Town and authorize the Town Supervisor to enter into a contract.

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

Nayes: 0 All in Favor. Motion Carries.

8. Town Account Appointment

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

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

Nayes: 0 All in Favor. Motion Carries.

9. Town Information Technology Services Appointment

Councilor Loeffler made a motion, seconded by Councilor Cassalia, to appoint Garam Group and authorize the Town Supervisor to enter into a contract.

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

Nayes: 0 All in Favor. Motion Carries.

10. Marriage Officer Appointment

Councilor Cassalia made a motion, seconded by Councilor Loeffler, to appoint Allison Edsall as the Marriage Officer for the Town.

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

Nayes: 0 All in Favor. Motion Carries.

11. Records Officer Appointment

Councilor Marnell made a motion, seconded by Councilor Marzola, to appoint Allison Edsall as the Records Officer for the Town.

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

Nayes: 0 All in Favor. Motion Carries.

12. SEQR Officer Appointment

Councilor Marzola made a motion, seconded by Councilor Marnell, to appoint Barbara Smith as SEQR Officer at the rate of \$2000 annually.

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

Nayes: 0 All in Favor. Motion Carries.

13. Safety Coordinator Appointment

Councilor Giordano made a motion, seconded by Councilor Green, to appoint William Miller as Safety Coordinator at a rate of \$1000 annually.

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

Nayes: 0 All in Favor. Motion Carries.

14. Historian Appointment

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

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

Nayes: 0 All in Favor. Motion Carries.

15. Deputy Supervisor Appointment

Councilor Marzola made a motion, seconded by Councilor Marnell, to appoint Councilor Loeffler as Deputy Town Supervisor.

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

Nayes: 0 All in Favor. Motion Carries.

16. Health Insurance Split

Councilor Marnell made a motion, seconded by Councilor Marzola, 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 Judges (active and retired) the health insurance premium split at 55% (Town) 45% (employee/retiree).

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

Nayes: 0 All in Favor. Motion Carries.

17. Board Rules and Procedures

Councilor Loeffler made a motion, seconded by Councilor Cassalia, to accept the Board Rules and Procedures.

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

Nayes: 0 All in Favor. Motion Carries.

18. Procurement Policy

Councilor Cassalia made a motion, seconded by Councilor Loeffler, to adopt the Town Procurement Policy.

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

Nayes: 0 All in Favor. Motion Carries.

19. Prepaid Expenses

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

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

Nayes: 0 All in Favor. Motion Carries.

20. Meetings

Councilor Green made a motion, seconded by Councilor Giordano, to approve the following Officers to attend meetings and receive reimbursement:

Supervisor	Receiver of Taxes
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 Loeffler, Councilor Giordano, Councilor Green, Councilor Cassalia, Councilor Marnell, Councilor Marzola

Nayes: 0 All in Favor. Motion Carries.

21. Association of Towns Spending Limit

Councilor Marzola made a motion, seconded by Councilor Marnell, to set the maximum reimbursement limit for the Association of Towns annual meeting as follows: Meals at \$35 per day with receipts, plus hotel, registration fee and \$80 maximum for other travel expenses

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

Nayes: 0 All in Favor. Motion Carries.

22. Delegate to the Association of Towns’ Annual meeting

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

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

Nayes: 0 All in Favor. Motion Carries.

23. Reimbursement for meals when traveling on behalf of the Town

Councilor Loeffler made a motion, seconded by Councilor Cassalia to set the reimbursement for meals when traveling on behalf of the Town as Follows: \$35/per day for all meals with receipts

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

Nayes: 0 All in Favor. Motion Carries.

Assessor	David Marnell Sr.
Highway	Nick Marzola
Justice	Jason Cassalia
Planning & Development	Vince Giordano
Police	John Loeffler and Jason Cassalia
Recreation	Karen Green
Town Clerk	Karen Green
Receiver of Taxes	Karen Green

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

Nayes: 0 All in Favor. Motion Carries.

