

ANNUAL MEETING
BOARD OF TRUSTEES
Village of East Syracuse
January 7, 2019

The Annual Meeting for the Village of East Syracuse was called to order at 7:00PM by
Mayor Robert T. Tackman.

Present: Trustee Mary C. Albanese, Trustee James Carr, Jr., Trustee Kimberly A. Liedka, Trustee Janet L. Mattox, and Mayor Robert T. Tackman.

Also attending: DPW Superintendent Randy Hughson, Parks Director Tom Richardson, Village Manager/Clerk Michael Moracco, Fire Chief Michael Cramer, Director Of Code Enforcement Chris Shields and Village attorney Robert Germain.

Appointments

All appointments are made by the Mayor, with the approval of the Board of Trustees.

Mayor Tackman proposes Michael Moracco to the position of **Village Clerk** designated for (1) year term to expire January 2020.

Polling the Board: **Yes, Motion Carried**

Mayor Tackman proposes Michael Moracco to the position of **Village Manager** designated for (1) year term to expire January 2020.

Polling the Board: **Yes, Motion Carried**

Mayor Tackman proposes Terry Knaflowski to the position of **Treasurer** designated for (1) year term to expire January 2020.

Polling the Board: **Yes, Motion Carried**

Mayor Tackman proposes **Treasurer** be designated as **Collector of Taxes**, for a one year term to expire January 2020.

Polling the Board: **Yes, Motion Carried**

Mayor Tackman proposes **Village Clerk** for **Licensing Officer**, for a one year term to expire January 2020.

Polling the Board: **Yes, Motion Carried**

Mayor Tackman proposes that the **Village Manager** be designated as **Budget Officer**, for a one year term to expire January 2020.

Polling the Board: **Yes, Motion Carried**

Mayor Tackman proposes **Bridget Albanese** for **Court Clerk** for a one year term to expire January 2020.

Trustee Albanese abstained

Polling the Board: **Yes, Motion Carried**

Mayor Tackman proposes **Helena (Holly) Glassford** for **Associate Justice**, with a one year term to expire January 2020.

Polling the Board: **Yes, Motion Carried**

Mayor Tackman proposes **William C. Cramer** for **Building Inspector** for one year term to expire January 2020.

Polling the Board: **Yes, Motion Carried**

Mayor Tackman proposes **William C. Cramer** for **Fire Inspector** for a one year term to expire January 2020.

Polling the Board: **Yes, Motion Carried**

Mayor Tackman proposes **Director of Code Enforcement** for **Zoning Officer** for a one year term to expire January 2020.

Polling the Board: **Yes, Motion Carried**

Mayor Tackman designates **Ellen Robb** to continue serve as **Chairperson** to the Zoning Board.

Polling the Board: **Yes, Motion Carried**

Mayor Tackman designates **Ronald Gustafson** continue to serve as **Chairperson** to the Planning Board.

Polling the Board: **Yes, Motion Carried**

Mayor Tackman designates **Helena (Holly) Glassford** to serve as **Chairperson** to the Board of Ethics.

Polling the Board: **Yes, Motion Carried**

Mayor Tackman designates **Trustee Kimberly Liedka** as **Deputy Mayor**.

Mayor Tackman designated the following Board Member liaison assignments:

Department of Public Works	Trustee Carr
Parks & Recreation	Trustee Albanese
Justice Court	Trustee Mattox
Facilities/Custodians	Trustee Mattox
Fire Department	Mayor Tackman
Village Office	Mayor Tackman
Codes Enforcement	Deputy Mayor Liedka
Police Commission	Mayor Tackman

Mayor Tackman proposes the "*Eagle Bulletin*" be designated as the official newspaper.

Polling the Board: **Yes, Motion Carried**

Mayor Tackman proposed that Key Bank, M&T, Solvay Bank, Community Bank NA, Pinnacle and NYClass are designated as the Village depositories, with maximum allowable deposit up to \$10 million, for one year.

Polling the Board: **Yes, Motion Carried**

Motion – by Deputy Mayor Liedka, seconded by Trustee Mattox that the **regularly scheduled meetings** of the Board of Trustee will be held the **first Monday** of each month at **7:00PM** at the Court Room. (For September 2019, the meeting will be held on the 2nd Monday of the month) All meetings are conducted in accordance with the Open meeting Law.

