

Town of Marcellus  
Board Meeting  
Wednesday, July 1, 2026  
6:30 PM

Call to Order

Salute to Flag

I. Waive the Reading and Accept the Minutes

II. Approve Monthly Financials

III. **Old Business**

IV. **New Business**

- A. Amend Compensation Time
- B. Set Budget Meetings
- C. Sewer District Consolidation SERQ
- D. Sewer District Consolidation Resolution
- E. Hazard Mitigation Plan

V. **Reports From Department Heads**

- A. Codes
- B. Highway
- C. Parks/Rec
- D. Town Clerk - Monthly Report

VI. **Discussion Agenda**

- A. Fire Department

VII. **Adjournment**

**Future Meeting Dates**

Comprehensive Plan Committee Meeting- Monday, July 6, 2026 – 2:00 pm- Town Hall

Planning/Zoning Meeting-Monday, July 6, 2026 - 6:30 pm- Town Hall

Workshop Meeting (Fire Department Discussion)- Wednesday, July 15, 2026- 6:30 pm- Town Hall

Town Board Meeting- Wednesday, August 5, 2026- 6:30 pm- Town Hall

Marcellus Town Board  
Workshop Meeting  
Wednesday, June 3, 2026  
6:30 PM

A Workshop Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, June 3, 2026, in the Town Hall, 22 East Main Street, Marcellus, New York.

Present: Jane Attley	Supervisor
Jeff Berwald	Councilor
Terry Hoey	Councilor
Karen Pollard	Councilor
Absent: Percy Clarke	Councilor

Also Present: Mr. Gascon, Town Counsel; Don MacLachlan, Park and Recreation Director; Linda Wilcox, Town Historian; Bill Southern, John Pawlewicz, Patricia Bishop, Chris Christensen, Dave Card, Fire Department; Joel McNally, Fire Department; Art and Nancy Hudson, Dallas Wilson, Riley Sullivan, Suzanne Tobin, Deputy Town Clerk.

**Waive the Reading and Accept the Minutes:** Councilor Berwald made a motion seconded by Councilor Hoey to waive the reading and accept the minutes as submitted by the Town Clerk for May 6, 2026, Town Board meeting and May 20, 2026, Workshop meeting.

Ayes – Attley, Berwald, Hoey and Pollard

Carried

**Monthly Activity:** The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #5 for May 22, 2026, Claim # 159613.

Expenses

Trust and Agency	69.40
<b>Total</b>	<b>\$69.40</b>

The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #6 for June 3, 2026, Claim 's # 159622-159653.

Expenses

General Fund	\$15,074.66
Part Town General	1,092.00
Townwide Highway	238.18
Part Town Highway	2,812.79
Fire District	89,983.50
Ambulance Fund	76,725.00
Trust and Agency	203.17

Total \$186,129.30

Board Members were given the Activities Report as of May 28, 2026. Fiscal year 2026 Period 5.

	<u>Revenue</u>	<u>Expense</u>
General Fund	(1,313,693.25)	559,918.61
Part Town General	( 219,188.81)	74,327.03
Townwide Highway	( 596,407.20)	244,989.44
Part Town Highway	( 390,556.50)	71,983.71
Fire District	( 447,361.74)	208,796.50
Hydrant Fund	( 3,491.33)	1,797.83
Ambulance Fund	( 311,766.41)	155,882.50
Sewer District	( 216,035.47)	71,549.48
Water District	( 174,768.23)	87,952.90

**Bank Balances:**

The total of all Bank Balances for April 2026 is \$6,037,764.62

Councilor Hoey made a motion seconded by Councilor Berwald to approve the Abstract of Audited Voucher Reports for May 22, 2026, and May 29, 2026, the Activities Report as of May 28, 2026, and the bank balance as of April 2026.

Ayes – Attley, Berwald, Hoey and Pollard

Carried

**New Business:**

**Sewer District Consolidation:**

Councilor Berwald stated that he and Mike Ossit discussed the proposed consolidation of the two sewer districts and that they both felt that it would be a smart move. The two districts pay the same amount per household; \$750.60/year. Neither district has any debt and the joining of the two districts would only distribute the cost of any future repairs and/or regular maintenance over the larger group of members.

Councilor Pollard asked Mr. Gascon what would be required in order to make this happen.

Mr. Gascon replied that both districts were already mapped out, but that they would need to be combined and a new map made. Then a new Local Law that would combine both districts would need to be created, along with the standard procedure for passing any local law.