26. Banks

Councilor Giordano made a motion, seconded by Councilor Green, to approve the following list of official banking institutions.

M & T Bank
Key Bank of New York
JP Morgan Chase
Alliance Bank
Pathfinder
Investments – Savings & Certificate of Deposit
A model investment policy was adopted 11/26/97
First Niagara

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

Nayes: 0 All in Favor. Motion Carries.

27. Veterinary Services Contract

Councilor Marzola made a motion, seconded by Councilor Marnell, to authorize Supervisor Theobald to enter into a contract for veterinary services with Dr. Chapman D.V.S.

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

Nayes: 0 All in Favor. Motion Carries.

28. Town Board Meeting Schedule

Councilor Cassalia made a motion, seconded by Councilor Green to approve the following meeting schedule:

January 08, 2014	July 09, 2014
January 23, 2014	July 23, 2014
February 12, 2014	August 13, 2014
February 26, 2014	August 27, 2014
March 12, 2014	September 10, 2014
March 26, 2014	September 24, 2014
April 09, 2014	October 8, 2014
April 23, 2014	October 22, 2014
May 14, 2014	November 05, 2014
May 28, 2014	November 19, 2014
June 11, 2014	December 10, 2014
June 25, 2014	December 23, 2014 (Tuesday)

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

Nayes: 0 All in Favor. Motion Carries.

29. Town Board Budget Workshops

Councilor Loeffler made a motion, seconded by Councilor Cassalia, to hold budget workshops on the following dates and times at Manlius Town Hall.

September 6, 2014 8:00am
September 13, 2014 8:00am
September 20, 2014 8:00am

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

Nayes: 0 All in Favor.

30. Mileage Reimbursement

Councilor Cassalia made a motion, seconded by Councilor Loeffler, to set the mileage reimbursement rate at 56 cents per mile for business miles driven.

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

Nayes: 0 All in Favor. Motion Carries.

31. Highway Agreement document

Councilor Giordano made a motion, seconded by Councilor Green, authorizing the Supervisor Theobald to enter into an agreement to spend Town highway funds.

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

Nayes: 0 All in Favor. Motion Carries.

32. Approve Highway Map, Highway Specification and Highway Agreement

Councilor Green made a motion, seconded by Councilor Giordano, to approve updated Highway Map, Highway Specifications and Highway Agreement.

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

Nayes: 0 All in Favor. Motion Carries.

33. Official Town Newspapers

Councilor Marzola made a motion, seconded by Councilor Marnell, to designate the Eagle Bulletin as the official Town newspaper and the Post Standard as the alternate.

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

Nayes: 0 All in Favor. Motion Carries.

34. Insurance

Councilor Marnell made a motion, seconded by Councilor Marzola, to authorize the Town to ratify existing contracts for Officers and Public Officials insurance with Haylor, Freyor and Coon.

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

Nayes: 0 All in Favor. Motion Carries.

35. Salaries

18. Salaries:

Councilor Loeffler made a motion, seconded by Councilor Cassalia, to approve salaries as listed here and in the approved budget

Supervisor	Edmond Theobald	\$36,301
Deputy Supervisor	John Loeffler	\$ 1,000
Councilor	John Loeffler	\$11,466
Councilor	Nick Marzola	\$11,466
Councilor	David Marnell, Sr.	\$11,466
Councilor	Vincent Giordano	\$11,466
Councilor	Karen Green	\$11,466
Councilor	Jason Cassalia	\$11,466
Highway Superintendent	Robert Cushing	\$71,795