Polling the Board: **Yes, Motion Carried**

Motion by Trustee Mattox seconded by Trustee Albanese—That the **usual Bonds and Penalties** be written by the Insurance Agent covering the Board Members, Village Manager, Village Clerk, Treasurer, Tax Collector, Justice, Acting Justice, Court Clerk, and any other employees handling cash and/or authorized to sign checks for the Village.

Polling the Board: **Yes, Motion Carried**

Motion - by Trustee Albanese, seconded by Trustee Mattox—As authorized by Section 1094 of the Real Property Tax Law, the Board of Trustees hereby **waives all penalties and interests on unpaid Village taxes prior to April 1942**, provided that such taxes are paid in full within one year of adoption of this motion.

Polling the Board: **Yes, Motion Carried**

Motion - by Trustee Mattox seconded by Deputy Mayor Liedka—That the Board of Trustees provides for the **partial payment** of Village real property taxes pursuant to the Onondaga County Legislature's actions taken on March 6, 1995, under Chapter 928 of the Laws of 1994 resolving that Village collecting officers are authorized to accept partial payments of village real property taxes, special levies, and special assessments.
The Onondaga County Legislature adopted a resolution (Resolution 38) on March 6, 2012 as follows:

Amending Resolution No. 37 - 1995
Regarding Partial payments of Village Real Property Taxes

WHEREAS, by Resolution No. 37-1995, this Legislation authorized village collection officers to accept partial payments of village real property taxes, special ad valorem levies, and special assessments; and

WHEREAS, in these difficult economic times, many residents of Onondaga County are finding it difficult to budget real property tax payments according to the existing schedules established in such resolutions; and

WHEREAS, when a resident is unable to make conforming payments, the municipality is negatively affected because it misses out on having cash in-hand and the resident is negatively affected because of the statutory interest and penalties accruing on the outstanding balance; and

WHEREAS, it is necessary to amend the prior resolution so as to provide residents greater flexibility in making partial real property tax payments in amounts other than fifty percent of the total tax due for each of the three permissible installments;

NOW THEREFORE BE IT RESOLVED, that Resolution No. 37-1995, is hereby further amended to allow partial payments of village real property taxes, special ad valorem, and special assessments, as shall be consistent with the following:

1. Village real property taxes, special ad valorem levies and special assessments may be paid in up to four (4) partial payments during village collection period of the then current tax year.
2. The initial partial payment shall be paid not later than the penalty-free period of the then current tax year. Interest and penalties shall be charged against the unpaid balance after such date.
3. No minimum amount is required for a partial payment, except that the final partial payment shall be in the amount of the remaining unpaid balance due and owing.

4. No partial payment shall be accepted from a property owner if there are delinquent real property taxes, special ad valorem levies, and special assessments owed on such property, unless the property owner is current on installment payments to the County pursuant to Local Law No. 7-1995 as may be amended from time to time; and

BE IT FURTHER RESOLVED, that in all other respects, Resolution No. 37-1995 shall remain in full force and effect; and

BE IT FURTHER RESOLVED, that the Clerk of this Legislature is directed to file a certified copy of this resolution with the Commissioner of the New York State Office of real Property Tax Services no later than thirty days after adoption.

The Village Board of Trustees hereby supports this resolution and will in the future accept partial payments in accordance with Onondaga County Resolution No. 38 amending resolution No. 37 - 1995 regarding partial payments of Village real property taxes.

Polling the Board: **Yes, Motion Carried**

Motion by Trustee Carr, seconded by Deputy Mayor Liedka, that the Mayor and Village Manager be authorized to sign checks in absence of the Village Treasurer.

Polling the Board: **Yes, Motion Carried**

Motion - by Trustee Albanese, seconded by Trustee Mattox - That the following resolution Concerning the **advance payment of claims** be adopted:

Polling the Board: **Yes, Motion Carried**

WHEREAS, the Board of Trustees has determined to authorize payment in advance of audit of claims for payroll, public utility services, postage, freight, and express charges, and

WHEREAS, all such claims shall be presented at the next regular meeting for audit; and

NOW THEREFORE BE IT RESOLVED that the Board of Trustees authorizes payment in advance of audit of claim for payroll, public utilities services, postage, freight, express charges, and payments and all claims shall be presented at the next regular meeting for audit.

