

**Town of Onondaga
Town Board Meeting Minutes
May 18, 2026**

The Town Board of the Town of Onondaga met at a regular meeting at 5:00 p.m. on Monday, May 18, 2026 , at the Town of Onondaga Town Hall, 5020 Ball Road, Syracuse, New York.

Present:	Supervisor	John P. Mahar
	Councilor	Kathy Fedrizzi
	Councilor	Lisa Goodwin
	Councilor	Ellen Magnarelli Terrien
	Councilor	John Wheatley
	Town Attorney	Nadine Bell
	Town Engineer	Bill Perrine
	Town Clerk	Janet Hillery

1. Pledge of Allegiance

2. Public Comments

Town Resident Rick Steul of E. Conklin Ave. was present and brought before the Town Board an issue he has been having with drainage on his property at the corner of E. Conklin and Smtih Ave. He said he has asked the Town to address this in the past. Mr. Steul provided photos of the area for the Town Board to review. He said he has tried to fix this himself, however it is in a Town *right-of-way*, and there is a gas line to consider. Highway Superintendent Smith said that he has looked at it and said that the catch basin *out-pipe* could be clogged, and there is no place for the water to go. They both agreed that it was put in incorrectly to begin with. Highway Superintendent Smith said he can't really run a pipe through someone else's property. Discussion took place about where the water ended up, as it is unclear. Superintendent Smith said the pipe must be full and solidified and will need to be dug up and replaced. He said he's had his trucks there trying to find the location and has been unsuccessful. Mr. Steul said he knows the location and will put markers there for the Highway Dept. to use to locate. Mr. Smith said it will take a great amount of time and staff to get this rectified, which has been a factor, but will revisit the problem.

3. Highway Superintendent's Report

Highway Superintendent John Smith reported that they are continuing with brush pick up and began mowing roadsides today. Chip sealing will begin soon, weather permitting.

The Superintendent also requested the following resolution:

TOWN BOARD RESOLUTION

The following resolution was offered by Supervisor Mahar who moved its adoption, seconded by Councilor Goodwin to wit:

BE IT RESOLVED, that the Town of Onondaga Town Board approve the road closure of South Onondaga Road (Route 80) for the area between the Makyes Road intersection and the Tanner Road intersection, for the Onondaga Central High School graduation on Friday, June 26, 2026, between the hours of 5:45 p.m. – 7:30 p.m.

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

Councilor	Kathy Fedrizzi	Voted	Yes
Councilor	Lisa M. Goodwin	Voted	Yes
Councilor	Ellen Magnarelli Terrien	Voted	Yes
Councilor	John Wheatley	Voted	Yes
Supervisor	John P. Mahar	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

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Superintendent Smith also reported that he will be at Highway School in Ithaca on 6/1 & 6/2. Mr. Smith also said that he was nominated for the NYS Highway Association Board. He said this would require him to be out of town once a month for seven or eight months per year. This role would mean he represents Cortland, Oswego and Onondaga County. He is asking for Town Board support and approval to accept this position, resulting in the following resolution:

TOWN BOARD RESOLUTION

The following resolution was offered by Supervisor Mahar who moved its adoption, seconded by Councilor Wheatley to wit:

BE IT RESOLVED, that the Town of Onondaga Town Board offer their support and approval for Highway Superintendent John Smith to accept the role of NY State Highway Association board member.

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

Councilor	Kathy Fedrizzi	Voted	Yes
Councilor	Lisa M. Goodwin	Voted	Yes
Councilor	Ellen Magnarelli Terrien	Voted	Yes
Councilor	John Wheatley	Voted	Yes
Supervisor	John P. Mahar	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

4. Town E-mail Requirement

Town Supervisor John Mahar reported that there have been numerous cyber-attacks and phishing attempts on many of the Town employees’ e-mails. Our IT company advised that because the Town’s e-mail is equipped to handle this better than personal ones, it should be required that all e-mail exchanges pertaining to Town business be conducted on Town e-mails only, resulting in the following resolution:

**TOWN OF ONONDAGA
TOWN BOARD RESOLUTION
May 18, 2026
ADOPTION OF THE TOWN OF ONONDAGA POLICY
MANDATING USE OF TOWN EMAIL ADDRESSES FOR
TOWN EMPLOYEES AND OFFICERS**

Councilor Fedrizzi moved and Councilor Magnarelli Terrien seconded that:

