

Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Thursday, February 14, 2019, in the Village Office.

PRESENT: Mayor Donald Hartill, Trustees Ronny Hardaway, Gerry Monaghan, and Patricia O'Rourke; Clerk/Treasurer, Jodi Dake; Part Time Clerk, Tammy Milliman; Code & Zoning Officer, Michael Scott; Working Supervisor, John Courtney; MEO, Nolan Hatfield and Chris Zavaski.

Mayor Hartill called the Board of Trustees meeting to order at 12:21pm.

Scott stated that at the last Planning Board meeting a resident came in to complain about an Airbnb that is by him. Complaints have been brought up a few times. Because of this, this issue has come to the top of the Planning Boards to do list. The Planning Board is working with Troy and Cross to see what can be done. Scott stated that suggestions from the Trustees would be helpful. One of the suggested ways to deal with Airbnbs is to have them register every year and do an inspection. Hardaway stated that everyone has a hard time with registration. He suggested that we propose this through the Airbnb Company. Maybe make it a community or municipal seal of approval, kind of like businesses do. This would help them also because they would have a community that supports them and makes it more enticing to rent. Registration provides value to those renting. It would make people want to comply and we would not have to force them. Hartill asked if the Planning Board has looked at what other municipalities are doing. Monaghan suggested having them register or get a fine. Hardaway feels the problem is going to be more litigation. Scott feels we need to find that fine line. Hardaway thinks it would have to be a living document. O'Rourke recalled that we had written something up on this subject a few years ago. Monaghan wondered if it would fit under a home occupation. Scott stated that he can approve as a tourist home and a home occupation. Hardaway thought that we can go online to find the different Village residents that advertise on Airbnb. If they are receiving money they are a business. There is currently a State, County and Federal push to regulate Airbnbs because they are losing tax dollars. Hartill stated that during graduation it is popular to rent ones house out. Scott stated that Troy will be looking into how we can deal with the current problem.

Scott stated that the Nissan proposal has to go to the Board of Zoning Appeals (BZA) for seven variances, most of which are for setbacks. The BZA will hold a special meeting on March 13th. Nissan needs a 150ft. buffer and they only have 80 feet. If the variance does not go thru they do not have a Plan B.

A realtor now owns 106 Burdick Hill. They wanted to update all of the building permits so they could sell it before they found out they had to start from scratch. There are a couple of people that are very interested in buying the property.

The property at 9 Dart Drive has started their foundation. They want to put in a second building on the west side. Scott is not sure if there is enough room there. They may come back and do another minor subdivision.

Scott is reviewing the plans for Running to Places. They are slow on getting the mechanicals to him.

Scott stated that he attended the SWPPP class and they provided a lot of information. They discussed the process from step one to inspecting. Then they got into engineer specific type information. Scott will not be going to the next training that deals with wet ponds because it is more about the designing of wet ponds. Scott also took his first Code Class. He will have training once a month for the next six months.

Scott and Dake listened to a presentation from Williamson Law Book (WLB) on a software proposal for a Building & Codes Enforcement Program with a mobile application. Scott stated that he really liked some of the added features in the code program. There are many useful reports that can be generated and save a lot of time. One example is it has the ability to punch in an address and it come up with all the county info and all the history we have with it. The Tompkins County information we are currently scanning in can be attached to the program so all the information on each property is together.

Hartill suggested that Scott check with Marty Moseley to see what he thinks. Dake stated that originally she and Moseley were given a presentation by WLB and the only thing that Moseley didn't like was that they had not fully developed their mobile application. Since that time they have done a lot of enhancements to the program which addressed his concerns.

Hardaway asked about support and if we can you get help from our neighbor municipalities that use the program. Dake stated that with her other WLB programs she gets great support. If there is an issue or an enhancement that is requested they have been very good at accommodating. During the demonstration we had Monday they were taking notes on small suggestions that we had and feel they would be very easy to add. The programs are constantly improving with the help of those using the programs. Horseheads played a key role in helping WLB develop and test the mobile application. They are available to contact if we have any questions.

Dake stated that the cost of the Building & Codes Enforcement Software Program is \$5,715 and \$1,595 for the mobile app. The annual support for those two would be \$1,490. The software support includes internet and telephone technical support, online program backups and any updates or enhancements as they become available. We would also need to buy Scott an iPad that has an internet connection to take in the field.

