

MINUTES  
TOWN BOARD  
February 22, 2023

The Town of Manlius Town Board held a hybrid meeting with in-person attendees and virtual attendees. The meeting was live streamed on the Town Facebook page and the Town YouTube Channel. The recording of the meeting can be viewed here;

<https://www.youtube.com/channel/UC3pS9-uTiX4l7aEgciGEVSA>

Deputy Supervisor Sara Bollinger presided, and the following Board members were present:

	Elaine Denton, Councilor
	Heather Waters, Councilor
	Katelyn M. Kriesel, Councilor
	Alissa Italiano, Councilor
	William Nicholson, Councilor
Absent	John Deer, Supervisor

The following Town Officers were present:

Joseph Frateschi, Attorney for the Town	Ann Oot, Town Manager
Kay Blythe, Deputy Town Manager	Rob Cushing, Highway Superintendent
Michael Crowell, Police Chief	

The following Town Officers Attending Virtually: None.

**1. Attendees**

In-Person Meeting Attendees: Mark Matt, Fayetteville. Steve Benson, Manlius.

Virtual Meeting Attendees: Warren Linhart

**2. The Pledge of Allegiance**

Deputy Supervisor Bollinger, called the meeting to order at 6:30 PM. Councilor Waters led the Pledge of Allegiance. Deputy Supervisor Bollinger welcomed everyone and thanked all for attending.

**3. Open Podium – None**

**4. 6:32 PM Highway – Letter of Intent**

Councilor Italiano made a motion, seconded by Councilor Kriesel, to authorize the Highway Superintendent to send a letter of intent to Navistar Inc for the purchase of a new 2024 International Chassis at a cost of \$112,507 and a new Plow package at a rate of \$64,673.40.

Ayes: Deputy Supervisor Bollinger, Councilor Denton, Councilor Waters, Councilor Kriesel, Councilor Italiano, Councilor Nicholson

Nays: 0

All in Favor.

Motion Carries.



## **7. 6:45 PM 2022 Budget Encumbrances & Transfers**

Councilor Italiano made a motion, seconded by Councilor Denton, to approve the 2022 Budget Encumbrances and Transfers as presented by Town Manager Oot.

### **2022 Encumbrances and Budget Transfers**

#### **Encumbrances:**

A005.1010.400 Town Board-Contractual	2,500
• Annual Audit of Justice Court (postponed from prior year)	
A005.1410.402 Town Clerk-Seminars/Conf.	\$1,500
• Town Clerk Training for Deputy Clerks	
A005.1460.400 Records Mgmt.-Contractual	\$6,500
• Kiosk, Scanning, Shredding	
A005.1220.402 Supervisor-Seminars/Conf.	\$1,500
• SHRM Conference/Comptroller Training	
A005.1220.450 Supervisor-Contractual.	\$1,500
• Safety Training (postponed from prior year)	
A005.3120.200 Police-Equipment	\$3,000
A005.3120.400 Police-Contractual	\$1,571.84
• PO 21-33620 \$217 Lockers	
• PO 22-35448 \$43 Cable	
• PO 22-36699 \$355.28 Mag Lights	
• PO 22-36755 \$956.56 AED	
A005.3120.401 Police-Office Supplies	\$4,000
• PO 22-36605 \$4,000 Desks for FOP	
A005.3120.412 Police-Vehicle Repair	\$26,690.40
• PO 22-35066 \$9,000 Vehicle Upfit	
• PO 22-35067 \$11,960 Vehicle Upfit	
• PO 22-35361 \$2,324 Inspection Station	
• PO 22-36933 \$2,646 Ballistic Shields	
• PO 22-36992 \$692.65 Cargo Box	
• PO 22-37152 \$67.75 Gun Safe	
A005.3120.446 Police-Misc.	\$15,724.05
• PO 22-35629 \$600 Ear Pieces	
• PO 22-35630 \$10,084.05 Portable Radios	

- PO 22-36530 \$5,040 Tasers

A005.3120.448 Police-Uniforms/Cleaning \$2,820.55

- PO 22-35112 \$1,018.95 Ballistic Vest & LBV
- PO 22-35911 \$234.94 SIRO Uniforms, Boots
- PO 22-36011 \$787.98 Ballistic Vest
- PO 22-36549 \$154.98 LBV
- PO 22-36550 \$154.98 LBV
- PO 22-36552 \$154.98 LBV
- PO 22-36704 \$154.85 Annual Allotment
- PO 22-36990 \$154.89 Annual Allotment

A005.3120.464 Police-Protection Gear \$4,199.27

- PO 22-36816 \$533.96 Holsters
- PO 22-36938 \$647.96 Armorer Supplies
- PO 22-36940 \$1,617.35 Simmunitions
- PO 22-36964 \$1,400 Streamlights

