

Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Monday, March 5, 2012, in the Village Office.

PRESENT: Trustees Patricia O'Rourke, Julie Baker, and John O'Neill; Clerk/Treasurer Jodi Dake; Attorney David Dubow; Planning Board member Lisa Schleelein.

Since Mayor Hartill and Deputy Mayor Lynn Leopold were not present, the Board had to first appoint a chair for the meeting.

Motion-To Appoint Julie Baker to Chair Meeting

Trustee O'Rourke moved to appoint Julie as Chair. Trustee O'Neill seconded the motion. A vote was taken:

Trustee John O'Neill-Aye Trustee Julie Baker-Aye
Trustee Patricia O'Rourke-Aye

Trustee Julie Baker called the meeting to order at 7:31 pm. and opened the public comment period. Robert Schleelein stated that he was the citizen observer for the Community Party.

Motion-To Close the Public Comment Period

Trustee O'Neill moved to close the public comment period. Trustee O'Rourke seconded the motion. A vote was taken:

Trustee John O'Neill-Aye Trustee Julie Baker-Aye
Trustee Patricia O'Rourke-Aye

Jeff Walters from the Lansing Fire District Commissioners was present to ask the Village of Lansing to waive all demo and building fees associated with the new fire station on Oakcrest Road since it is the taxpayer's money that would pay for it. He showed the Board a picture of the new four bay fire station. The 63,000 square foot station will have the same footprint as the current building. The plan is to come to the Planning Board for a special permit and then have the project go out to bid in April. Jeff stated that this project will not require bonding or any other financing because they already have the money saved to build. The Board agreed to waive all fees charged by the Village of Lansing.

Resolution #5821 -To Waive All Demo and Building Fees Associated with the New Fire Station at 119 Oakcrest Road

Trustee O'Neill moved this resolution. Trustee O'Rourke seconded the motion. A vote was taken:

Trustee John O'Neill-Aye
Trustee Patricia O'Rourke-Aye

Trustee Julie Baker-Aye

The next item on the agenda was to consider the Barton & Loguidice amendment to the Proposed Scope & Fee for Potential Development Opportunities and Area Traffic Impact Study. Julie stated that she supports the increase in fee because it adds a much needed activity of involving the subcommittee and getting their comments.

Brian Goodell of 16 Dart Drive stated that he thought the decision to hire a particular planning firm had been deferred at the last Board meeting. He thought a committee was being formed to see if this study was needed. Julie stated that they voted at the February 6th meeting to approve the B&L contract. Julie stated that the issue was tabled at the Joint Meeting of the Board of Trustees and Planning Board on January 31st to give the public time to review the proposals. It was then discussed at the February 6th meeting and the Board voted to approve B&L's proposal and agreed that a subcommittee should be formed to give input to the consultants. The Board met with Keith Ewald from B&L on February 16th and it was determined after that discussion that a revised proposal was necessary.

The increase of \$5,200 (46 hours) over their original proposal fee reflects requests by the Village for B&L to Chair the Subcommittee and to appropriately prepare and facilitate additional subcommittee meetings, which are additional efforts not included in their original proposal submission. Julie added that she called B&L today to confirm that the previously held kick off meeting was included in this price.

Resolution #5822 -To Accept Barton & Loguidice Amended Proposal for Engineering Services for Potential Development Opportunities and Area Traffic Impacts Study at a Rate Not to Exceed \$23,100, and to Authorize Execution of the Amended Agreement .

Trustee O'Neill moved this resolution. Trustee O'Rourke seconded the motion. A vote was taken:

Trustee John O'Neill-Aye
Trustee Patricia O'Rourke-Aye

Trustee Julie Baker-Aye

The Board also officially appointed a subcommittee whose members are listed below. Dubow stated that Mayor Hartill and Lynn Leopold have also seen this list and approve of the members. Julie explained that Keith Ewald will chair the subcommittee. Mark Budosh, a Transportation Engineer at B&L, will join Keith at the meetings to understand firsthand the issues and opportunities as well as any potential impacts based on scenarios discussed at the meetings. It was acknowledged that the following will serve on this subcommittee:

Barton & Loguidice	
-Keith Ewald, chair	-Mark Budosh
Village of Lansing Trustees	
-Julie Baker	-Lynn Leopold
Planning Board Members	
-Mario Tomei	-John Kanter
Coventry Walk Representative	
-William Shang	
Dart Drive Representative	
-TBD	
Lansing Trails Representative	
-John Wisor	
Western most Dart Parcel	
-Conifer Realty, LLC (designated by Nancy Ross, property owner)	
Middle Dart Property	
-John Spence (designated by Joanne Williamson, owner)	
Eastern most Dart Parcel	
- Chris Vilatie, South Point Associates representative	
Northwood Apartments	
-Andrew Rosen has appointed Liz Fresbie, Regional Manager for Solomon Group	

David Dubow presented Proposed Local Laws B & C. The Board had previously been given documents showing the highlighted changes, and those changes have now been incorporated into local law form.