Councilor Pollard asked if the people who lived in the two districts would need to be notified and told that there would be no financial impact.

Mr. Gascon confirmed that they would and offered that he could have a member of his staff create the appropriate correspondence to handle this. Mr. Gascon's office will send an email to the board including an outline of how to proceed. Councilor Pollard made a motion that Jim's office pursue the consolidation process for two districts. Councilor Hoey seconded the motion.

Ayes –Attley, Berwald, Hoey and Pollard

Carried

**Village of Camillus Joint Comprehensive Plan Project – Lead Agency:**

Mr. Gascon explained that the letter and request that we received from the Town of Camillus is a standard operating procedure in the course of moving forward with their comprehensive plan. Camillus is notifying other interested parties, of which we are one, that they are going to be the Lead Agency. It is polite for us to respond and to acknowledge that we received the form they included with the letter and that we have no objections.

Councilor Berwald made a motion to have Supervisor Attley sign the form and Councilor Hoey seconded the motion.

Ayes –Attley, Berwald, Hoey and Pollard

Carried

**Agriculture and Market Law – Shelter Donations:**

Councilor Berwald went over the change to the current Ags and Market law §109 that will require us to add a section to our existing dog renewal letter that provides the dog owner with the chance to make a voluntary donation to a local animal shelter. The donations then would accumulate over the course of a year as a separate accounting line item in our budget. Councilor Berwald said that the Board needed to select a specific dog shelter. After reviewing the list of local shelters prepared by the Town Clerk, Councilor Pollard made a motion to have all donations collected given to CNY SPCA because they are the people we rely on for animal cruelty cases. Councilor Hoey seconded that motion.

Ayes –Attley, Berwald, Hoey and Pollard

Carried

**Reports From Department Heads:**

**Codes:** John Houser, Codes Officer, Absent

**Highway Department:** Mike Ossit, Highway Superintendent; Absent

Councilor Pollard said that she noticed that the cemetery by Seal Rd and NE Townline had been mowed and discussion was had regarding the status of abandoned cemeteries. Mr. Gascon explained that there are two types of cemeteries and the abandonment of each is handled differently.

**Parks and Recreation:** Mr. MacLachlan, Park and Recreation Director; reported that the Park is ready for Olde Home Days and that guys are doing a great job. The Rec department is busy, a lot of the classes are full, and Michele is doing a wonderful job. The amphitheater progress is currently on hold due to the Olde Home Days activities.

**Town Clerk - Monthly Report:** There was some confusion regarding the total of marriages listed (4) and the resulting income that was reflected on the report. We charge \$40.00 for each marriage license but the Town then has to pay the State Health Department a fee of \$22.50 for each license that we process. After paying the State Health Department, the original \$160.00 collected resulted in \$70.00 of income for the Town.

**Discussion Agenda:**

**Fire Department:** Dave Card, Fire Department; Dave confirmed that they are having the Pancake Breakfast on this Saturday, June 6, 2026. He also shared that he wants to start discussions regarding the

2027 budget ASAP. He said that he has established a line of communication via text with Supervisor Attley, and he would like to “iron out” the details as quickly as possible in order to facilitate his ability to plan accordingly. He is waiting for a specific meeting date to be set for this process to get started.

**Councilor Pollard** brought up the subject of data collection centers that have been in the news lately and wondered if the board should have some concerns regarding them?

**Mr. Gason** commented that this has been a topic of concern for many local boards lately. The State is proposing the establishment of a 12-month Moratorium for Data Collection sites on the State level. **Chris Christensen, Planning and Zoning Board** and **Bill Southern** both contributed their experienced opinions on this topic. **Councilor Hoey** suggested that tonight’s minutes specifically reflect that the Town Board would like to have our Planning and Zoning Board form a sub-committee that could advise the Town Board on how to best proceed on this subject.

**Adjournment:** Councilor Berwald made a motion seconded Councilor Hoey to adjourn the Workshop Meeting at 7:14 PM.

Ayes –Attley, Berwald, Hoey and Pollard Carried

Respectfully submitted,

Suzanne Tobin

Deputy Town Clerk

Marcellus Town Board  
Workshop Meeting  
Wednesday, June 17, 2026  
6:30 PM

A Workshop Meeting of the Town of Marcellus, County of Onondaga, State of New York was held on Wednesday, June 17, 2026, in the Town Hall, 22 East Main Street, Marcellus, New York.

