

Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Thursday, November 16, 2017, in the Village Office.

PRESENT: Mayor Donald Hartill; Trustees John O'Neill, Ronny Hardaway, Patricia O'Rourke and Gerry Monaghan; Clerk/Treasurer, Jodi Dake; Code & Zoning Officer Adam Robbs; Working Supervisor, John Courtney; MEO Nolan Hatfield; Fire Inspector Brian Quadrozzi

Mayor Hartill called the Board of Trustees meeting to order at 12:24pm.

Courtney stated that there were no revisions to this year's Local Highway Inventory, however, now that they are using GIS to measure the roads we have 18.52 total center line miles as compared to 18.47 last year. We have 38.5 lane miles. Hartill informed Courtney that the notice of claim which the Village received from the Mall has past time for submittal. Courtney stated that the new roadside mower is in and he would like to surplus the 1984 roadside mower and the z-turn mower and list them on Roy Teitsworth's Online Auction. Hardaway asked how long the auction typically lasts. Courtney stated that it was 10 days.

Resolution #6438 - To Surplus the Roadside Mower Purchased From Tompkins County on 11/16/99 for \$9,050 and the 737 Commercial Mid-Frame Z-TRAK Mower with a 54" Deck Purchased 7/20/07 for \$7,071.28 and Send Both to Roy Teitsworth Online Auction

Trustee Monaghan moved this resolution. Trustee Hardaway seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye
Trustee John O'Neill-Aye
Trustee Gerry Monaghan-Aye

Trustee Ronny Hardaway-Aye
Trustee Patricia O'Rourke-Aye

Courtney stated that he is finally getting up to speed on the office remodel. The Architect had recommended some contractors. Courtney contacted Conway, Lovejoy and McPherson and no one was interested in bidding this job. He feels people aren't interested in bidding this small job because of the paperwork and having to pay prevailing wage. Courtney asked Adam Robbs to help because he thought he would have a better network to pull from. Robbs reached out as well. The one contractor that did respond does all the work for CFCU. Courtney asked them to give a separate quote for the painting portion of the job. We received one bid from Wayne Snyder of Willow Pond Construction for \$8,700 and \$1360 for painting. Courtney thinks this bid is high. He figures 1 week of work for 2 men would be \$5,600 in labor paying prevailing wage. Robbs knows another contractor, Taylor Builders who is currently working at CU Suites. He will try and get another bid from them. Dake asked if this was something the Town of

Lansing could help us with. They do many of their smaller construction projects in house. Robbs will call to see if they would be interested. Courtney feels his department is too busy to do this project and thinks the Town is also too busy to do something like this. It could be a filler since it is an inside project. Robbs feels it doesn't hurt to ask the town to help.

Courtney stated that they have been spending a lot of time working on the new park on Northwood Road. They have installed 1,100 feet of pipe and catch basins. They piped the ditches when they installed the parking area in order to get the water to the retention areas. They have been moving a lot of dirt. They also put in 330 feet of pipe on Highgate. Usually they can install 300 feet of pipe a day, but this took them 3 weeks because of the rock. One neighbor in that area wanted pipe which Courtney feels is because their neighbors had it. The problem that particular neighbor had with his ditch was the bank was 6 feet down to the ditch.

Streetlights on Brentwood, Arrowwood and office lights have all been switch to LED. Shisler helped install the new lights on the high poles.

Tuesday night there was a water break on Graham Road on the left side by the guard rail before the bend where it turns to Dart Drive. They worked until 11:30pm. They had to bring in a vac truck to fix it. It was an expensive break. Blacktopping was stabilized for the winter.

R.E. Woodson should be done installing the new playground equipment next Wednesday. There have been a lot of big rocks placed along the parking area and around both playgrounds. Dake asked if it was decided if we need a change order to spread the wood carpet. When the playground equipment contract was approved, Hardaway had called R.E. Woodson to see why the bid they submitted was \$1,500 higher than their original price they gave him. The reason they gave was because this new price included spreading the 300 yards of wood carpet. At that time there was a question as to whether our staff was going to do it to save \$1,500. The playground areas are larger than we normally deal with and Courtney would like to have R.E. Woodson do it, therefore, no change order is needed. Hardaway asked if they were still planning to seed the new park before winter. Courtney stated that they have already started. It is easy to grade now.

Whitmore Fence Co. repaired the fence at the Village Park on Uptown Road. The grass that the highway department planted is also coming in nicely.

Nolan stated that last Friday he did some snow removal and salting. There wasn't a lot of snow but it was slushy and slippery.