Dubow explained that Proposed Local Law B is to clarify, modify and elaborate certain current provisions of the Village Sign Law, including the use of pictorial images and symbols. He indicated that the proposed changes have been recommended to the Board by the Planning Board after some lengthy evaluation and consideration. The local law provides certain additional provisions to be incorporated in the Village Sign Law relating to this and amends Chapter 115 (entitled "Signs") of the Village of Lansing Code accordingly. What precipitated the redefinition of pictorial images was when Applebee's requested to change their striped awning to include a pictorial image that was a symbol of an apple. The proposed Sign Law amendment is intended to update the current provisions in an effort to create greater flexibility given current standards and current marketing. It also affects Planned Sign Areas.

Dubow also advised the Board that there is a second item that is being discussed by the Planning Board regarding proposed short-term and long-term revisions to the existing Cayuga Mall Planned Sign Area and involving a proposed larger sign that will require an amendment to the PSA, and that a larger sign is being recommended to the Board of Trustees..

Dubow explained that Local Law C has to do with clarifying some existing confusion on when certain special permits are necessary. It also provides for additional and clear authorization for provisions enabling amendments to previously approved special

permits. It includes specific procedures for how the amendment process will be done. The purpose and intent of Proposed Local Law C is to amend Chapter 145 (entitled “Zoning”) of the Village of Lansing Code to clarify that the “Alteration to Building or Improved Site with no Change in Use and no Change in Applicable Parking Space Requirements” use within the Commercial Low Traffic District (CLT) will be a permitted use that is not subject to special permit review and approval. It also clarifies that the “Alteration to Building or Improved Site that Results in a Change in Use or a Change in Applicable Parking Space Requirements” use within the Commercial Low Traffic District (CLT) will be a permitted use that is subject to special permit review and approval. It also adds new and specific provisions regarding amendments to previously approved special permits and the procedures related to this. Lastly, it amends accordingly the provisions in Sections 145-42 [entitled “Commercial Low Traffic District (CLT)”] and 145-59 [entitled “Special Permits”] of said Chapter 145 of the Village of Lansing Code.

Dubow explained that special permit amendments are divided into major and minor categories with different review procedures. A major amendment would require a more comprehensive process which would include a General Municipal Law 239 review by the Tompkins County Planning Department. If it is determined that it is a minor amendment to a previously approved special permit, then a 239 review would not be required. We are trying to simplify the process for minor amendments similar to how minor and major amendments of subdivisions are handled. We currently have an agreement with the County that has certain actions that are exempt from the County 239 review requirements, and we are asking to have minor amendments added to this list of exempt actions.

Dubow added that the Planning Board has worked long and hard on these local law matters and has recommended them to the Trustees. Both of these laws will be sent to Tompkins County for 239 review. There is no immediate urgency for these two proposed laws so it was suggested that if public hearings are to be set that they be in April so the County has time to respond.

Resolution #5823 -To Set a Public Hearing for Proposed Local Law B Amendment to Village of Lansing Code-Sign Law for April 2, 2012 at 7:35pm.

Trustee O’Neill moved this resolution. Trustee O’Rourke seconded the motion. A vote was taken:

Trustee John O’Neill-Aye

Trustee Julie Baker-Aye

Trustee Patricia O’Rourke-Aye

Resolution #5824 -To Set a Public Hearing for Proposed Local Law C Amendment to Village of Lansing Code-Zoning Law for April 2, 2012 at 7:40pm.

A1620.44 \$1,000-Repair/Maintenance to current building (Next year add for improvements to this building to meet storage needs)

Buildings-Garage

A1640.2 \$15,500
\$600-Equip new shop ¾” impact
\$1,000- Tool Kit
\$850-20 ton air Jack & misc
\$13,000 Need new roof on salt shed (will sub this out)
A1640.4 \$3,000 misc building repair and maintenance.