Secretary to H'way	Janet Vollmer	\$31,987
Town Clerk	Allison Edsall	\$45,593
Deputy Clerk	Deborah Demmon	\$30,518
Receiver of Taxes	Laurie Peschel	\$39,043
Typist I	Sharon Lake	\$14,026
Assessor	Patrick Duffy	\$74,515
Assessment Clerk	Cristine DelFuoco	\$38,930
Appraiser	Philip Murray	\$45,482
Real Prop. Aide	Joseph Lesnau	\$27,540
Justice	Salvatore Pavone	\$32,301
Justice	Robert O'Leary	\$32,301
Clerk to Justice	Janet Stanley	\$43,187
Clerk to Justice	Jeanette Zacharias	\$44,411
Rec. Director	Peggy Kenyon	\$60,489
Rec. Supervisor	Kristine Zingaro	\$45,632
Secretary	Jacqueline Maher	\$24,941
Custodian	William Miller	\$25,933
Town Manager	Ann Oot	\$ 22.29/hour
Secretary to Super.	Lisa Baleno	\$31,448
Trash/Brush Liaison	Sharon Lake	\$14,026
Codes Enforcement		
Officer	Michael Jones	\$47,754
Clerk	Barbara Smith	\$39,412
Typist I	Jennifer Abbott	\$ 14.90/hour
Town Historian	Barbara Rivette	\$ 2,700
Planning Chairman	Fred Gilbert	\$ 3,090
Planning Board	7 members @	\$ 3,471 per year
Secretary	Barbara Smith	\$ 257 per meeting
ZBA Chairman	Henry McIntosh	\$ 114 per meeting
ZBA	4 members @	\$ 83 per meeting
Secretary	Lisa Baleno	\$ 206 per meeting
Police Committee	Allison Edsall	\$ 100 per meeting
SEQR Officer	Barbara Smith	\$ 2,000
Part Time (hourly)		
Crossing Guard	Richard Weber	\$12.75/hour
Crossing Guard	Kristy Houghton	\$12.75/hour
Crossing Guard	Beverly Boland	\$10.40/hour
Codes Enforc. Officer	Officer David Weber	\$17.69/hour
Tax Clerk	Mary Esposito	\$13.16/hour
Deputy Town Clerk	Paulette Weber	\$17.74/hour
Fire Inspector	David Corbett	\$16.47/hour
Board of Assessment	Ann Kelly	\$45.00/hour
Board of Assessment	William Kendrat	\$40.00/hour
Board of Assessment	William Massey	\$40.00/hour
Recreation Leader	Darlene Houghton	\$11.64/hour
Recreation Leader	Joanne Smith	\$13.25/hour
Recreation Attend.	Mark Kenyon	\$ 9.47/hour
Recreation Attend.	Thomas Kenyon	\$ 8.32/hour
Recreation Attend.	Albert Smith	\$ 9.36/hour

Chief	Francis Marlowe	\$94,693
Captain	Brian Ackerman	85,876
	Kevin Schafer	85,876
Sergeants	Joseph Peters	69,840
	Jeffrey Peckins	69,840
	Jeffrey Slater	69,840
	Tina Marie Stanton	69,840
	Christopher Cushman	68,324
Police Officers	Adam Bezek	55,586
	Michael Bort	64,598
	Beth Brainard	64,598
	Mark Buzzard	64,598
	Ross Carnie	58,578
	Brian Damon	64,598
	Daniel Filip	58,578
	James Gallup	64,598
	Damien Golden	62,597
	Anthony Gucciardi	58,578
	Shawn Gwilt	64,598
	Kenneth Hatter II	64,598
	Alexander Hebert	62,597
	Rebecca Kammar	64,598
	Benjamin Kapusta	58,578
	Benjamin Lesperance	64,598
	Angela Palmer	64,598
	Jeremy Reynolds	64,598
	Zachary Shute	64,598
	Gregory Snyder	58,578
	Daniel Tyrel	64,598
	Christopher Updike	64,598
	Bryan Watkins	55,586
	Stephen Watkins	64,598
	Kerri Wolongevicz	58,578
	Christopher Wood	64,598
Clerk 1	Sharon Barkauskas	17.90/hour
Clerk 1	Linda Nyman	17.90/Hour
Clerk 1	Anne Marie Orso	17.90/hour
Clerk 1	Lynn Rybinski	17.90/hour
Clerk 1	Mary Alice Boyke	19.42/hour
Mechanic	Paul Chapman	24.95/hour
Custodian	Susan Smith	11.26/hour
Custodian PT	Nicholas Capria	8.91/hour
Custodian PT	Kyle Stanley	8.91/hour
Police Officer Salary Level		
Entry Level	\$48,070	
Step 1	\$52,580	
Step 2	\$55,586	
Step 3	\$58,578	
Step 4	\$62,597	
Step 5	\$64,598	
Sergeant Salary Level		
Entry Level		\$68,324
Step 1		\$69,840
Longevity Compensation*		