WHEREAS, the Town Board of the Town of Onondaga wishes to establish a policy whereby the use of a Town of Onondaga “.gov” email address by Town employees, officers, and members of the Town of Onondaga Zoning Board of Appeals and Planning Board, for all Town-related communication is mandatory; and

WHEREAS, the Town Board finds that use of a Town “.gov” email address by Town employees, officers, and members of the Town of Onondaga Zoning Board of Appeals and Planning Board, will enhance trust and accountability among Town constituents, as well as ensure compliance with Article 6 of the Public Officers’ Law, generally known as the “Freedom of Information Law;” and

WHEREAS, the Town Board does further acknowledge that use of a “.gov” email address is critical for security purposes, by requiring multi-factor authentication and encryption, will provide identity verification, and implement anti-impersonation measures; and

WHEREAS, cybersecurity insurance compliance expects all employees, whether full-time or part-time, officers, and members of the Town of Onondaga Zoning Board of Appeals and Planning Board, to conduct Town business using an official Town of Onondaga “.gov” email address; and

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Onondaga hereby authorizes the Town Supervisor to undertake such measures as are necessary to amend the Town’s Employee Handbook to add a policy mandating use of the Town of Onondaga’s “.gov” email address by

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Town employees, officers, and members of the Town of Onondaga Zoning Board of Appeals and Planning Board, and to further oversee the administration and enforcement of same.

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

Councilor	Kathy Fedrizzi	Voted	Yes
Councilor	Lisa M. Goodwin	Voted	Yes
Councilor	Ellen Magnarelli Terrien	Voted	Yes
Councilor	John Wheatley	Voted	Yes
Supervisor	John P. Mahar	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

Supervisor Mahar pointed out that BAR members are exempt due to their infrequent meeting, and no information is shared via e-mails.

5. Dog Control Shared Services Agreement

Town Councilor Kathy Fedrizzi is asking for Town Board approval to enter into an intermunicipal agreement with the Town of Geddes for dog control services. She said that she and Codes Director Jeff Herrick have worked hard on getting this agreement and feel this is a “win-win” for both towns. Town Attorney Nadine Bell said that this agreement will begin June 1, 2026 and will end 12/31/26. Going forward after year end, it will be on a yearly basis. The resolution is as follows:

TOWN BOARD RESOLUTION

The following resolution was offered by Councilor Fedrizzi who moved its adoption, seconded by Councilor Wheatley to wit:

BE IT RESOLVED, that the Town of Onondaga Town Board approve the Intermunicipal Agreement with the Town of Geddes for dog control services beginning 6/1/2026 for the remainder of the year, and on a yearly basis beginning 1/1/2027.

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

Councilor	Kathy Fedrizzi	Voted	Yes
Councilor	Lisa M. Goodwin	Voted	Yes
Councilor	Ellen Magnarelli Terrien	Voted	Yes
Councilor	John Wheatley	Voted	Yes
Supervisor	John P. Mahar	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

**INTERMUNICIPAL AGREEMENT FOR THE PROVISION OF
DOG CONTROL SERVICES**

THIS AGREEMENT, made and entered into this ____ day of _____, 2026 by and between the TOWN OF GEDDES, a municipal subdivision of the State of New York situate in Onondaga County, New York (Mailing Address: 1000 Woods Road, Solvay, New York 13209); and the TOWN OF ONONDAGA, a municipal subdivision of the State of New York situate in Onondaga County, New York (Mailing Address: 5020 Ball Road, Syracuse, New York 13215) (collectively “the Parties”).

WITNESSETH:

WHEREAS, the Town of Geddes currently provides dog control services within its municipality, and

WHEREAS, the Town of Onondaga provides dog control services within its municipality, and

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WHEREAS, the Town of Onondaga desires to provide dog control services within its municipality by, in part, using certain dog control personnel and equipment of the Town of Geddes (including Town of Geddes Dog Control Officer (“DCO”)) on an “on-call” basis, and

WHEREAS, the Town of Onondaga is desirous of contracting with the Town of Geddes for the purpose of providing Geddes’ dog control personnel and equipment to the Town of Onondaga on an “on-call” basis, and as more particularly set forth herein,

NOW, THEREFORE, IT IS HEREBY AGREED, by the parties hereto as follows:

1. The Town of Geddes authorizes the use of its dog control personnel, vehicle and equipment by the Town of Onondaga to facilitate its fulfillment of its dog control duties, upon the terms as set forth herein.