Present: Jane Attley	Supervisor
Jeff Berwald	Councilor
Percy Clarke	Councilor
Terry Hoey	Councilor
Karen Pollard	Councilor

Also Present: Mike Ossit, Highway Superintendent; Don MacLachlan, Park and Recreation Director; Linda Wilcox, Town Historian; Dave Card, Fire Department; Tom Lathrop, Bill Southern, Art and Nancy Hudson, Suzanne Tobin, Deputy Town Clerk; Rosemary Tozzi, Town Clerk.

**Abstract of Audited Vouchers:** The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #6 for June 17, 2026. Claim #'s 159663-159693 and 159695.

	Expense	
General Fund		\$13,031.87
Part Town General		2,495.90
Townwide Highway		2,252.70
Part Town Highway		28,749.94
Fire District		8,590.25
Ambulance		1,214.00
Total		\$56,334.66

**Abstract of Audited Vouchers:** The Abstract of Audited Vouchers was given to the Board Members as submitted by the Town Clerk. Abstract #6 for June 18, 2026. Claim #'s 159696-159718.

	Expense	
General Fund		\$45,091.48
Part Town General		3,010.24
Townwide Highway		170.42
Part Town Highway		16,059.39
Trust and Agency		1,888.27
Total		\$66,219.80

Councilor Berwald made a motion seconded by Councilor Hoey to approve the Abstract of Audited Vouchers and pay the bills for June 17, 2026, and June 18, 2026.

Ayes—Attley, Berwald, Clarke, Hoey and Pollard

Carried

**Old Business:**

**Sewer District Consolidation:** Mr. Gascon, Town Counsel is preparing documents to move forward with this process.

**New Business:**

**Cyber Awareness Training for Staff:** Syracuse Technologies offers cyber awareness training for Town staff as part of the service agreement the Town has with Syracuse Technologies. The course is two hours and will be held at Town Hall. There is no cost to the Town. Staff will receive a certificate of completion, that is insurance compliant. Hours of operation at Town Hall will be affected during the training as many departments will be attending the training and unavailable to the public.

**Recreation Field Trip Petty Cash:** The Recreation Department is requesting \$500.00 petty cash for the recreation field trips during the summer program. This process was started during the 2025 season. The petty cash will be turned into accounting at the end of the season. All monies will be accounted for with receipts and documentation of funds spent.

Councilor Pollard made a motion seconded by Councilor Berwald to approve \$500.00 in petty cash for the Recreation Department summer program.

Ayes—Attley, Berwald, Clarke, Hoey and Pollard

Carried

**Discussion Agenda:**

**Fire Department:** Dave Card has requested a meeting with Supervisor Attley; he inquired the status of the meeting as nothing has been scheduled. Dave would like to schedule the Fire Department budgetary meetings. He is requesting more time than in the past as he feels more discussion needs to take place for the Town Board to understand the needs of the Fire Department.

Dave met with the Marcellus Tax Assessor, Jeff Lowe, and discovered that there is a difference of nine taxable parcels between MAVES and the Fire Department. MAVES is collecting taxes on 3,026 and the Fire Department is only collecting taxes on 3,017. Dave asked the Town Board if they knew why this had occurred. The Town Board was unaware of this situation and referred him to meet with Jeff Lowe to discuss the matter.

Dave requested to meet with Town Board members to discuss the needs of the Fire Department. He asked to meet with one or two per meeting. **Councilor Pollard** disagreed with the request and stated it should be a public meeting with all Board members present. After some discussion it was decided that the July 15, 2026, Workshop meeting will be designated to the Fire Department to discuss the needs, and any other topics or issues Dave would like to address.

**Fire Department Financials:** The Marcellus Fire Department turned in their financial statements through May 31, 2026, and the chief's report. A copy is available at the Town Clerk's Office upon request during business hours 8:30AM-4:00PM Monday through Friday.

**Councilor Berwald** scheduled the CPR/AED training for July 1, 2026, at 9:00 am at Town Hall. MAVES will be providing the training at no cost to the Town. All interested staff are welcome to join. Hours of operation at Town Hall may be affected during the training as many departments will be attending the training and unavailable to the public.

**Councilor Pollard** brought up the subject of data collection centers and stated the County will be sending out guidelines regarding this topic.

**Mike Ossit, Highway Superintendent** W2O gave an assessment of the Platt Rd pump station. The cost is the same to repair the old pump or purchase a new one. W2O strongly suggested making Platt Rd pump station a priority in the near future as emergency call outs will most likely become more frequent and projects of this nature only become more costly with time.