After 5 or more years	\$ 1,000
After 8 or more years	1,300
After 11 or more years	1,600
After 14 or more years	1,900
After 17 or more years	2,100
After 20 or more years	2,400
After 25 or more years	2,700

*Full time officers hired after July 15, 2013 are not entitled to Longevity
Compensation until the completion of 11 years of service

Town of Manlius Highway

Name	Hourly Rate
Frederick Ager	\$23.34
Monty Albanese	23.97
John Barnwell	23.97
David Barnwell	21.47
William Beeman	24.35
Thomas Burns	23.34
Jon Card	23.99
David Daniels	22.89
Chris Dardaris	24.33
Christopher Dardaris	22.80
Peter Dougherty	26.69
Brian Edwards	24.89
Albert Emmons	21.47
Thomas Emmons	22.80
Todd Emmons	24.51
David Hale	23.97
Lewis Hepp	24.78
Joseph Mapstone	23.25
Robert Nicholas	22.53
Matthew Pilcher	21.35
Matthew Raterman	22.80
Paul Stewart	23.75
Jeffrey Taylor	22.17
Randall Troast	22.80

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

Nays: 0 All in Favor. Motion Carries.

36. Handbook

Councilor Cassalia made a motion, seconded by Councilor Loeffler, to ratify the Town handbook.

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

Nays: 0 All in Favor. Motion Carries.

37. Code Fee Schedule

Councilor Giordano made a motion, seconded by Councilor Green, to ratify fee schedule as presented.

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

Nays: 0 All in Favor. Motion Carries.

**TOWN OF MANLIUS FEE
SCHEDULE**

Adopted 1/8/2014

	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
127-25	Monument Deposit	\$400.00	\$400.00
Zoning 155 Application Fees			
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	\$150.00	\$300.00
	Site Plan Amendment	\$50.00	\$100.00
155-29	Accessory Use Permit	\$150.00	\$200.00
	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
ENGINEERING REVIEW			
155-28	Site Plan Review up to 5 Acres	\$1,200.00	\$1,200.00
155-28	Site Plan Review over 5 Acres	\$2,500.00	\$2,500.00
127-9c	Subdivision Review		
	Two lot	\$250.00	\$250.00
	Three to Five Lot	\$350.00	\$350.00
	5 to 10 Lot	\$500.00 + \$75.00 per lot over 5 lots	
	10 to 20 Lot	\$900.00 + \$75.00 per lot over 10 lots	
	20 to 50 Lot	\$3500 + \$75.00 per lot over 20 lots	
	50 to 100 Lot	\$5,000.00	\$5,000.00
	Over 100 Lot	Negotiated	Negotiated
MISCELLANEOUS FEES			
	Zoning Research Letter	\$30.00	
	Zoning Research Fax	\$15.00	
	Annexation	\$600.00	
	Highway Agreement*	\$700.00	
	Special Districts	\$600.00	
	Maps, Zoning, Road	\$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

TOWN OF MANLIUS
FEE SCHEDULE
adopted 1/8/2014

BUILDING PERMIT FEES		
	Residential	Commercial
General Construction (N.I.C. Houses)		
Permit Application and 1st \$1000 of construction cost	\$65.00	\$100.00

Town of Manlius Regular Board Meeting January 8, 2014		
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	\$65.00	\$100.00
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
4001 to 5000 square feet	\$1,600.00	N/A
Each Additional 1000 sf	\$200.00	N/A
*** 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.		
* If work is not ready for inspection as requested.		