2. The use of Town of Geddes personnel and equipment to perform dog control services for the Town of Onondaga shall not in any way hamper or delay the performance of dog control services by the Geddes DCO within the Town of Geddes. The Dog Control Officer shall respond with such personnel and equipment first to calls made by the residents of the Town of Geddes and secondarily such personnel and equipment may be used in the Town of Onondaga without unnecessary delay. Should the Town of Geddes dog control personnel and equipment be engaged in a call in the Town of Onondaga when called to service in the Town of Geddes, such call in the Town of Onondaga shall be completed but with haste and without delay. When performing dog control services for either Town, the Dog Control Officer may, at his or her discretion, engage the services of the appropriate law enforcement agency to assist with such services.

3. The Town of Geddes shall:

- a. Make available on an on-call basis the personnel, vehicle and equipment for dog control services for the Town of Onondaga pursuant to the New York State Agriculture and Markets Law and any local law adopted by the Town of Onondaga.
- b. Submit to the Town of Onondaga a monthly report, to be completed by the DCO, documenting the complaints received, action taken by the DCO, and the results realized and shall provide supporting documentation for verification upon request.
- c. Invoice the Town of Onondaga on a monthly basis for services rendered under this Agreement in the preceding month.

4. The Town of Onondaga shall:

- a. The Town of Onondaga shall compensate the Town of Geddes for such dog control services for the initial term of this Agreement and shall remit payment to the Town of Geddes on a monthly basis in the amount of \$1,200.00, which shall be paid no later than the 30th of each month.

5. The initial term of this Agreement shall commence upon full execution of this Agreement and continue until December 31, 2026. No later than 60 days of the expiration of the initial term, the Parties shall confer to discuss possible modification and/or extension of the term of this Agreement. Either party may terminate this agreement upon 30 days’ written notice to the other party. Such notice of termination shall not relieve the parties from fulfilling the obligations of this Agreement during the notice period.

6. **Arbitration** - Should any dispute arise between the Town of Geddes and the Town of Onondaga regarding the manner or sufficiency of the performance of this Agreement, the disputed matter shall be settled by arbitration in accordance with the laws of the State of New York. There shall be three (3) arbitrators, one of whom shall be selected by each of the parties hereto, and the third by the two arbitrators so selected. If the selection of any arbitrator is not made within fifteen (15) days of the time that either party has notified the other of the name of the arbitrator it has selected, then the arbitrator or arbitrators not selected shall be appointed in the manner provided by the laws of the State of New York. The parties’ obligations under this Agreement shall not be interrupted or delayed pending such determination. Members of the Town Boards of the Town of Onondaga and the Town of Geddes may serve as arbitrators.

7. **Indemnity and Save Harmless Agreement** - The Town of Onondaga agrees to defend, indemnify and save the Town of Geddes, its officers, agents, and employees harmless from any liability

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imposed upon the Town of Geddes, its officers, agents and/or employees arising from the negligence of the Town of Onondaga pursuant to this Agreement to the fullest extent of the law.

8. **No Assignment** - In accordance with the provision of section 109 of the General Municipal Law, the Town of Onondaga is hereby prohibited from assigning, transferring, conveying, subletting or otherwise disposing of this Agreement, or of its right, title or interest in this Agreement, or its power to execute this Agreement, to any other person or corporation without the previous consent in writing of the Town of Geddes.

9. The Town of Geddes shall be solely responsible for all insurance coverage to be in place for its own injury and compensation for the DCO and this Agreement shall not be evidence of an employment agreement as it pertains solely to the shared use of the DCO, vehicle and equipment

10. The Supervisors of each municipality have executed this Agreement pursuant to a resolution adopted by the Town Board of said municipality at a meeting thereof duly held.

11. **Counterparts** - This Agreement may be executed in two (2) or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

12. **Notices** - Any and all notices and payments required hereunder shall be addressed as set forth above, or to such other address as may hereafter be designated in writing by any party hereto.

13. **Waiver** - No waiver of any breach of any condition of the Agreement shall be binding unless in writing and signed by the party waiving said breach. No such waiver shall in any way affect any other term or condition of the Agreement or constitute a cause or excuse for a repetition of such or any other breach unless the waiver shall include the same.

14. **Modification** - This Agreement constitutes the complete understanding of the parties. No modification of any provisions thereof shall be valid unless in writing and signed by both parties.