This resolution was initially adopted August 5, 1996 and affirmed annually.

Polling the Board: **Yes, Motion Carried**

Motion - by Trustee Carr, seconded by Trustee Mattox - adopt the following resolution regarding authorizing municipal employees and officials to attend certain schools,

conferences, seminars, etc. conducted for the benefit of local government:

WHEREAS, there is to be held in the coming official year:

- New York Conference of Mayor's Training School(s), seminars, workshops, and meetings;
- CNY Clerk/Treasurer Association seminars and bi-monthly meetings;
- NYS Comptroller seminars;
- Onondaga County Mayor's and Public Officials Association seminars and monthly meetings;
- New York State mandatory Code Enforcement certification training;
- New York Fire Academy;
- Magistrate Association (NYS and CNY) seminars; and
- CNY Court Clerk Association seminars and monthly meetings.

WHEREAS, it is determined by the Board of Trustees that attendance by certain municipal employees and officials at one or more of these meetings, conferences or schools benefit the municipality;

NOW THEREFORE BE IT RESOLVED:

Section 1. That Officers and employees are hereby authorized to attend such training:

Section 2. Approvals granted herewith acknowledge and authorize the payment of claim for any registration or program cost, but not any additional expenses or charges, such as vehicle or mileage reimbursement, overnight accommodations, meals or other out-of-pocket expenses. A separate and formal request must be made to the Board of Trustees for prior approval for any such additional expenses or charges.

Section 3. The Board encourages all employees to attend training, locally, or within a day's drive, to avoid added costs for over-night accommodations whenever possible.

Section 4. That, whenever possible, a Village vehicle should be used for all village related travel.

Polling the Board: **Yes, Motion Carried**

Motion - by Trustee Mattox, seconded by Trustee Carr—That the Village of East Syracuse will reimburse authorized, pre-approved mileage to officers and employees of the Village who have permission to use their personal automobiles while performing their official duties on behalf of the Village at the IRS rate (presently **58¢** per mile).

Polling the Board: **Yes, Motion Carried**

Annual Review of Development Fee Schedule

On April 15, 2002 the Village Board adopted Local Law number 1 of 2002, a local law to create a fee and expense schedule for certain applications to Village Board and applications for Village services. This law gave the authority to the Village of East Syracuse Board of Trustees to periodically amend, by resolution this schedule of fees and expenses.

Motion by Trustee Albanese, seconded by Trustee Mattox To affirm and accept the Village of East Syracuse Development fee Schedule, as follows.

Polling the Board: **Yes, Motion Carried**

1. The first part of the paper discusses the importance of the study.

2. The second part of the paper discusses the methodology used in the study.

3. The third part of the paper discusses the results of the study.

4. The fourth part of the paper discusses the conclusions of the study.

5. The fifth part of the paper discusses the implications of the study.

6. The sixth part of the paper discusses the limitations of the study.

7. The seventh part of the paper discusses the future research.

8. The eighth part of the paper discusses the acknowledgments.

9. The ninth part of the paper discusses the references.

10. The tenth part of the paper discusses the appendices.

11. The eleventh part of the paper discusses the glossary.

12. The twelfth part of the paper discusses the index.

Zoning Board

Area Variance	\$50	Plus cost reimbursement agreement
Accessory Use	\$50	Plus cost reimbursement agreement
Special Use permit	\$200	Plus cost reimbursement agreement

Planning Board

Commercial Fence Review	\$50	Plus cost reimbursement agreement t
Subdivision Review	\$100	Plus cost reimbursement agreement
Site Plan review	\$200	Plus cost reimbursement agreement

License Fees

Vendors Permit	s100	Annual fee
	\$250	Mobile Vending Unit
	\$ to	Individual Investigation charge
Business License to Conduct "Junk Yard"	\$500	
Pawnbroker	\$500	
Secondhand Dealer	\$500	General & Management
	\$200	Exposition
Coin Op license	\$100	Plus \$25 per machine

PARK/POOL FEES

Pool rental	\$50/ hr.	up to 50 swimmers
	\$75/ hr.	51 to 100 swimmers
Pavilion rental	\$20	Village residents
	\$40	Non-residents
		Non-Profit organizations sec Director

Motion – by Trustee Mattox seconded by Deputy Mayor Liedka - That the **Procurement Policy** of the Village of East Syracuse, adopted January 1, 1992, and revised June 6, 2016 continues in effect.