Special Items

A1910.4 \$55,000-Total Unallocated Insurance
\$23,000-workers comp -State Ins. Fund
\$ 3,000-Lovell W.C.
\$24,000-Insurance- will increase with new equipment
A1920.4 \$4,600 Municipal Dues
\$2,014- NYCOM
\$ 900- IO
\$1,500- Stormwater Coalition
\$ 200-Planning Federation
A1950.4 \$500-Sewer Assessment on Village of Lansing tax bill
A1990.4 \$20,000-Contingency

Traffic control

A3310.2 \$75,000-Craft Rd. ½ of Traffic signal
John O’Neill asked if this was really necessary. The Board would like to ask the Mayor who will be paying for the other half of the traffic signal. John feels a traffic count needs to be done to justify putting in a traffic signal there. Feels that a light would promote cut through activity.
A3310.4 \$5,000- traffic signal repair and led lights. Convert all remaining incandescent bulbs to LED (light emitting diodes)

Code

A3620.11 ½ Marty Salary current year
A3620.12 Electrical Inspector-Floyd
A3620.13 Fire Inspector-Brian Quadrozzi
A3620.2 All new office equipment under Village Office
A3620.4 \$5,000 misc. contractual, training and mileage for Marty, Floyd & Brian

Street Maintenance

A5010.1 John salary
A5110.12 Adam
A5110.13 Nolan
A5110.14 Add summer laborer
A5110.2 \$84,000
\$35,000-Pickup to replace 2005 HD with 8’ box
\$45,000-wood chipper
Jodi stated that John is looking into the Town of Lansing doing our brush pick up again. Village representatives pay Town Taxes and it use to be one of the services that the Town provided to us.

(if don't get chipper than look into Track skidster)
 \$4,000- power angle broom to fit skid steer
 A5110.4 \$100,000
 \$10,000-Striping on misc. roads
 \$20,000-Crack Seal various roads
 \$6,000-Street sweeping
 \$12,000-culvert replacement at Swartout
 \$52,000- Misc. road repair & highway expenses, gas & truck/equipment maintenance

Permanent Improvements

A5112.2 \$335,000
 \$130,000-Burdick Hill Top 1,300 @ 1 1/2
 \$103,000-Highgate Circle 4013' x 28' = 1030 tons
 \$17,000-Highgate Northeast 170 tons
 \$20,000-Highgate Place 200 tons
 \$65,000-Dart Drive shoulder extension
 (widening 10' x 3500' x 3" =650 tons/\$100)
 Suit-Kote expects prices to be equal to last year and the Tompkins County bid is extended.

Snow

A5142.4 \$50,000- This was lowered from \$60,000 because we have a lot of left over salt from this year that we have to take delivery of. Julie asked if this number was all for salt. Jodi stated that it is mainly for salt but also includes anything that has to do with snow plowing. It does not include salaries.

Street lighting

A5182.4 \$45,000- average maintenance costs

Sidewalks

A5410.2 \$24,000-John Deere X749 with blower, blade, and mower with cab that is heated

John O'Neill asked what was wrong with our old tractor. He questioned whether it was a necessary purchase. Julie asked if we were going to keep the old tractor also. Jodi did not think we would be keeping the other tractor because it is listed as a revenue item under sale of equipment.

A5410.4 \$2,500-Misc. sidewalk repairs at Swartout bus when replacing culvert 30'x5' at \$16.50 per sq ft. \$2,500

A5410.41 \$7,500
 \$3,000-Install blacktop on greenway trail. 30 tons @\$100 per ton
 \$3,500 for placement of blacktop
 \$1,000-approximately 30 ton of gravel for additional \$1,000
 The Board would like to know which trail was being blacktopped.

Public Transportation

A5680.4 \$6,500-Gadabout

Playgrounds

A7140.2 \$0-No Equipment needed

A7140.4 \$2,000 Park repairs, e.g. fence, receptacles, pavilion repair

Youth Programs

A7310.4 \$28,390
\$14,034 Recreation Partnership
\$14,356 Youth Services -Joint Youth Commission paid to Town of Ithaca
The agreement is up next year and Pat O'Rourke is looking into this to see if the Village still benefits from belonging to the group.