The Town of Manlius does not perform electrical inspections. Please contact any of these electrical inspection agencies.

- CNY Electrical Inspection Service, LLC,

7910 Rinaldo Blvd. West Bridgeport, NY 13030 (315) 633-0027
- Commonwealth Electrical Inspection Service, Inc.

P.O. Box 723, Mendon, NY 14506 (585) 624-2380
- Middle Department Inspection Agency, Inc.

1741 Route 9, Clifton Park, NY 12065 (518)273-0861
- New York Atlantic Inland, Inc.

997 McLean Road, Cortland, NY 13045 (607) 753-7118
- The Inspector, LLC.

1040 Marion Drive, Homer NY 13077 (315) 247-9162 or (518) 497-9918

38. Town Clerk Fee Schedule

Councilor Green made a motion, seconded by Councilor Giordano, to ratify fee schedule as presented.

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

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	\$50.00
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 Loeffler, Councilor Giordano, Councilor Green, Councilor Cassalia, Councilor Marnell, Councilor Marzola

Nayes: 0 All in Favor. Motion Carries.

39. Safety Grant

Councilor Marzola made a motion, seconded by Councilor Marnell, to authorize the Town Supervisor to sign and submit Highway Safety Grant for 2014.

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

Nayes: 0 All in Favor. Motion Carries.

40. Official Undertaking

Councilor Marnell made a motion, seconded by Councilor Marzola, to adopt the Official Undertaking of Municipal Officers resolution as presented for 2014.

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

Nayes: 0 All in Favor. Motion Carries.

Regular Meeting

5. Appointment to the Zoning Board of Appeals – James Campbell

Councilor Giordano made a motion, seconded by Councilor Marzola, to appoint James Campbell to the Zoning Board of Appeals to fill the remainder of Marilyn Urciuoli's term expiring December 31, 2015.

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

Nayes: 0 All in Favor. Motion Carries.

6. Correspondence/New Business

A) Highway Superintendent

Highway Superintendent Cushing stated that he has surplus vehicles ready for auction.

Councilor Giordano made a motion, seconded by Councilor Marzola, to approve the auction of a 2002 Ford Pick-up Truck and 2007 Ford Crown Victoria as surplus vehicles from the Highway Department.

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

Nayes: 0 All in Favor. Motion Carries.

Superintendent Cushing requested executive session to discuss personnel issues.

B) Planning & Development - No New Business

C) Attorney for the Town.

Attorney Primo reviewed the Justice Court Security contract with Michael Puma.

Councilor Marnell made a motion, seconded by Councilor Green, to enter into a contract for Court Security between the Town of Manlius and Michael Puma.

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

Nayes: 0 All in Favor. Motion Carries.

D) Town Clerk – No New Business

E) Police Chief – No New Business

F) Town Board

Councilor Cassalia stated that the Town Board has received correspondence from the Hon. O'Leary and Hon. Pavone that the Justice Court banking records for 2013 are ready to be audited. Councilor Cassalia stated that Bowers and Co. will begin that audit as they have already completed previous Justice Court audits.

G) Supervisor Theobald and the Board wished all a Happy New Year

7. Executive Session

There being no further business to come before the Board, upon motion duly made by Councilor Marnell and seconded by Councilor Loeffler the Board voted unanimously to adjourn regular session at 7:34 pm to enter into executive session to discuss personnel issues and contract negotiations.

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

Nayes: 0 all in favor. Motion Carries.

Respectfully Submitted by:

Allison Edsall
Town Clerk

EXECUTIVE SESSION MEETING MINUTES

Executive Session

January 8, 2014

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

The Town Board re-entered Regular Session at 9:20 p.m.