Resolution #6538- To Approve the Purchase of the Williamson Law Book Building & Codes Enforcement Software Program with a Mobil Application for \$7,310, Support for \$1,490 and Training Expenses. A

Budget Transfer from Transportation, Permanent Improvements, Capital Outlay, A5112.2 to Public Safety, Code Enforcement Officer, Contractual, A3620.4 for \$2,090 and Public Safety, Code Enforcement Officer, Equipment, A3620.2 for \$7,310 is also Authorized to cover the Purchase of the Program, Training and Support

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

Mayor Donald Hartill-Aye
Trustee Gerry Monaghan-Aye

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

Dake stated that there are a few budget transfers that are needed. Highway Contractual, A5110.4 which is the line item that all general highway expenses come out of is overspent by \$12,742. Dake suggested that we transfer \$20,000. We may have to do another transfer at a later date. Two big reasons that this line item is already overspent is because the crack sealing was about \$10,000 over what Courtney had budgeted and the striping was \$5,000 over budget. The Board of Trustees, Contractual, A1010.4 is over spent by \$106. This was from the expenses at the NYCOM Conference. The line item covering Moseley to come in and consult is over by \$2,188. We were waiting until year end for a final total to transfer but since Moseley has not been needed, Dake asked if the Board wanted to go ahead and transfer the money now. Hartill asked if these could be taken out of Contingency. Dake stated that only \$2,000 was left in that line item. She suggested that the larger amounts come out of Permanent Improvements since Courtney had previously stated that they would not be completing all of those projects they had originally proposed. Courtney getting hurt last year had an impact on the projects getting done.

Resolution #6539 - To Authorize the Following Budget Transfers:

\$20,000	From Transportation, Permanent Improvements, Capital Outlay, A5112.2 to Transportation, Street Maintenance, Contractual, A5110.4
\$2,188	From Transportation, Permanent Improvements, Capital Outlay, A5112.2 to Public Safety, Code Enforcement Officer, Personnel MM, A3620.14,
\$ 106	From General Government Support, Special Items, Contingent Account, A1990.4 to General Government Support, Board of Trustees, Contractual, A1010.4

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

Mayor Donald Hartill-Aye
Trustee Gerry Monaghan-Aye

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

Courtney stated that it is a difficult time now with getting budget together. Everything is going well. He met with NYSDOT about the installation of a sewer line along East Shore

Drive and they were all good with it. Courtney told the Mayor that Dave Herrick sent an email out about that. Sign and tree inventories were a concern. Courtney would like to get together with the Mayor to put together the Village's goals and to get easements. He has all the information. There will be questions so he wants to make sure that we are all on the same page. There will be 14 easements necessary, eight are permanent and the others are temporary construction easements. Properties in this area have large road frontage.

There has been a request for water service from a resident that lives on East Shore Drive in the Town of Lansing. Courtney suggested we install a small 4" line down to that point. He suggested the Village negotiate with the developer to install a larger 4" or 6" line and then the Village would take it over. It would cost the same for the developer but we would actually have a Village line to that area instead of a private line. Courtney will offer this to the developer.

Courtney stated that with the budget there is a lot to think about. Highgate storm sewer will not get done. Paving will get done. Striping is a big hit to the budget. Hardaway asked if Courtney keeps track of a roads life span. Courtney stated that each year usage and life span changes. You have to continue to maintain the roads.

The Village has planned an aggressive I&I plan for sewer. Our biggest hurdle with this is not all repairs are the same so it is difficult to come up with a budget number.

Monaghan asked if Beckett Way Boulevard will be redesigned or if they will just be replacing what is there. Courtney stated that this project will get done in the spring. Monaghan stated that he never got a letter out to the residents in the area to let them know what the Village was planning to do.

There have been multiple water breaks on Warren Road. It was asked if that line was replaced when they reconstructed Warren Road. Courtney stated that we replaced bolts and that is typical. We didn't replace the water line during reconstruction.

Hartill stated that he wants a teledyne meter. He feels we need to revamp the sewer meters we have and have a telecommunication device so we do not have to go out and manually read the meters.

Hartill also wants to start some sidewalks. Courtney stated that he would be available to talk budget next week. Courtney stated that he is now all for getting sidewalks. Hardaway asked if we need engineering done before we install a sidewalk on Dart Drive. Courtney stated that it is not always necessary. Hardaway suggested we have it engineered so people who want it on the other side of the street can be told that we consulted an engineer for the best location. Courtney feels that Fisher Associates has an extra touch for transportation counts. Fisher Associates is more expensive than TG Miller. They are efficient and Courtney feels the extra money is worth it. Fisher Associates did the Craft Road Traffic Study. Hartill stated that for general engineering TG Miller is better. Hardaway feels this problem is traffic related. He feels we should have Fisher Associates

come in to see what we should do since that is their expertise.

Hardaway agreed to give Courtney budget recommendations for the parks. Hardaway would like to apply for a \$5,000 grant from the Tompkins County Towns and Villages Park and Trails Grant Program for park benches. They are allocating a total of \$50,000 with each municipality being able to apply for up to \$5,000. He needs to know the price per bench and where we want them. Courtney gave his recommendation on style. He prefers concrete footing, case iron material with 4 posts to mount. The Board agreed that the benches should be uniform for all parks. Hardaway will look online for benches. Hardaway will submit an application for benches at 9am on March 4th before he leaves for France.