15. This Agreement is governed by the laws of the State of New York.

IN WITNESS HEREOF, the Town of Geddes has caused its corporate seal to be affixed hereto and these presents to be signed by Susan LaFex, Town of Geddes Supervisor, duly authorized to do so, and to be attested to by Alison Dorchester, Town of Geddes Clerk, and the Town of Onondaga has caused its corporate seal to be affixed hereto and these presents to be signed by John P. Mahar, Town of Onondaga Supervisor, and to be attested to by Janet Hillery, Town of Onondaga Clerk the day and the year first written above.

(Signature page)

Councilor Kathy Fedrizzi pointed out that we will still be contracting with the SPCA for the **animal cruelty** portion.

Codes Director Jeff Herrick stated that in 2025 the SPCA picked up 69 dogs in the Town of Onondaga and had to euthanize 27 because they could not find their owners. In the Town of Geddes, they picked up 25 and had to euthanize 14.

6. Codes Director's Report

Codes Director Jeffrey Herrick reported that his department has issued 14 new permits, mostly pools and decks. They have also completed 6 inspections. He also said that he circulated the unsafe structure list to the Town Board, in which court actions are happening either now or at the end of the month. He plans to update the Town Board bi-weekly on the status/progress. He reported that six properties have been identified as unsafe structures, and will begin the process of addressing those, which will entail holding a public hearing and decision. He said some of the properties they have identified are very serious and hazardous.

Mr. Herrick also reported that Hourigan Farms in Navarino are adding additions to their barns, and he is reviewing with them what they need to submit to the Town to obtain a permit. He said this is the first time he has had to deal with a permit for an addition that houses livestock. He said they have always complied with us in the past. We are trying to arrive at the correct permit fee for a barn that is already ¾ complete. He said that in 2025, a previous code officer took away the recommended changes

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that the fee be based on the percentage of the total project. If using the commercial building permit fee, it would have been \$26,000, but the Town has it capped at \$25,000. He then received a call from NY State Agriculture and Markets, asking what is going on, resulting in getting Town Attorney Bell involved. Mr. Herrick said he will be approaching the board to set these fees. Supervisor Mahar asked if we should examine the possibility of a dedicated fee schedule for accessory structures over 2,000 square feet, and Mr. Herrick agreed that we should. Councilor Wheatley asked if the NYS Agriculture and Markets had rules about this, but Attorney Bell cautioned against using that as they are so minimal it is taken to an extreme. Mr. Herrick said that the NYS Building and Codes sent out "guidance" and basically utilize what is known as an "exempted agricultural building" designation. He used the example of this distinction as follows: If you have a cow barn, it is an exempted agricultural building, but if you have a shop in the middle of the barn where you fix tractors, etc., it is not an exempted agricultural building and doesn't apply to the building code. Mr. Herrick pointed out that due to the massive size of these structures, it is important to stay in compliance. Mr. Herrick said that the Hourigans plan on building another structure and he plans on following up with them regarding the required paperwork to be submitted to the Codes office prior to their next addition.

Codes Director Herrick also reported that the Navarino Fire Department is in the process of building an accessory structure over their barbeque grilling area. There is no record of any building permits issued to them for this, and he confirmed with the Town Attorney that fire departments are not exempt from the usual requirements. Mr. Herrick issued a stop work order for the 14' x 60+' structure. It is not only a violation of the NY State Fire Code, but in addition, it is also halfway onto the Volles property, the property line being in the center of the building. He spoke with Mark Francis and Mike Lanning, about this and they plan on coming in to meet with him tomorrow. Mr. Herrick said he is going to allow them 30 days to come up with a plan to move it, if possible.

7. Committee Reports

Fire and Safety Committee member, Town Councilor John Wheatley, requested the following resolution:

TOWN BOARD RESOLUTION

The following resolution was offered by **Councilor Wheatley** and seconded by **Councilor Goodwin** to wit:

BE IT RESOLVED, that the Town of Onondaga Town Board approves new member Zachary Hall of Syracuse into membership of the **Taunton Fire Department**:

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

Councilor	Kathy Fedrizzi	Voted	Yes
Councilor	Lisa M. Goodwin	Voted	Yes
Councilor	Ellen Magnarelli Terrien	Voted	Yes
Councilor	John Wheatley	Voted	Yes
Supervisor	John P. Mahar	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

8. Engineer's Report

Town Engineer Bill Perrine reported that there was a sewer backup at 4390 Outlook Drive, and is coordinating with WEP about the next steps. The homeowner discovered that they did not have a functional vent and cleanout in their front yard. Town Engineer Perrine advised that they seek out a plumber. He said they had Roto-Rooter there today to excavate, locate and replace the vent and cleanout. Roto-Rooter said it is fixed, but Mr. Perrine is working with the County WEP to verify. He said the Town lateral is still acceptable and will provide an update in the future.