Robbs commented on the letter the Board received from Wayne Knoblauch at their last meeting which gave suggestions on how to deal with property that have many cars parked in the driveway. Some of Wayne's solutions are against the law. The idea is okay but he would like to see the Trustees tweak the law on the number of vehicles that can be parked in driveway. The Village can't do some things Wayne had suggested because of the code.

Maybe if people want more restrictions they could do it through their homeowners association. The second issue he dealt with was the Household definition. Robbs stated that this will take more time because he has information from the State regarding different case law. We can restrict occupancy based on the fire code and square footage of a building. Based on this there could be 12 people in the house in question and there are only 8 people currently in the house. The neighbor next door has made the only complaint. Another neighbor came in to speak to Robbs and she was happy to hear that the Village has been looking into this issue. Robbs wonders if this is ethnic/racially motivated. They may not be aware of a different group of people and how they live. They keep their house up and there are no code violations for him to enter the premises. Robbs can work on the definition. From what he is reading, municipalities are getting away from using household and going to dwelling units and family. We need to tiptoe around this household issue. He doesn't know if we will ever get to the point where it can be enforced. Robbs will put something together to send to Dubow. Hartill stated that he has also been working to incorporate the city definition of households but it is a real problem.

Robbs also touched on the concern that residents were having with a property that has multiple cars. He gave a notice of violation for unregistered vehicles and they complied with the violation. You can't have unregistered vehicles in your driveway. Robbs has created a worksheet to show where the unregistered cars are. If a complaint comes in formally we do a notice and record in the complaint log. There is a form and it gets documented. O'Rourke stated that it is nice to know that we are working on it.

O'Rourke stated that the problem in her area is that a property owner is renting to students which is not allowed. They are single family homes. Hardaway feels that we may be able to learn from other municipalities that are dealing with this same issue. The City of Ithaca is mostly focused on students. Hartill will continue to work on this with Adam.

Robbs stated that he has been busy with lots of occupancy changes at the mall. He hasn't had a chance to wrap his head around Stormwater Management. Brent Cross is doing an inventory of our stormwater which is 80% complete. The County is also doing mapping. Robbs feels it is very informative if you can get into it. His issue is the complexity of inputting information. There needs to be continually updated by the highway department. Another issue is that it doesn't cover all the stormwater retention areas on private properties. He feels all information needs to be in one spot.

There have been many inquiries about the infrastructure at the Shops at Ithaca Mall. It was built prior to the Village being formed and prior to 2007 the NYSDEC was in charge of stormwater control. Monaghan has contacted both the Town of Lansing and Tompkins County to see if they have any information regarding the mall infrastructure. They do not have anything.

The Planning Board has been going over the mall proposal to create a PDA. The proposal is to break up the mall into separate parcels and sell to different owners. By doing this they would get large chunks of money to update the mall. Monday night the Planning

Board made a recommended to the Trustees to go forward with a PDA.

The Planning Board has approved the EIS review of the Bomax property. Robbs stated that Jonson's attorney will be requesting all this information and saying that they didn't know it was out there even though all agendas are posted on our webpage. The Bomax appeal has been delayed until Feb 2018. We have followed all the guidelines for postings and public hearings. Jonson's have not been to the last three meetings. Park Grove will start moving forward at their own risk once they get an approved site plan. It is at their risk not ours. We have gone above and beyond what was actually required.

There are a couple of proposals out there for possible new developments. Eric Goetzmann, Watersprite, is proposing 30,000 sq. ft. of retail space between Ciao! and Graham Road West. As part of the Meadows PDA there is a fence going in along BJ's which was a buffering requirement. Trees have been cleared in the area where the senior housing is supposed to go and some trees have been planted. Eric wants to revise the housing portion. He likes the look of the Bomax Apartments. Monday night Eric was at the Planning Board meeting mostly to find out about the mall.

Robbs stated that inspections are going well. He and Dake went over his code report for the first three quarters of the year and straightened out a couple of issues. He is still waiting to see if he passed the civil service exam.

On Cayuga Heights Road a modular house went up in a week. The State has approved a modular building for the proposed mosque on Graham Road. After site work, they could also have their building up in a week. The State has authority over modular. We have control over the basement. We expect to see this in the spring.

Monaghan stated that with the amount of water that moved through his neighborhood during the flooding event in July, there was only one house that flooded. The house was flooded from water that came out of the ditch and not from the stream. We need to talk to Brent Cross about the water not getting under the mall path. The mall needs to enlarge the culvert or add a culvert a little further up. Monaghan feels that the ditches in the Highgate area will need some attention. Beckett Way can wait until spring.

