

Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Thursday, April 11, 2013, in the Village Office.

PRESENT: Mayor Donald Hartill; Trustees Lynn Leopold, Julie Baker, John O'Neill and Patricia O'Rourke; Clerk/Treasurer, Jodi Dake; Code & Zoning Officer, Marty Moseley; Supt. of Public Works, John Courtney; Asst. Supt. of Public Works Adam LaLonde; MEO, Nolan Hatfield, Planning Board Chair Mario Tomei; Debra Dawson.

Mayor Hartill called the meeting to order at 12:07pm. The Mayor stated that Mario Tomei and the Planning Board are recommending Debra Dawson as the alternate to the Planning Board.

John Courtney stated that things are going good. They plan to start the Dart Drive Sewer Project on April 22nd. The highway department will be going door to door with a note describing the job and a copy of an email from the post office. They have been doing touch up repairs here and there, replacing signs that were knocked down by snow, repairing areas where there previously were water breaks and tree trimming. When driving down Brook Way, they were hitting branches with the mirror of the trucks. John would also like to do some tree trimming on Cayuga Heights Road.

Mayor Hartill asked how much salt was used this winter. John stated that the Village used about 600 tons of salt this year. Today they hauled the 105 tons of salt that was being stored at the Town of Lansing and placed it in our salt shed so they don't have our stock any more. Cargill will be delivering three loads tomorrow which means we will start next winter with 350 tons of salt in our salt shed. John will place an order for 400 tons for next year and will have to take at least 280 tons of salt.

John stated that in June the highway guys will be taking their vacations and then after that they will start on summer work. John informed the Board that the CHIPS money we receive is increasing. The Village of Lansing will be receiving \$76,000 versus the usual \$61,000 that the Village usually gets. John stated that he lowered the estimated income for Consolidated Highway Aid (A3501) this year because he didn't know what the State would do. The difference between the budget number and the actual amount we will receive is \$26,000. The Town of Lansing got \$162,000 last year and will receive \$200,000 this year.

The Board has received a copy of the HGAC Contract which will allow us to purchase a new loader. \$130,000 was budgeted but that was without forks which will cost an additional \$3,000. John stated that we can do without the forks but by getting them under this contract we are getting a huge discount.

John informed Lynn that they will try to get the flower boxes fix in the next couple of weeks. Lynn stated that she would probably not get around to planting them until mid-

May. John spoke to Phil Dankert and he will maintain the flower box on his road if Lynn plants it.

John would like to put a walking path around Dankert Park so kids can play on playground and their parents can walk. It was not included in the budget but he would like to do a blacktop path.

Lynn asked if we have orange bags to do trash pickup. John stated that there are three groups that do trash pickup as part of the Adopt-A-Highway program. John stated that Jodi had asked them to clean up our property which they hope to get to this week.

Adam stated that they are switching to summer time stuff. New soccer goals have gone up at Dankert Park. The old goals went to a youth soccer program and will be clobbered together and used.

John O'Neill stated that the Oriental Restaurant across the street is trashed. Moseley has on his to do list to get them to clean up their property. Lynn wishes the dumpster area would just be enclosed. O'Neill stated that the garage across the street is also an eye sore. It was pointed out that that is an old historical building that can't be torn down.

Julie will be attending Monday's Town of Lansing meeting to talk about the survey. Julie stated that she is very concerned about the New York Safe Act. She feels that this unfunded mandate will cost tax payers a lot of money and it will not help. Julie suggested we have the Sheriff come in and explain this to us. You have to register fire arms or it will be a felony. She is concerned that people are not going to know. The law is very confusing. Lynn suggested a public information meeting. The funds that are going to developing these systems are not sufficient and being pushed down to municipalities. O'Neill suggested writing a letter to Albany. Julie is concerned with government and taxes. As individuals you can write letters to Albany.

Lynn Leopold attended the Comprehensive Plan meeting last night at the Town of Lansing. If the Village wants to participate in this survey it has to be fast tracked. Lynn volunteered to take the lead. She stated that we have talked about it at both boards and we need to get involved now. Lynn has a copy of a survey from SRI. Lynn requested that each Board member come up with some good questions for the survey and email them to her. The Village needs to get ideas and brainstorming going. We need to formulate questions that are Specific to the Village. Lynn feels it would be crazy to miss this opportunity. The Town of Lansing has already contracted with SRI. O'Neill asked who would come up with questions for the Town. The survey will be 30-50 questions which the town work plan has been developing. SRI won't have the survey done until the end of the year. There are many steps involved. Mayor Hartill stated that Lynn can be the lead for the Village. Lynn thinks the Town is doing a good job. She is particularly interested in the greenway pathways. The Village has an old survey which she and Lisa Schleelein plan on look at. John O'Neill is concerned with who pays what. We have budgeted \$8,500 but the actual cost still needs to be worked out. Jodi suggested get the questions together to give to the Town of Lansing at our joint meeting on April 29th.