Councilor Marnell made a motion, seconded by Councilor Green, to adopt the following resolution as it relates to online access to the Justice Court Key Bank accounts;

WHEREAS, Hon. Salvatore A. Pavone and Robert O’Leary, as Town Justices (“Town Justices”) for the Town of Manlius Justice Court (“Justice Court”), desire to consider the establishment of limited online monitoring access to (a) certain Key Bank deposit account or accounts required by law (22 NYCRR 214.9) to be established by such Town Justices and however required by Key Bank to be set up as (a) Town of Manlius account(s) for purposes of access of such online monitoring capability. In any event, notwithstanding such requirement of Key Bank, nor any other provision hereof or inference to the contrary or otherwise, such account(s) are to be opened and maintained under the respective names of, and as such Town Justice(s) accounts, all pursuant to 22 NYCRR 214.9; and such request having been joined in by the auditor retained by the Town Board for the purpose of support of the various duties imposed under Town Law §§27, 29, 125 and General Municipal Law §30 and in order to reconcile and address those issues presented by the somewhat unique relationship between the Town Board and town government on the one hand, and the Justice Court as a department of town government on the other; and

WHEREAS, Attorney for the Town Steven J. Primo having discussed several documents and agreements required by Key Bank for setting up such online monitoring of the Town Justice(s) accounts specifically the Key Business Online Services Agreement (“Agreement”) dated as of January __, 2014, the Business/Public Entity Depository Certificate and Business Non-Personal Signature Card executed by the Organization, and a proposed form of Opinion Letter of Counsel (the Agreement, Depository Certificate and Signature Card collectively referred to herein as “Account Documents”); and the Opinion Letter of Counsel (the “Opinion Letter”) and

WHEREAS, the Opinion Letter attests to the legal sufficiency of the Account Documents as establishing certain contractual terms stated therein between the Town and Key Bank, and has been modified and qualified from that form originally proposed in order to make it clear that same attests to the sufficiency of the Account Documents as contractual documents establishing the account and the Town as a local government unit having due authority to enter into same, and not with respect to any particulars respecting the Town Justices or Justice Court, nor any particulars or distinctions relating specifically to courts, judges and the like. Likewise, the Town's execution of the Account Documents is not to warrant, represent, nor in any way whatsoever suggest the undersigned appears in any capacity but as Attorney for the Town, and not as separate or special counsel for the Town Justice(s) or Justice Court; and

WHEREAS, as with most contracts to which the Town is party, the Town Supervisor is the executing party; in this case however Attorney Primo recommending, and accordingly, the Town Board authorizing and conditioning its approval of this resolution on the Town Justice(s) executing and delivering the Account Documents to Key Bank and also agreeing in a separate signed writing to be bound by the terms hereof and of the Account Documents; and

WHEREAS, by their representative signatures on the Account Documents and such separate agreement, the Town Justices shall be subjecting themselves to and assuming such liability as may arise under the Account Documents and otherwise pursuant to law (22 NYCRR 214.9 specifically); and

NOW THEREFORE BE IT RESOLVED, that execution and delivery of the Account Documents is hereby authorized, and the Town Supervisor and Town Justices or such of them as are desirous of gaining online access through the Key Bank account(s) contemplated are hereby authorized and directed to execute and deliver same to Key Bank; and it is further

RESOLVED, that nothing resolved herein, nor actions taken under this approval shall modify or otherwise change the character of the accounts established as accounts required to be established under 22 NYCRR 214.9; and it is further

RESOLVED, that as a condition of the Town Supervisor and Town Board's willingness to grant this accommodation, Attorney Primo as representative for Harris Beach PLLC, Attorney for the Town, is authorized to deliver the opinion letter as described herein with the reservations and limitations described generally in the aforementioned paragraphs and detailed therein to Key Bank together with the Account Documents, and the separate agreement of the Town Justices as described above.

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

Nayes: 0

all in favor.

Motion Carries.

There being no further business to come before the Board, upon motion duly made by Councilor Cassalia and seconded by Councilor Marnell, the Board unanimously voted to adjourn the Regular Session at 9:30 p.m.

Submitted by:

Steven Primo
Attorney for the Town