**Adjournment:** Supervisor Attley made a motion seconded by Councilor Clarke to adjourn the Workshop Meeting at 7:00 PM.

Ayes –Attley, Berwald, Clarke, Hoey and Pollard

Carried

Respectfully submitted,

Rosemary Tozzi  
Town Clerk

---

Replacement For FLSA Non-Exempt/Salaried Employees Section 702 of Employee Handbook

Employees who do not qualify for exemption from overtime compensation under the FLSA but who are paid on a salary basis shall receive overtime compensation for all authorized time worked in excess of 40 hours in a given work week. Employees shall be compensated for authorized overtime work first by accrual of compensatory time, credited at the rate of 1.5 hours for each overtime hour worked, up to a maximum accumulation of 15 hours in a calendar year. All authorized overtime worked after an employee has accumulated the maximum allowable amount of compensatory time shall be paid for at one and one-half times the employee's regular hourly rate of pay. Employees shall be permitted to use compensatory time credits for paid time off within a reasonable period of time after requesting such use if the use of the compensatory time does not unduly disrupt Town operations. An employee who has a balance of accrued, unused compensatory time shall be paid the cash value of such accrued time at the end of each year, or at the time of separation from Town employment.

**TOWN OF MARCELLUS  
TOWN BOARD RESOLUTION**

**July 1, 2026**

**ADOPTION OF REVISED VERSION OF THE TOWN OF MARCELLUS POLICY  
ON OVERTIME COMPENSATION FOR NON-EXEMPT, SALARIED EMPLOYEES**

The following resolution was moved by Councilor \_\_\_\_\_ and Councilor

\_\_\_\_\_ seconded that:

**WHEREAS**, the Town Board of the Town of Marcellus wishes, based upon the recommendation of counsel, to amend its policy regarding overtime compensation for salaried Town employees who are not exempt from overtime requirements in order to fully comply with state and federal law; and

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Marcellus hereby adopts the attached revised Town of Marcellus Policy on Overtime Compensation for non-exempt, salaried employees; and

**BE IT FURTHER RESOLVED** that the Town Supervisor is authorized and directed to administer and enforce the Town of Marcellus overtime compensatory policy and to amend the Town's Employee Handbook to add said revised policy; and

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

<b>Jeff Berwald</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes/No</b>
<b>Terry Hoey</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes/No</b>
<b>Karen Pollard</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes/No</b>
<b>Percy Clarke</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes/No</b>
<b>Jane Attley</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes/No</b>

The foregoing resolution was thereupon declared duly adopted.

**DATED: July 1, 2026**

# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>			
Name of Action or Project: TOWN OF MARCELLUS JOINT CONSOLIDATION OF CERTAIN EXISTING SEWER DISTRICTS			
Project Location (describe, and attach a location map): VARIOUS			
Brief Description of Proposed Action: THE PROPOSED ACTION WOULD ALLOW FOR THE CONSOLIDATION OF CERTAIN EXISTING TOWN SEWER DISTRICTS			
Name of Applicant or Sponsor: Town of Marcellus Town Board		Telephone: 315-673-3269	
Address: 22 East Main Street		E-Mail: clerk@townofmarcellusny.gov	
City/PO: Marcellus		State: New York	Zip Code: 13108
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?  b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?  b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:		
<input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources?	NO	YES
If Yes,	<input type="checkbox"/>	<input type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	<input type="checkbox"/>	<input type="checkbox"/>
If Yes, briefly describe: _____ _____		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)?	NO	YES
If Yes, explain the purpose and size of the impoundment: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?	NO	YES
If Yes, describe: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?	NO	YES
If Yes, describe: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>
<b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>  Applicant/sponsor/name: <u>Town of Marcellus Town Board</u> Date: <u>July 1, 2026</u>  Signature: _____      Jane Attley      Title: <u>Supervisor</u>		

Project: Joint Sewer District Consolidation

Date: July 1, 2026

**Short Environmental Assessment Form  
Part 2 - Impact Assessment**

**Part 2 is to be completed by the Lead Agency.**

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing: a. public / private water supplies? b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	
	<input checked="" type="checkbox"/>	
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	

### *Short Environmental Assessment Form Part 3 Determination of Significance*

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Town of Marcellus Town Board	July 1, 2026
Name of Lead Agency	Date
Jane Attley	Supervisor
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