Polling the Board: **Yes, Motion Carried**

Motion - by Trustee Mattox, seconded by Trustee Albanese - That the **Meeting Procedures** for the Village of East Syracuse, adopted April 1, 1996, and revised April 4, 2016 continue in effect.

Polling the Board: **Yes, Motion Carried**

Motion - by Deputy Mayor Liedka, seconded by Trustee Mattox –That the **Emergency Preparedness Plan** of the Village of East Syracuse, adopted December 2, 2013, and revised November 7, 2016 and November 6, 2017 continues in effect.

Polling the Board: **Yes, Motion Carried**

Motion - by Trustee Carr seconded by Trustee Mattox –That the **Employee Handbook** and the policies and procedures stated therein, including the policy on Drug and Alcohol Testing and the Employee Safety Guide, for the Village of East Syracuse, initially adopted July 21, 1997 and revised October 2016, and amended from time to time, continue in full effect.

Polling the Board: **Yes, Motion Carried**

Motion - by Deputy Mayor Liedka seconded by Trustee Carr –That the **next Annual Organizational Meeting** for the Village of East Syracuse shall be **Monday, January 6, 2020 at 7PM.**

Polling the Board: **Yes, Motion Carried**

Motion by Trustee Albanese seconded by Trustee Mattox to adjourn the Annual Organization meeting for the Village of East Syracuse

Polling the Board: **Yes, Motion Carried** **7:45pm**

February Break 2019

Tuesday, February 19 th	Sky Zone	VR \$8
	No Transportation 10-11am	NR \$10
Tuesday, February 19 th	Bingo & Movie	Free
	12:00 - 3:00	
	East Syracuse Municipal Building	
Wednesday, February 20 th	Parent/Child Paint Day	\$5
	10:00 - 11:30	
	East Syracuse Elementary	
Wednesday, February 20 th	CNY Karate	Free
	East Syracuse Elementary Gym	
	12:00 - 1:15 pm	
Thursday, February 21 st	Bowling - Rock & Bowl	\$7
	Bowl Mor Lanes	Directly to Bowl Mor
	10:00 - 11:30	
Friday, February 22 nd	3 On 3 basketball Tourney	\$5
	ESE 10:00 - 11:30	Directly to Steve Graham
Friday, February 22 nd	Intramurals & Pizza Party	\$5
	ESE 12:15 - 2:30	Directly to Steve Graham
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Baby Sitting Course - Friday, February 22 nd	9:00 - 12:00	\$50.00
	East Syracuse Municipal Building	Directly to Eaves
Friday, March 1 st	Family Movie Night	free
	Municipal Building	
	6:00 pm popcorn and refreshments	
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Saturday, March 9 th	Build it with Lewes	\$5.00
	Municipal Building	
	Airplane project	
Saturday, April 13 th	Breakfast with the Easter Bunny	\$3.50/person
	Heman Street Apt	\$12/family
	9:15 - 11:15 am	
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Saturday, April 20 th	Easter Egg Hunt	Free
	10:00 am Sharp	
	Ellis Field Park - ages 10 & under	
	Coloring Contest	Free
	register before April 19 th	
	Winners announced April 21 st	

Saturday, April 27th

OCRRRA Annual Earth Day Clean-up. Volunteers meet at Village Deli
At 9:00 am. Hotdogs, Ice cream and water are provided at conclusion
of cleanup for all volunteers courtesy of Village Deli,