Zoning

A8010.1 ½ of Marty's salary
A8010.12 \$1,500-BZA \$60 per meeting, max \$3,600 if met every month
A8010.41 \$ 500-Contractual
A8010.42 \$3,000-Legal fees

Planning

A8020.1 \$21,000-Planning Board Salary
A8020.41 \$40,000-Legal at current spending level
A8020.43 \$5,000-Planning Engineer-Brent Cross
A8020.44 \$4,000-Contractual,
Mario wants to send 2 Board members to training.

Storm

A8140.4 \$45,000 Purchase supplies for Dart Dr storm sewer 27 catch basins \$1,000 each and other misc. supplies needed to complete North side.

Beautification

A8510.4 \$2,000-tree program/plantings around village

Employee Benefits

A9010.8 \$62,363 Retirement -will increase w/ salary increase
A9030.8 \$21,735- last year's # will change once all salaries are finalized
Social Security .062 of Salary
A9030.81 \$5,083-last year's # will change once all salaries are finalized
Medicare .0145 of salary
A9045.8 \$500- Life Insurance
A9055.8 \$200-Zurich Disability
A9055.83 \$1,000-Long Term Disability
A9060.8 \$55,000,000 for current employees & retiree \$2,400 max
Amount has been decreased by \$3,000 because Adam is now on his wives insurance. Therefore we use our formula to pay him for the portion of their insurance that they pay out of pocket, which saves the village money. John & Adam both take advantage of this reimbursement procedure.
A9089.8 \$1,800 longevity bonus

Transfer to Capital Reserve

A9962.2 \$ 0 -General Reserve –We will be taking money out of the General Reserve to pay for the new Village office building. I believe this number is a holding number for adjustments to this budget.
Park Reserve balance at end of 2012 budget will be ~\$977,000.

Jodi stated that the final number for the Village Office Building will need to be added to the budget but it will not affect the tax rate.

General Revenue will remain at the current level except for the following changes:

A1001	\$518,410 or \$1.19/\$1,000 This is a decrease from the current rate of \$1.21/\$1,000.
A1081	\$15,000 Don lowered from \$17,500 but Jodi will figure once have a tax rate and information from Helen Beach, Tompkins County Finance Manager.
A1090	\$1,000 interest from unpaid taxes lowered slightly from \$1,200
A1120	\$600,000-Increase Sales tax from \$575K
A1560	\$10,400 -Electrical Inspections should equal Floyd's salary
A2655	\$11,000-Equipment sales \$8,000 from selling 2005 Pick up Truck \$3,000 for selling tractor
A2701	\$2,000 Refund from prior year lowered slightly from \$2,500
A2816	\$20,000 Transfer from Water Fund
A2818	\$15,000 Transfer from Sewer Fund
A3001	\$11,700 rounded this up
A3501	\$50,000 John Courtney thinks this will remain same.

The total that will be appropriated fund balance is \$566,119. This number represents receiving more revenue than expected and/or money not spent on expenditures.

Water Expenditures

F8320.44	Slightly higher because of Bolton Points increased rate
F8320.45	\$10,000 Engineering back down no major projects
F8340.2	\$0 -No major projects
F8340.4	\$10,000 in budget but \$34,000 is needed because the Village is responsible for replacing blacktop in roadway after water main improvement project is completed during the 2012 construction year. Total will include blacktop purchased from Lansing plant and contract services. This can be accomplished by using money that would be otherwise transferred to Sewer Reserve.
F9901.9	\$20,000-Transfer to General Fund for water expenses paid from General
F9962.2	\$132,303-Transfer to Reserve for new tank next year?

Water Revenue

F2140	Meter Sales rate \$3.15 plus 30% (Last 4 quarters was \$669,589 think \$800K too high so using \$750K)
F2144	\$500-Service Charges-this year only received \$ for plans for Oakcrest Tank
F2148	\$6,000-Late fee-This is probably what we'll make this year at current rate. Hotels have been paying their large bills on time.
F2401	\$800 Bank interest earnings
F5031	\$ 0-Won't need to transfer over anything from Reserve Fund

The total that will be appropriated fund balance is \$26,712.