**TOWN OF MARCELLUS  
TOWN BOARD RESOLUTION**

**July 1, 2026**

**ADOPTION OF THE PROPOSED JOINT CONSOLIDATION AGREEMENT,  
SEQR DETERMINATION AND SETTING A PUBLIC HEARING  
FOR CONSIDERATION OF THE PROPOSED JOINT CONSOLIDATION  
AGREEMENT BETWEEN THE TOWN OF MARCELLUS AND  
CERTAIN EXISTING TOWN OF MARCELLUS SEWER DISTRICTS**

The following resolution was offered by \_\_\_\_\_, who moved its adoption, seconded by \_\_\_\_\_, to wit:

**WHEREAS**, from time-to-time, the Town of Marcellus has formed individual sewer districts throughout the Town in order to provide sanitary sewer service and to provide for the health, welfare and safety of the residents of the Town of Marcellus in certain areas of the Town by transporting sewage from properties in the Town for treatment at the Village of Marcellus Water Pollution Control Plant; and

**WHEREAS**, Article 17-A of the General Municipal Law of the State of New York authorizes the consolidation of special districts within a Town to facilitate such consolidations where deemed to be advantageous to the Town; and

**WHEREAS**, the Town Board of the Town of Marcellus has previously discussed the consolidation of the various sewer districts referenced in the attached Schedule "A" into a single joint consolidated sewer district to allow for the effective management and financing of district assets and infrastructure; and

**WHEREAS**, the Town is desirous of entering into a proposed Joint Consolidation Agreement for the aforesaid existing sewer districts into one (1) joint consolidated sewer district pursuant to Article 17 of the General Municipal Law; and

**WHEREAS**, the new joint consolidated sewer district entity would assume jurisdiction over all areas in the Town of Marcellus that were previously served by the various individual districts; and

**WHEREAS**, it is necessary for the Town of Marcellus to comply with all provision of Article 17-A, Title 2 of the General Municipal Law in this regard; and

**WHEREAS**, a proposed Joint Consolidation Agreement has been presented to the Town Board, which Agreement contains the necessary elements pursuant to Article 17-A of the General Municipal Law relative to the consolidation of the various existing sewer districts in the Town of Marcellus and as more specifically set forth in the attached Schedule “A”; and

**WHEREAS**, Volume 6 N.Y.C.R.R. Part 617 of the Regulations relating to Article 8 of the Environmental Conservation Law of New York (SEQRA), requires that as early as possible and within twenty (20) days of a complete project proposal, an involved agency shall make a determination whether a given action is subject to the aforementioned law; and

**WHEREAS**, the Town has completed and submitted a Short Form Environmental Assessment Form and the same has been reviewed and considered by the Town Board along with the other submissions provided by the applicant.

**NOW THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Marcellus hereby notices all agencies involved, if any, that it shall be lead agency for this proposed action; and it is further

**RESOLVED** that the Town Board of the Town of Marcellus hereby determines that the proposed action is an Unlisted Action, that the action does not involve any federal agency and the proposed action does not involved more than one agency; and it is further

**RESOLVED** that this Board hereby determines that the proposed action will not have a significant adverse effect on the environment, and this resolution shall constitute a Negative Declaration for purposes of Article 8 of the Environmental Conservation Law, Volume 6 of the N.Y.C.R.R. Part 617, for the following reasons:

1. The proposed action includes undertaking a program that will consolidate certain existing Town sewer districts into one (1) joint consolidated district in the Town of Marcellus and will not result in any disturbance to land or other environmental resources;
2. No other areas of concern have been identified by the public or the Town Board; and it is further

**RESOLVED** that the Town of Marcellus Town Board hereby adopts the proposed Joint Consolidation Agreement between the Town of Marcellus Town Board and those certain sewer districts of the Town of Marcellus as more particularly set forth on Schedule “A” for purposes of public consideration pursuant to Article 17-A of the General Municipal Law; and it is further

**RESOLVED**, the Town of Marcellus Town Board hereby determines that a public hearing shall be held at the Town of Marcellus Town Hall located at 22 East Main Street in the Town of Marcellus on \_\_\_\_\_, 2026, at \_\_\_\_ p.m., or as soon thereafter as the matter can be heard, at which time all persons interested will be heard for consideration of the adoption of a final Joint Consolidation Agreement and that a Notice of Public Hearing (containing a descriptive summary of the proposed Joint Consolidation Agreement) shall be published in the Town’s official newspaper and shall be further placed upon the Town of Marcellus’s official signboard and website. Public comments in the form of correspondence will also be accepted until noon (12:00 p.m.) on \_\_\_\_\_, 2026 and can be mailed to the Town Hall at 22 East Main Street, Marcellus, New York 13108 or e-mailed to [clerk@townofmarcellusny.gov](mailto:clerk@townofmarcellusny.gov).