Resolution #6540 - Support for Tompkins County Towns and Villages Parks and Trails Grant Program Application

Whereas, the Village of Lansing, NY owns and manages the parks located at the following locations within the Village:

- Marian Hartill Park, Northwood Road
- Philip R. Dankert Park, 18 Beckett Way
- Shannon Park, 57 Uptown Road
- Ned Hickey Park, corner of Craft Road and Leif's Way
- Global Village Park, 86 Uptown Road; and

Whereas, the Village of Lansing desires to improve the parks with a proposed project to install new benches within these parks; now

Therefore, be it resolved that the Village of Lansing Board of Trustees supports and authorizes the submission of a grant application for up to \$5,000 to the Tompkins County Towns and Villages Parks and Trails Grant Program.

And be it further resolved that if the grant application is successful, the Village of Lansing Board of Trustees authorizes the Village Mayor or Deputy Mayor to execute the contract with Tompkins County to implement the project.

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

Mayor Donald Hartill-Aye
Trustee Gerry Monaghan-Aye

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

Hatfield stated that they fixed all the potholes in the Village when we had the warm weather last week. They have been plowing and fixing water breaks.

Zavaski stated how nice the new sidewalk tractor was. He can now plow the sidewalks twice as fast.

Monaghan stated that the sidewalk on the loop road at the Shops at Ithaca Mall is not getting maintained. It is a mess. He has also heard complaints regarding all the potholes on Graham Road. Both of these issues are the mall's responsibility. The Board wondered if we had heard any more about taking over Graham Road. Hartill asked Scott if he has talked to them about building permits. Scott stated that the Mall has not had any Certificates of Occupancy in a while. Courtney would like to get an easement to maintain that area. Hartill stated that the problem is we have no leverage. Scott will try to contact the owners to discuss the issues. One option would be eminent domain but Mayor Hartill is against using this option. If it becomes bad enough it may be warranted. It was also questioned what was going on with the senior housing on Oakcrest. Hartill will also see what he can do.

Dake informed the Board that we received \$17,550 for the 2012 Pick-up and \$37,800 for the Cat 420E we purchased in 2009 that went to the RTI Auction in January. This is \$4,650 less than what we had budgeted for. We have also budgeted for \$55,000 in revenue for selling the 2009 IH single axle and the 2008 Bobcat S185. Courtney doesn't think either of those will go to auction this budget year.

Dake stated that the Trustees were provided with the February Revenue and Expenditure reports so that they can see where we are as we start the budget process. Department heads have been given their worksheets and outside consultants have all been notified. All budget material should be in by February 25th. We will start budget discussions at the March 4th meeting. The Budget needs to be approved by April 15th.

Dake received a message from Bob Pass, Regional Director for NYSEG. He wanted to let us know that the inspections that are going on are not a scam as many believe. NYSEG has hired outside contractors to go around the area and inspect the gas service meters. It is a mandate by the Public Service Commission.

Mayor Hartill entertained a motion to approve the vouchers.

Resolution #6541- Abstract of Audited Vouchers

Be it RESOLVED, that Abstract of Audited Vouchers No. 9 for the General Fund, in the amount of \$111,375.77, is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 9 for the Sewer Fund, in the amount of \$37,963.49 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 9 for the Water Fund, in the amount of \$1,612.99 is hereby approved for payment.

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

Mayor Donald Hartill-Aye
Trustee Patricia O'Rourke-Aye
Trustee Ronny Hardaway -Aye

Trustee John O'Neill -Aye
Trustee Gerry Monaghan-Aye

O'Rourke stated that a former Planning Board member, Phil Dankert, had temporarily moved out of the area because his wife's health was not good. She suggested that we may want to send them a card. Next week she will be attending the Emergency Meeting at the airport and the TCCOG meeting.

Hardaway stated that he was sorry he would not be at the March meetings. He is going to France. Hartill stated that he most likely will not be at the March 14th noon meeting. It is O'Neill's turn to provide lunch. Monaghan stated that he would be his back up.

Motion- To Approve the Minutes of December 17, 2018

Trustee Monaghan moved to approve the minutes. Trustee O'Rourke seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye
Trustee Gerry Monaghan-Aye

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

Milliman stated that the Planning Board minutes are all caught up. She is currently working full time for Scriabba Walker during tax season but is still doing the Planning Board minutes. She has been reviewing the plans that the County has scanned for us. Currently, she is waiting on Tompkins County to get some more plans back to us. All of our large plans are being scanned by the County as part of a grant they received. We now are requesting electronic copies of all new building projects. We still get large paper copies but since we are also receiving them digitally, when the project is complete, we can get rid of the paper copies.

Motion- To Adjourn

Trustee Hardaway moved for adjournment Trustee Monaghan seconded the motion. A vote was taken:

Mayor Donald Hartill-
Trustee Gerry Monaghan-Aye

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

The meeting adjourned at 1:37pm.

Jodi Dake, Clerk/Treasurer