Sewer Expenses

G1440.4	\$2,000 - Engineering minimal no major projects
G1990.4	\$10,000-Contingent Account
G8120.2	\$6,000 is planned for Village supplied storm culvert which may be spent out of 2011-12 budget if Mall Sewer Line contract is executed before the end of May.
G8120.4	\$15,000 I&I Contractual
G8120.42	\$ 6,000 Video & Flushing
G8189.4	\$450,000 Equals G2374 VCH Sewer Charge \$408,000-(last year)-VCH wants to switch to fee based on consumption
G9710.6	\$18,700-Bond Principal
G9710.7	\$ 7,220-Bond Interest
G9901.9	\$15,000 transfers to General Fund to pay expenses relating to sewer paid out of General
G9962.2	\$132,303 transfer to Sewer Reserve

Sewer Revenue

G1030	Equals bond principle & interest
G2120	30 % surcharge of base water rate-Will also have maintenance fee from Town of Lansing in the amount of \$3,089 (15% based on previous years consumption)

The total that will be appropriated fund balance is \$37,103.

Jodi stated that the Board usually does all its budget transfers at once at the end of the year but she is requesting that the Board do two transfers now since they are for such large amounts. The first would be for \$17,000 to be transferred to A8140.4, Storm Sewers to pay for 27 catch basins with grates and frames for the Dart Drive Project which John Courtney would like to start in the spring. Also, since we approved an increase to the planning consultant fee earlier in the meeting, transfer \$23,100 to A8020.45 Planning Consultant. The money for both of these items can come from A1620.2, Building Equipment.

Resolution #5825- To Approve the Following 2011-12 Budget Transfers in the General Fund

\$17,000.00	from General Government Support, Buildings, Equipment, A1620.2, to Home & Community Services, Storm Sewers, Contractual, A8140.4,
\$23,100.00	from General Government Support, Buildings, Equipment, A1620.2, to Home & Community Services, Planning, Consultants, A8020.45

Trustee O'Neill moved these transfers. Trustee O'Rourke seconded the motion. A vote was taken:

Trustee John O'Neill-Aye
Trustee Patricia O'Rourke-Aye

Trustee Julie Baker-Aye

The next item on the agenda was to approve the minutes from February 6th. John O'Neill asked if everyone was present at that meeting. Jodi stated that everyone was there and that is also the reason why this was the only set of minutes on the agenda for approval.

Motion- To Approve the Minutes for February 6, 2012

Trustee O'Rourke moved to approve the February 6th minutes. Trustee O'Neill seconded the motion. A vote was taken:

Trustee John O'Neill-Aye
Trustee Patricia O'Rourke-Aye

Trustee Julie Baker-Aye

During general discussion John O'Neill submitted a letter from the Lansing Trails Homeowners Association. It stated that Ivar Jonson has informed the Village that he will be connecting his Lansing Trails II using a previously approved connection point at the eastern end of Janivar Drive. While they don't anticipate a large increase in traffic, the Lansing Trails Homeowners Association officers are requesting traffic calming in their neighborhood. They would like the speed limit lowered from 30mph to 25mph. John stated that this is the same as Dart Dr. and Graham Rd. currently has. John has also spoken with John Courtney, Supt. DPW, and he is ok with this change. They would also like stop signs added in three places and a speed table at the three entrances for the walkways. A speed table is a traffic calming device designed as a long speed hump with a flat section in the middle. O'Neill has not spoken with Courtney yet about the speed table so he isn't sure if it would be an issue with snow plowing. They believe these steps would reduce the temptation for through traffic from Warren Road to Triphammer Road via Lansing Trails.

Dubow stated that once this road is dedicated to the Village it will eliminate the long-standing required emergency access issue. He reminded the Board that nothing can happen until the road is officially dedicated to the Village of Lansing. The Village can include conditions in it's acceptance of the road.

John Wisor stated that the final plat approved back in 2005 included traffic calming devices and was well supported by the Planning Board. If Lansing Trails I & II were considered to be one subdivision then he feels that the conditions that were included in Lansing Trails I should be the same for Lansing trails II. He doesn't like the idea of a traffic signal at the intersection of Craft & N. Triphammer Roads. He feels that by not having a traffic light it deters traffic from coming through the subdivision.

John O'Neill reported that he attended the Town of Lansing meeting where they discussed installing water lines on the westside of East Shore Drive. He will also attend their next meeting on Wednesday.

Motion- To Adjourn

Trustee O'Neill moved for adjournment. Trustee O'Rourke seconded the motion. A vote was taken:

Trustee John O'Neill-Aye

Trustee Julie Baker-Aye

Trustee Patricia O'Rourke-Aye

The meeting adjourned at 8:50 pm.

Jodi Dake
Clerk/Treasurer