DA0.5.5130.200 Machinery-Equipment \$86,033.40

- Ford F350XL Pickup Truck/Plow Package

DA0.5.5142.472 Snow Removal-Plow/Sand Equip. \$15,000

- Snowplow Equipment

**Budget Transfers:**

Amount: \$4,000

From: A005.1460.100 Records Management-Personal Services

To: A005.1410.100 Town Clerk-Personal Services

- Records Management Officer (Weber) salary; reimburse clerk budget for payment of RMO salary

Amount: \$564

From: A005.7310.410 Recreation-Program Expenses

To: A005.7310.402 Recreation-Seminars/Conference

- NRPA Conference – registration/travel increase

Amount: \$17,511

From: B005.3620.100 Planning & Development-Personal Services

To: A005.1410.100 Town Clerk-Personal Services

- 20% D. Witzel/T. Galvin salaries

Amount: \$8,903

From: DA0.4.3500 Extreme Winter Recovery

To: DA0.5.5130.200 Machinery-Equipment

- Snowplow Equipment

Amount: \$7,135  
 From: DA005.5130.411 Machinery-Vehicle Expense  
 To: DA0.5.5130.200 Machinery-Equipment  
 • Truck #27 Plow Package

Ayes: Deputy Supervisor Bollinger, Councilor Nicholson, Councilor Denton, Councilor Italiano, Councilor Waters, Councilor Kriesel

**8. 6:46 PM Set Date – March Town Board Work Session – Climate Action Plan Initial Presentation and Discussion**

Councilor Kriesel made a motion, seconded by Councilor Denton, to set a date for a Town Board Work Session on March 8<sup>th</sup> at 5:00 PM to review and discuss the Town of Manlius Climate Action Plan

Ayes: Deputy Supervisor Bollinger, Councilor Nicholson, Councilor Denton, Councilor Italiano, Councilor Waters, Councilor Kriesel

Nays: 0 All in Favor. Motion Carries.

**9. 6:47 PM Approval of Minutes – February 8, 2023**

Councilor Italiano made a motion, seconded by Councilor Waters, to approve the minutes of February 8, 2023, as submitted by Deputy Clerk Witzel.

Ayes: Deputy Supervisor Bollinger, Councilor Nicholson, Councilor Denton, Councilor Italiano, Councilor Waters, Councilor Kriesel

Nays: 0 All in Favor. Motion Carries.

**10. 6:47 PM Approval of Abstract # 4**

Councilor Nicholson made a motion, seconded by Councilor Denton to approve Abstract # 4 as amended to remove the payment to Civic Plus in the of \$ 7938.00 in the amount of \$ 463,204.93 as submitted by Town Clerk Weber.

TOWN OF MANLIUS		
Fund Summary		
Abstract # 4 - 2023		
CODE	FUND	TOTALS
A	General Fund Townwide	\$ 76,365.99
B	General Fund Town	\$ 509.17
DA	Highway Fund Townwide	\$ 91,036.61
CM4	Court Special Review	\$ 86.42
SD3	Consolidated Drainage # 3	\$ 380.00
SR1	Trash	\$ 205,581.50
SR2	Brush	\$ 25,187.50
SS3	Megnin Sewer District	\$ 71,995.74

Ayes: Deputy Supervisor Bollinger, Councilor Nicholson, Councilor Denton, Councilor Italiano, Councilor Waters, Councilor Kriesel

Nays: 0

All in Favor.

Motion Carries.

**11. The Town Board congratulated Town Supervisor Deer and Prerna Deer on the birth of their son.**

**12. 6:48 PM Surplus Equipment – Police Department**

Councilor Waters made a motion, seconded by Councilor Nicholson, to declare 45 Smith & Wesson 45 Caliber Handguns surplus equipment.

Ayes: Deputy Supervisor Bollinger, Councilor Nicholson, Councilor Denton, Councilor Italiano, Councilor Waters, Councilor Kriesel

Nays: 0

All in Favor.

Motion Carries.

**13. 6:50 PM Introduction of New Police Officers**

Chief Crowell introduced new police officer Jacob Gibbs & Officer Luke Corl. Chief Crowell stated that Officer Anthony Mastrobattisto and Officer Chad Temple were on a call for service and unavailable for introductions.

**14. 6:55 PM Adjournment**

There being no further business to come before the Board, upon a motion duly made by Councilor Kriesel and seconded by Councilor Denton the Board voted unanimously to adjourn regular session at 7:06 PM.

Ayes: Deputy Supervisor Bollinger, Councilor Nicholson, Councilor Denton, Councilor Italiano, Councilor Waters, Councilor Kriesel

Nays: 0

All in Favor.

Motion Carries.

Respectfully Submitted by:

Allison Weber  
Town Clerk