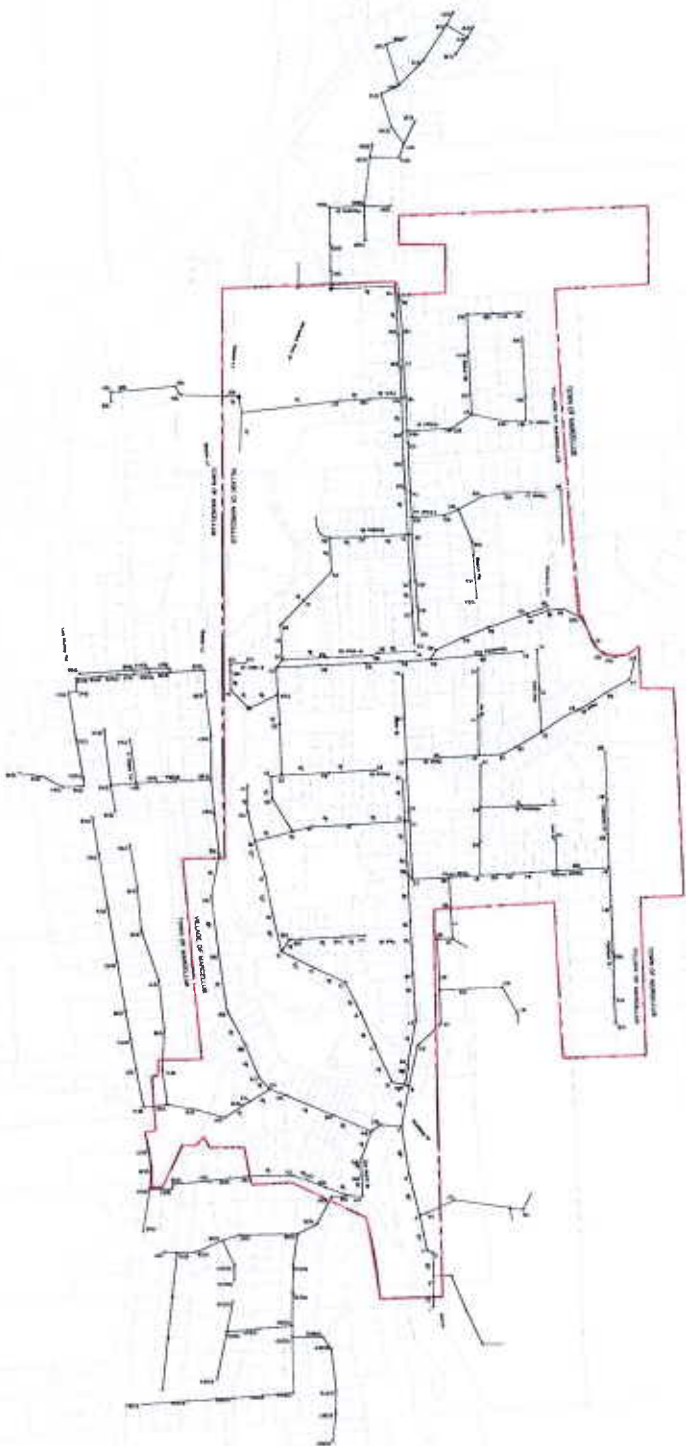
The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

<b>Terry Hoey</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes/No</b>
<b>Karen Pollard</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes/No</b>
<b>Percy Clarke</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes/No</b>
<b>Jeff Berwald</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes/No</b>
<b>Jane Attley</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes/No</b>

The foregoing resolution was thereupon declared duly adopted.

**DATED:** \_\_\_\_\_, 2026

# Schedule A (excluding Marcellus Park lines and pumping station)



## OVERALL PLAN

SCALE: AS SHOWN  
 DATE: 11/15/2010  
 PROJECT NO: 115-100100



OP-1

PROJECT NO.	2010000
DATE	11/15/2010
SCALE	AS SHOWN
PROJECT NAME	...
PROJECT LOCATION	...
PROJECT OWNER	...
PROJECT ENGINEER	...
PROJECT SURVEYOR	...
PROJECT CHECKER	...
PROJECT APPROVER	...