Trip Hotel has an open demo permit for removal of the pool roof to change their pool from an indoor to an outdoor pool. Robbs heard they didn't pay their contractor so the contractor pulled out. Robbs has given them until the first of the year to complete the demo and then he will issue a violation notices. There are wires hanging that are not live but it looks terrible. Currently, contractors in the area are staying there. Robbs also contacted the property maintenance regarding the large potholes in their parking lot. They stated that CU Suites is negotiating with them to repave the parking lot.

O'Neill stated that the Cargill shaft project in the Town of Lansing has been approved. The Town of Lansing reviewed the site plan on November 14th.

Brian Quadrozzi stated that he has issue 80-90 operating permits this year. If he could get

to 120 issued in a year that would mean all business are in compliance in the same year. He will be away at the Building Official conference next week. This expense is being paid by the City of Ithaca which he also works for.

Hartill stated that clearing was done at the corner of Cayuga Heights Road and Beckett Way by Limbwalker Tree Service. You can now see around the corner. Courtney stated that there was good cooperation from the land owners in that area. We continue to talk about expanding our sewer system. Herrick is doing a cost estimate and then he will get together with Courtney to discuss it further.

Mayor Hartill entertained a motion to approve the vouchers.

Resolution #6439- Abstract of Audited Vouchers

Be it RESOLVED, that Abstract of Audited Vouchers No. 6 for the General Fund, in the amount of \$407,352.38, is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 6 for the Sewer Fund, in the amount of \$32,873.26 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 6 for the Water Fund, in the amount of \$3,211.50 is hereby approved for payment.

Trustee O'Rourke moved that the foregoing Abstract of Audited Vouchers resolutions be adopted and Trustee O'Neill seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Ronny Hardaway-Aye
Trustee John O'Neill-Aye	Trustee Patricia O'Rourke-Aye
Trustee Gerry Monaghan-Aye	

Dake gave the Board a copy of the following proposed budget transfers:

<u>2017-18 BUDGET TRANSFERS- GENERAL FUND</u>	
\$ 3.00	from General Government Support, Special Items, Contingent Account, A1990.4, to General Government Support, Taxes & Assessments on Village Property, A1950.4
\$4,650.00+	from Transportation, Street Maintenance, Contractual, A5110.4 to Culture and Recreation, Playgrounds & Recreation, Contractual, A7140.4
\$7,750.00+	from Transportation, Street Maintenance, Contractual, A5110.4 to Home and Community Service, Storm Sewers, A8140.4

(or from A5112.2 Permanent Improvements)

2017-18 BUDGET TRANSFERS- WATER FUND

\$ 7,150.00 + from General Government Support, Special Items, Contingent Account, F1990.4, to Home & Community Services, Source of Supply, Power & Pumping, Engineering, F8320.45

2017-18 BUDGET TRANSFERS- SEWER FUND

\$ 4,650.00+ from General Government Support, Special Items, Contingent Account, G1990.4 to Home and Community Services, Sanitary Sewer, Contractual I&I, G8120.4

\$ 41,000.00 from Interfund Transfers, Transfer to Capital Funds, G9950.9 to Home and Community Services, Sanitary Sewer, Video & Flushing, G8120.42

She explained that A7140.4 and A8140.4 were over spent and it was likely there would be more expenditures out of those accounts. Courtney could not give an estimate of how much more would be spent out of those accounts and suggested that the money be transferred from the A5512.2 account instead of A5110.4 because that was a healthier account. He plans to spend A5110.4 on paving in the spring. The Board suggested that we do the transfers for the amount the accounts are overspent now and do additional transfers if they are needed.

Resolution #6440 -Budget Transfers

2017-18 BUDGET TRANSFERS- GENERAL FUND

Be it RESOLVED to transfer

\$ 3.00 from General Government Support, Special Items, Contingent Account, A1990.4, to General Government Support, Taxes & Assessments on Village Property, A1950.4

\$4,650.00 from Transportation, to Permanent Improvements, capital Outlay A5112.2 Culture and Recreation, Playgrounds & Recreation, Contractual, A7140.4

\$7,750.00 from Transportation, Permanent Improvements, capital Outlay A5112.2 to Home and Community Service, Storm Sewers, A8140.4

2017-18 BUDGET TRANSFERS- WATER FUND

Be it RESOLVED to transfer

\$ 7,150.00 + from General Government Support, Special Items, Contingent Account, F1990.4, to Home & Community Services, Source of Supply, Power & Pumping, Engineering, F8320.45