Lynn will be working on the audit for stormwater. The planning is easy. Lynn will talk to Marty & John about information to report. Lynn needs to know such things as how much spoilage was removed with street sweeping. Courtney stated that approximately 9-10 tons of spoil was removed last year. She also needs to know what training and education the code officer has had. There will be another IDDE training in the fall. Lynn stated that we need to check our outfalls. Courtney stated that this is done. Craig at Town of Ithaca can let Moseley know how to view information that he was given. She believes that ARC Viewer is needed. Courtney has an email for Craig and will send it to Marty. WQIP Grants will be used for trainings. Lynn stated that we can get IDDE training here for our staff. Courtney stated that late summer would be a good time for that training. Lynn will get ahold of Angel and have her schedule training in late summer.

Pat O'Rourke thinks that the ad looks great that Gerry Monaghan has sent for the East Shore Festival of the Arts for the Board to approve. Jodi will let Gerry know that is good to go.

Patricia stated that Amie Hendrix of Tompkins County Youth Services wants to bring a potential village representative for the Joint Youth Commission to a meeting. As a result of your posting, the Joint Youth Commission has received a potential applicant from the Village of Lansing. The JYC still has an additional seat to fill on the commission (with the departure of Gina Giambattista) but are excited by the potential addition of Henriette Bulmer. If possible Henriette, Lorraine Moran (the chair of JYC) and Amie would like 10 minutes on Monday's agenda to introduce Henriette and share what has been going on with the Commission. Jodi will email Amie to see if they can still come on Monday.

Hartill stated that we have two guests today, Mario Tomei and Debra Dawson who lives on Dart Drive. The Mayor is pleased that Debra is willing to serve as an alternate on the Planning Board. Julie Baker and Lisa Schleelein both have recommended Debra. Debra was a voice of reason on the NE Study Group. Jodi stated that Debra could be appointed May 6th at our Organizational Meeting. After that Debra will need to complete an Oath of Office and payroll paperwork. The Mayor was delighted to make this recommendation.

Mario stated that the Planning Board is working on the Commercial Low Traffic District that runs from McDonalds to Cayuga Pet Hospital and into Craft Rd. The Planning Board wants to protect residential areas and is looking at an additional transition area. A low intensity CLT area would go from Oakcrest Road to Brook Drive. The Planning Board made tremendous progress at the last Planning Board Meeting. They decided on several uses and location.

Mayor Hartill stated that yesterday was the bid opening for the new office. The same low bidder was the low bidder for the rebid. Dubow, QPK and Mayor Hartill are looking thru the document. The next lowest bidder is also unknown to us. The 3rd low bidder is known slightly. The good news is that the bids came in around \$1 million. It is well within our budget. The only real problem we may face is a contested decision with a low bidder. The Mayor hopes to move forward with construction in May. Don will not be here for

Monday's meeting but will call in if needed. If we are not ready to award the contract by Monday that we may need to schedule a special meeting or wait until May. We had nine General Contractor bids, five mechanical, six electrical and three plumbing contractors that submitted bids. We now need to check numbers.

The Mayor reported that the City of Ithaca will be building their own water plant which is unfortunate, If the City would of joined SCLIWC it would of cut our water cost in half. We now have three water systems in this area.

Jodi stated that Debra Burun of Jenscott Properties on behalf of Sevanna Park is requesting that the Board of Trustees waive their January late fees in the amount of \$1638.71. They usually pay on time but due to the fact that their Condo Board meets once a month and they did not receive that bill before the meeting, it was late.