**I & I INVESTIGATION**  
 TOWN OF MARCELLUS  
 SCHEDULE A

NO.	DATE	DESCRIPTION

DATE: 11/15/2010  
 TIME: 10:00 AM  
 PROJECT: ...

**TDK ENGINEERS ASSOCIATED, P.C.**  
 1000 ...  
 ...

## Hazard Mitigation



The Onondaga County Department of Planning has completed the 2025 five year update of the Onondaga County Multi-Jurisdictional Hazard Mitigation Plan for the County and its municipalities.



[\(https://onondaga.gov/planning/haz-2/2025-onondaga-county-multi-jurisdictional-hazard-mitigation-plan/\)](https://onondaga.gov/planning/haz-2/2025-onondaga-county-multi-jurisdictional-hazard-mitigation-plan/)

### What is Hazard Mitigation?

Hazard mitigation describes any action taken to help reduce or eliminate long-term risks caused by natural hazards or disasters, such as storms, flooding, earthquakes, wildfires, landslides, or dam failure. The purpose of hazard mitigation is to protect people and structures, and minimize the costs of disaster response and recovery.

Hazard mitigation can take many forms, including capital projects, policies, and education. Proactive mitigation leads to more cost-effective projects. By contrast, reactive mitigation tends to lead to severe damage repair and often more costly fixes; it simply costs too much to address the effects of disasters only after they happen. A surprising amount of damage can be prevented if we can anticipate where and how disasters occur, and take steps to prevent those damages.

## What is a Hazard Mitigation Plan?

A HMP is “the representation of the jurisdiction’s commitment to reduce risks from natural hazards, serving as a guide for decision makers as they commit resources to reducing the effects of natural hazards.” (44 CFR 201.6) HMPs establish and maintain eligibility for grant funds. The planning process is as important as the plan itself because it creates a framework for governments to reduce the negative impacts from future disasters on lives, property, and the economy. Hazard mitigation planning can significantly reduce the physical, financial, and emotional losses caused by disasters.

Onondaga County established a comprehensive, multi-jurisdictional Hazard Mitigation Plan for the County and its participating municipalities in 2013 through a grant from the Federal Emergency Management Agency (FEMA), with required five-year updates.

## Why Have a Hazard Mitigation Plan?

The Disaster Mitigation Act of 2000 (DMA 2000) requires state and local governments to prepare local plans that will evaluate natural hazards and the strategies to mitigate such hazards. A Hazard Mitigation Plan can assist communities with the following:

- An increased understanding of the natural hazards the community faces.
- Development of more sustainable and disaster-resistant communities.
- Eligibility for federal funds for pre-disaster mitigation planning before disaster strikes.
- Potential financial savings to residents, including flood insurance premium reductions.
- Reduced long-term impacts and damages to human health and structures.
- Reduced repair costs.

## What Does the Plan Do?

The Onondaga County Multi-Jurisdictional Hazard Mitigation Plan identifies natural hazards of concern in our region, assesses our specific vulnerabilities to those hazards, and seeks to identify projects and measures that may reduce damages from future hazards.

The plan includes a hazard risk and vulnerability assessment, mitigation strategies, jurisdictional annexes for participating jurisdictions in the County (e.g. city, towns, and villages), NYS Department of Homeland Security and Emergency Services (DHSES) requirements (e.g. assessing critical facilities, plan for climate change, and plan for displaced residents and evacuation/sheltering) and a plan maintenance strategy.

## Climate Risk and Resilience Portal

To better assist local communities to mitigate these natural hazards, the Onondaga County Department of Planning, through the assistance of the Center of Excellence for Risk-Based Community Resilience Planning at Colorado State University, AT&T, and Integrated Solutions Consulting, leveraged insights from the Climate Risk and Resilience Portal (ClimRR, <https://climrr.anl.gov/> (<https://climrr.anl.gov/>)). ClimRR enables the community to look at simulated future climate conditions at mid- and end-of-century for a range of climate perils, and provides future climate data projections to help communities plan for and adapt to our changing weather. ClimRR can help local leaders address future conditions that impact identified hazards of concern, such as flooding and extreme heat

By combining the ClimRR climate data with other data layers, analysts evaluated the number of buildings in Onondaga County projected to experience pluvial flooding within the next 25-50 years. They also examined changes in trends in harmful algal blooms (HABs) due to changes in

stormwater runoff and increased temperatures. Finally, utilizing inputs from Resilience Analysis and Planning Tool (RAPT), analysts pinpointed vulnerable populations that are susceptible to extreme heat. These analyses have been summarized in an ArcGIS StoryMap available here: <https://arcg.is/1vHn541> (<https://arcg.is/1vHn541>).