2017-18 BUDGET TRANSFERS- SEWER FUND

Be it RESOLVED to transfer

\$ 4,650.00+ from General Government Support, Special Items, Contingent Account, G1990.4 to Home and Community Services, Sanitary Sewer, Contractual I&I, G8120.4

\$ 41,000.00 from Interfund Transfers, Transfer to Capital Funds, G9950.9 to Home and Community Services, Sanitary Sewer, Video & Flushing, G8120.42

Trustee Hardaway moved to make the stated budget transfers. Trustee O'Rourke seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Ronny Hardaway-Aye
Trustee Patricia O'Rourke-aye	Trustee John O'Neill-Aye
Trustee Gerry Monaghan-Aye	

Dake informed the Board that our accountants were here this week doing our accounting review. Dake asked the Board to make a decision on whether they wanted to be part of the LENS Program. When we had our insurance audit they suggested that we create a Prior Written Notice of Defect Procedure, which we did, and suggested we participate in the LENS Program so that we would get up to date reports on driving infractions our drivers receive. We are encouraged by Selective Insurance Company to implement their recommendations, as not implementing them could increase the potential for loss and may have an adverse effect on our continued insurance coverage. The Board felt this is an invasion of privacy. It was suggested that we add a statement to the employee handbook that it is mandatory for employees to report if their license has been revoked or suspended if they are driving Village vehicles. The insurance company already checks licenses upon hiring and yearly at renewal.

Resolution #6441- To Not Participate in the LENS Program But Add To Employee Manual That it is Mandatory for Employees to Report if Their License has Been Revoked or Suspended if They are Driving Village Vehicles

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

Mayor Donald Hartill-Aye	Trustee Ronny Hardaway-Aye
Trustee John O'Neill-Aye	Trustee Patricia O'Rourke-Aye
Trustee Gerry Monaghan-Aye	

Dake will report this to Selective Insurance. Dake stated that she has emailed nine sets of minutes to the Board to review before Monday's meeting. Mario Tomei will be sending a recommendation from the Planning Board for the Shops at Ithaca Mall PDA.

Robbs stated that there have been several complaints that the Planning Board minutes are not finalized. We are waiting on Dubow to review them. Courtney stated that he is also waiting on Dubow for a water easement. Hartill will contact our attorney.

O'Rourke stated that she attended the last Planning Board meeting as the Trustee representative. Robbs has already given an update. The motion that went forward is to recommend that we follow the Comprehensive Plan. Pedestrian accessibility was also a

concern. In all of these negotiations we need to make sure that we take over Graham Road West. The lot where the new hotel may go is part on the land which is part of the Graham Road West flip flop of land. The Planning Board also canceled their Nov 28th meeting so their next meeting will be December 11th.

Hardaway stated that the Greenway Committee met yesterday to go over what was done with the park. They are pleased. We need to start thinking about a name for the park. Rita and Sy Smidt Park was one name proposed. The Committee would like to standardize our park signs and order signs for all our parks. Each sign would list the name of the park and say that it is a village park. Monaghan suggested naming it Hartill Park. Hartill would like to open it up to the residents to name. We could also name the park currently referred to as the Community Park that is across from Dankert Park.

Robbs stated that he has been getting inquiries from people wanting an update on the gas moratorium. He asked if the Board could help with this. The concern is that as we get more development, there will be more propane tanks and propane trucks on our roads. Hartill stated that he has tried very hard to reverse that. It has to do with Martha Robertson and Barbara Lifton. People need to go to the Public Service Commission. The Tompkins County Area Development (TCAD) commander met with Robertson and the councilperson from the Town of Danby and they were to go make this presentation that was agreed upon and they changed the story. There is still some negotiation going on. The town has a couple of presentations. Hartill stated that if it was the entire region that was under a moratorium then we would have no problem. The problem is that it is just Lansing. NYSEG will be putting in 2-3 compression stations and we don't even get gas. NYSEG is allowing the senior living building that is going in on Cinema Drive put in gas because of a previous commitment. Air source heat pumps do not provide enough heat. Green technology is great but you need a secondary heat source.

Motion- To Adjourn

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

Mayor Donald Hartill-Aye
Trustee Patricia O'Rourke-aye
Trustee Gerry Monaghan-Aye

Trustee Ronny Hardaway-Aye
Trustee John O'Neill-Aye

The meeting adjourned at 1:48pm.

Jodi Dake, Clerk/Treasurer