Resolution#5943-To Waive the Late Fees of \$1,638.71 for Sevanna Park
Account M1672

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

Mayor Donald Hartill-Aye

Trustee Julie Baker-Aye

Trustee Patricia O'Rourke-Aye

Trustee Lynn Leopold-Aye

Trustee John O'Neill -Aye

Jodi Dake stated that the new WLB payroll program was implemented last week. Yesterday she attended a free training provided by Williamson Law Book at the Town of Ithaca. When setting up the payroll program it was brought to my attention that the trucks that John & Adam drive back and forth may need to be listed under fringe benefits and taxed. The Town of Ithaca is the only one in the area that currently does this because their auditors told them that it needs to be done. Jodi has also called John Mancini at NYCOM to get his opinion but he is out until tomorrow. Duane, our auditor from Ciaschi, Dietershagen, Little & Mickelson stated that for the Commuter Rule to apply we should have a written policy on the use of a Village truck that meets certain requirements to allow. The Commuter rule states that under certain conditions the vehicles can be driven to and from work and the fringe is \$3/day. This amount doesn't even cover the cost of gas each day but this is the IRS ruling and this should be considered when looking at an employees total benefit package. Duane is researching the issue some more. The Village vehicles should have Village of Lansing printed on the side and be numbered for identification purposes. I have a copy of the Town of Ithaca's policy and I can get one from NYCOM if that is the direction the board would like to go. Another option may be to consider them as on call 24 hours a day and not charge on payroll. Don suggested dealing with this at the Organizational Meeting. Jodi will email the Board the information she collects.

Other things that are different with the new payroll program is that for NYS Deferred Compensation, FICA and Medicare are taken out before the percentage is figured for how

much NYSDC is taken from each person's check. This results in less money being taken from each paycheck for NYSDC but if an employee wants to contribute more to NYSDC then they can just increase their percentage of deduction. Also, the amount that is paid to those employees that are on their spouses insurance will now be ran through payroll because it is a taxable benefit. The program will take some getting used to but in the end it will save some time.

Jodi asked the Board for any agenda items for Monday. The three items they would like on the agenda are:

1. Update Comprehensive Plan-survey
2. Progress on New Village Office Building
3. Youth meeting- Amie Hendrix

Marty reported that he checked into Triphammer Mall striping and they have it planned for this year. Marty has been meeting with Lisa Schleelein on the Lighting Code. Hope to get it finished this year. There may be a subdivision off Dart Drive on the south side small parcel which currently has a pond. WordPro is moving into the TOPS out building. Hydroponics will be moving into the Triphammer Mall this month. Colberts building at 2430 N. Triphammer Rd. is making progress. There will be a flower sale at the Shops at Ithaca Mall starting at the end of this month and running through Father's Day. It will be held in a large tent and flowers will be sold. In July Special approval was granted to Target to have storage units full of school supplies parked out back from July to September. David Dubow is working on Lansing Trails II so we can get the road adoption for Nor Way. The JoAnn Fabrics store in the Cayuga Mall will open April 12th. The Loft will be opening in the Shops at Ithaca Mall. Lynn asked if the tripods are coming down at Cayuga Mall. Courtney stated that they are. On Sun Path a single family residents is going up. Ace Hardware, which is going into the old Joann Fabrics space, was denied a larger sign at Triphammer Mall.

Nolan stated that they cleaned and painted the back hoe. Next they will paint the Sterling truck and clean it up. Don asked how it was holding up. Adam stated that it is still structurally sound despite the fact that you can poke holes in the side. Nolan stated that it runs good and he enjoys driving it.

Mayor Hartill entertained a motion to approve the vouchers.

Resolution #5944 - Abstract of Audited Vouchers

Be it RESOLVED, that Abstract of Audited Vouchers No. 11 for the General Fund, in the amount of \$25,726.49 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 11 for the Sewer Fund, in the amount of \$61.77, is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 11 for the Water Fund, in the amount of \$1,126.28, is hereby approved for payment.

Trustee Leopold moved that the foregoing Abstract of Audited Vouchers resolutions be adopted and Trustee O'Rourke seconded the motion.

Mayor Donald Hartill-Aye	Trustee Lynn Leopold-Aye
Trustee Julie Baker-Aye	Trustee John O'Neill -Aye
Trustee Patricia O'Rourke-Aye	

Resolution #5945 -To Authorize the Mayor to Sign the HGAC Buy Interlocal Contract for Cooperative Purchasing

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

Mayor Donald Hartill-Aye	Trustee Lynn Leopold-Aye
Trustee Julie Baker-Aye	Trustee John O'Neill -Aye
Trustee Patricia O'Rourke-Aye	

This approved contract will allow us to purchase a Volvo Loader with forks at a 37% discounted price.

Motion- To Adjourn

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

Mayor Donald Hartill-Aye	Trustee Lynn Leopold-Aye
Trustee Julie Baker-Aye	Trustee John O'Neill -Aye
Trustee Patricia O'Rourke-Aye	

The meeting adjourned at 1:23pm.

Jodi Dake
Clerk/Treasurer