## How Can I Participate?

The Hazard Mitigation Plan will be reviewed and updated regularly, and we welcome your continued input into this living document.

During plan development and update processes, a series of formal public meetings are held to solicit public comment and to present the draft plan to residents and local officials. We also conduct a web-based survey for residents and stakeholders to inform the planning process.

Have a concern about a local hazard, a project idea for the next Plan update, or want to know more about the process? Please feel free to contact your local municipality or [the Onondaga County Department of Planning \(mailto:countyplanning@ongov.net\)](mailto:countyplanning@ongov.net) for more information.

More information on hazard mitigation is available through the [Resources \(https://onondaga.gov/planning/haz-2/hazresources/\)](https://onondaga.gov/planning/haz-2/hazresources/) page.

[Departments Directory \(https://onondaga.gov/departments/\)](https://onondaga.gov/departments/)

[Directions \(https://onondaga.gov/directions/\)](https://onondaga.gov/directions/)



J. Ryan McMahan, II  
COUNTY EXECUTIVE



[\(https://www.facebook.com/OnondagaCounty/\)](https://www.facebook.com/OnondagaCounty/)



[\(https://twitter.com/OnondagaCounty/\)](https://twitter.com/OnondagaCounty/)



[\(https://www.youtube.com/channel/UCzYjCdBCKjulv56AdYh1f\)](https://www.youtube.com/channel/UCzYjCdBCKjulv56AdYh1f)

---

[Non-Discrimination Policy \(https://onondaga.gov/wp-content/uploads/2023/02/TitleVI.ADA\\_LEP\\_Plan\\_.pdf\)](https://onondaga.gov/wp-content/uploads/2023/02/TitleVI.ADA_LEP_Plan_.pdf)

[Privacy Policy \(https://onondaga.gov/privacy/\)](https://onondaga.gov/privacy/)

[Complaint Process \(https://onondaga.gov/humanrights/titlevi/\)](https://onondaga.gov/humanrights/titlevi/)

[Language or Disability Assistance \(https://onondaga.gov/humanrights/langaccessadatitlevhowto/\)](https://onondaga.gov/humanrights/langaccessadatitlevhowto/)

© 2001-2026 ONONDAGA COUNTY, NEW YORK ALL RIGHTS RESERVED.

V2.0K

AUTHORIZING THE ADOPTION OF THE 2025 ONONDAGA COUNTY MULTI-JURISDICTIONAL HAZARD  
MITIGATION PLAN UPDATE

TOWN OF MARCELLUS

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE TOWN OF MARCELLUS ADOPTING THE ONONDAGA COUNTY MULTI-JURISDICTIONAL 2025 HAZARD MITIGATION PLAN.

WHEREAS the TOWN OF MARCELLUS recognizes the threat that natural hazards pose to people and property within the TOWN OF MARCELLUS; and

WHEREAS the TOWN OF MARCELLUS has prepared a multi-hazard mitigation plan, hereby known as THE 2025 HAZARD MITIGATION PLAN in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS THE 2025 HAZARD MITIGATION PLAN identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the town from the impacts of future hazards and disasters; and

WHEREAS adoption by the TOWN OF MARCELLUS demonstrates their commitment to hazard mitigation and achieving the goals outlined in the 2025 HAZARD MITIGATION PLAN.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN OF MARCELLUS, NY, THAT:

In accordance with NYS MUNICIPAL HOME RULE LAW, the TOWN OF MARCELLUS adopts the ONONDAGA COUNTY MULTI-JURISDICTIONAL 2025 HAZARD MITIGATION PLAN. This plan, approved by the community, may be edited or amended after submission for review, but will not require the community to re-adopt any further iterations. This only applies to this specific plan and does not absolve the community from updating the plan in 5 years.

ADOPTED, on this \_\_\_\_\_ day of \_\_\_\_\_, 2026 by the following vote.

Ayes \_

\_\_\_\_\_  
Supervisor – Town of Marcellus

\_\_\_\_\_  
Clerk- Town of Marcellus