Town Engineer Bill Perrine also provided an update on the **Norton/Bussey Water District**. He said the Town received a NY State Environmental Facilities Corp. (EFC) grant on 12/19/2025 for \$1,720,274. The EFC has a meeting on May 21st to approve the grant, and he expects the grant agreement to be executed in June. A bid opening was held on May 8th, and the low bidder was

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Highlander Construction with a bid of \$2,269,000. Mr. Perrine said that early conversations indicate that they will hold that price until this fall, but he is requesting something in writing with a formal date. He also reported that C&S is compiling updated "soft costs", and early indications lead them to believe they will exceed the NYS Comptrollers approved amount of \$2,457,535. If this is the case, it will require a new petition to be circulated by the residents of the district to approve the increased amount. If and when that happens, the Town will work with the attorneys to submit an amended NYS Comptroller application. Town Attorney Nadine Bell said this will require 1) Petitions, 2) Public Hearing 3) Local and State Comptroller approval. Town Councilor John Wheatly asked if we would have costs for the residents by then, and the Town Engineer Bill Perrine said that is what we are working to establish. Supervisor Mahar stressed that these would still be estimates. Councilor Magnarelli Terrien asked if there was any way this process could be completed before the fall deadline of cost guarantee. Town Engineer Bill Perrine said it depends on how quickly we can turn around the petition process, hold the public hearing, have the Town Board approve the increase in the amount to be expended, and then submit to the NYS Comptroller's office. Attorney Bell suggested that the legal counsel for the comptroller's office be contacted frequently about the status, stressing the need for a timely decision. Attorney Bell reiterated the fact that you need 51% of residents in favor. Councilor Goodwin asked if the grant amount could be disclosed on the petitions to give residents a better idea of what the costs will be. Mr. Perrine said there is a two-year window on the grant monies, and as long as there is action on the project, it is still valid.

9. Minutes Approval – 5/4/26

TOWN BOARD RESOLUTION

The following resolution was offered by Councilor Goodwin and seconded by Councilor Fedrizzi to wit:

BE IT RESOLVED, that the Town of Onondaga Town Board approve the 5/4/26 Town Board meeting minutes as prepared by the Town Clerk.

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

Councilor	Kathy Fedrizzi	Voted	Yes
Councilor	Lisa M. Goodwin	Voted	Yes
Councilor	Ellen Magnarelli Terrien	Voted	Yes
Councilor	John Wheatley	Abstained	----
Supervisor	John P. Mahar	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

10. Abstract Approval - 5/18/26

The following Abstracts were audited and approved for payment on 5/18/26:

- All General Fund Account on Abstract No 9, numbers 390 through 436 inclusive, totaling \$64,742.15.
- All Highway Fund Accounts on Abstract No. 9, numbers 184 through 208 inclusive, totaling \$36,680.82.
- All Parks Fund Accounts on Abstract No. 9 numbers 42 through 51 inclusive, totaling \$9,894.31.
- All Sewer Accounts on Abstract No. 7, number 16, totaling \$1,551.00.
- Consolidated Drainage Accounts on Abstract No. 6, numbers 8 through 9 inclusive, totaling \$2,519.80.
- Consolidated Lighting Accounts on Abstract No. 3, number 3, totaling \$61,466.50.
- Trust & Agency Accounts on Abstract No. 7, number 15, totaling \$1,074.60.

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TOWN BOARD RESOLUTION

The following resolution was offered by Supervisor Mahar and seconded by Councilor Goodwin to wit:

BE IT RESOLVED, that there being no further business to come before the regular meeting of the Town Board, the Town Board move to Executive Session for a personnel matter, with no action expected.

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

Councilor	Kathy Fedrizzi	Voted	Yes
Councilor	Lisa M. Goodwin	Voted	Yes
Councilor	Ellen Magnarelli Terrien	Voted	Yes
Councilor	John Wheatley	Voted	Yes
Supervisor	John P. Mahar	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

The Town Board moved to Executive Session at 5:42 p.m. The Town Board returned from Executive Session at 6:35 p.m. with no action taken. The regular meeting and Executive Session adjourned at 6:35 p.m.

Janet J. Hillery
Town Clerk