April 30th – June 27th

Adult basketball League \$100/team

East Syracuse Elementary
Tuesday Evenings 6 - 9

Open Gym –Basketball Free

East Syracuse Elementary
Thursday Evenings 6 - 9

Sunday, May 19th

Family Day at Syracuse Chiefs \$4.00 VR
\$6.00 NR

Ticket to game and tailgate in parking lot at 12:00. Syracuse Chiefs
provide promotion offering to children 12 & under of a hot dog, soda,
popcorn and ice cream. No Transportation Provided

SENIOR ACTIVITIES

Monday, February 11th

Valentine's Day Party \$3.00 pay at door
Heman Street Apts
Keener Senior Program
10:00 – 1:30

Thursday, March 14th

St. Patrick's Day Party \$4.00
Heman Street Apts
10:00 – 1:30
Corn Beef & cabbage Lunch

Thursday, April 18th

Easter Luncheon \$4.00
Heman Street Apts
10:00-1:30
Ham Lunch

Thursday, March 28th

Turning Stone Casino VR \$16

Thursday, April 25th

\$15 free play or \$15 Bingo bucks NR \$18
\$5 lunch coupon
Motor-coach Transportation

March 2nd

Mamma Mia
Annual ESM Musical
ESM High school – 2:00 pm
No Transportation

Thursday, May 30th

The All Night Strut Musical VR \$26
Red House Theater NR \$28
School Bus Transportation

Motion by – Trustee Carr, seconded by Deputy Mayor Liedka to approve the Mayor to sign a contract with **Penn Powers for the maintenance of our generator.**

Polling the Board: All in favor- Yes Motion Carried

Motion by – Trustee Mattox, seconded by Trustee Albanese- to take Solvay Bank off the Service Awards Program contract and replace them with Pinnacle Investment / & BPA_

Polling the Board: All in favor- Yes Motion Carried

Mayors Comments:

- Mayor requested that invoices for the Fire Department budget lines that are over need to be checked and verified that they have been put into the correct accounts.
- Update – on Big 4 parking, police have checked they did not see an issue
- Sales tax County agreement funding to the Village starting 2020, Talk about beginning in January 1st 2019 see attached resolution No 007. 4.80 % \$249,600 to the Village of East Syracuse.
- Building Maintenance position, Mayor has one name will check with Village Clerk to see if any others applicants have applied, and then will begin to set up interviews.
- Fire Department Consultant James W. Harrington will be starting to reach out to individual within the week, he is hoping to have a report completed and to us by March 1, 2019.

Trustees Comments:

- **Deputy Mayor Liedka-** discussed the problem over the Holiday why the garbage had not been picked up on the day agreed to within the contract with Butler. Notification also was sent out to late and using the web site will not reach everyone. Deputy Mayor Liedka requested that Mike Moracco reach out to Butler and moving forward we all understand the correct date, so that residents will be informed.

Department Reports:

- **See attached reports**
- **Codes Department-** Update on the free smoke detector program will be starting
- **DPW-** Superintendent Hughson said that in 2018 the salt trucks went out only 9 times. Garbage pickup was even harder because of the wind. Crews have been going around picking up Christmas trees, many have already been picked up.
- **Parks & Recreation-** Director Tom Richardson said that they would be installing the portable ice rink this week and skates should also be arriving soon. He mentioned that the Parks and Recreation Committee gave \$2000 towards the rink. Question was asked by Deputy Mayor "how many skaters can be on the ice safely." Tom said that it would determine by the size of the rink, but he would also check with other agency that have a rink. Tom will be putting together rules to follow for the skaters.
- **Fire Department-** Chief Cramer made note that this year was an extremely busy one

Public Comments:

- No public comments

Motion by Trustee Albanese, seconded by Trustee Carr - to go into executive session

Polling the Board: All in favor- Yes Motion Carried 8:35pm

Motion by- Trustee Mattox seconded by Deputy Mayor Liedka to begin executive session

Polling the Board: All in favor- Yes Motion Carried 8:41pm

Motion by Trustee Mattox, seconded by Deputy Mayor Liedka - to go out of executive session

Polling the Board: All in favor- Yes Motion Carried 9:32pm

Motion by- Trustee Mattox, seconded by Trustee Albanese to adjourn general session

Polling the Board: All in favor- Yes Motion Carried 9:32pm

Next Trustee Meeting February 4th 7:00pm

Michael Moracco

Village Clerk