

## Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Thursday, March 12, 2020, in the Village Office.

PRESENT: Mayor Donald Hartill, Trustees Ronny Hardaway and Randy Smith; Clerk/Treasurer, Jodi Dake; 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 12:29pm.

Courtney stated that they have been maintaining equipment, starting to patch pole holes and repairing sign damage from the winter. Northwood electrical work has just been completed so we can turn on the Northwood Road streetlights once NYSEG comes out to make the final connection to the transformer. Schisler Electric helped hook this up. We can now install conduit to Coventry Walk so we will need to figure out how many streetlights we want to install. Since they already ran conduit, the park is all set for a 30-amp circuit plug and play if we ever decide to add a building to the park in the future.

The water main on Northwoods Road will be started after April 23<sup>rd</sup>. There are three valve assemblies that Zavaski is working on putting together in the shop which will be taken to the job site on a pallet.

Courtney updated the Trustees on last week's Lighting Commission meeting. After that meeting, Scott sent Squeaky Clean a letter on how to resolve their lighting issue. There were also changes to Nissan's Lighting Plan.

Courtney stated that he spoke with Jeff Smith, Tompkins County Superintendent of Public Works. Jeff Smith is going to send us maps of the roads and we are to let them know what roads we want to take over. They will also contact the Town of Lansing since they currently plow Warren Road for Tompkins County as well as Cornell to see if they have any concerns with the Village taking over Warren Road. Smith told Courtney that if there is ever an instance where our have equipment breaks down that we could count on Tompkins County (TC) to help out. There seems to be more municipal cooperation with the new TC Superintendent of Public Works. Courtney wants to do our Warren Road Water Project this summer.

The proposed 2020-21 Budget has three water projects planned- Warren Road, Catherwood Road and Dart Drive. With the increase in the water rate, the Water Fund should be strong enough to handle all three.

Hardaway asked, if you run snowplow on Warren Road, would it be ok on the transitions. Courtney stated that the Village runs rubber blades on the snowplows. The pavers do a good job of transitioning. Bridge joints are the most problematic. If we were to take over Warren Road it would take three passes of a snow plow to clear the road. Courtney stated

that we ordered 800 ton of salt this year and our salt shed is still full. Hartill asked if we have any more commitments to order salt. Courtney stated that we do not. We have reached our 70%. Salt conservation with new technology is about 300 lbs. per lane mile.

Hatfield had nothing to report.

Zavaski stated that he is serving equipment and light poles. Mowers are all ready to go.

Randy Smith reported on the Climate Smart Communities (CSC) meetings. Osamu Tsuda's, Cornell Cooperative Extension, other job is mapping flood zones in Tompkins County. He is mapping low level flood plan areas. There are no flood plans in the Village. There is a lack of stormwater controls. There is a lack of mall maintenance on stormwater facilities. Smith stated that when we have heavy rain it flows from the mall to Shannon Park area. They can help find out why.

Courtney stated that we are supposed to be doing stormwater yearly inspections. TG Miller is taking all the Village owned stormwater facilities and having them do the yearly inspections. After these inspections we may need to do work on the ponds. The stormwater facilities do work if they are maintained. The Village owns a lot of retention areas. Brent Cross is doing the private side of ponds and TG Miller is doing mapping. Courtney stated that one problem is the Shops at Ithaca Mall never cleans their stormwater facilities. In the budget we have set aside money to have TG Miller do mapping. Courtney will email TG Miller to have them do stormwater mapping and figure out private versus public stormwater facilities.

Hardaway stated that his wife, Deborah Dawson, is on the Soil & Water Committee so he will ask about grants. The County was supposed to do our mapping. Courtney thinks we should do our own mapping.

Stormwater control measures need to be given to the Village. All stormwater facilities are private at Lansing Meadows. The Village should not accept taking them over later on because they are not up to Village standards.

Courtney stated that he read through some of the Climate Smart Communities (CSC) information that was being submitted to the Board of Trustees for approval. He saw that one request from the staff was for an inventory of LED lights. T5 bulbs were built because they are energy efficient. LED lights are too bright and when installed in the old office, gave the staff headaches. Health wise, LED's are not good for you.

Courtney stated that he sent a request for the Village's streetlighting inventory to NYSEG. There are some streetlights that cannot be converted to LED because NYSEG owns the poles. You have to buy out NYSEG before they will convert to LED. We did convert 28 cobra head lights to LED. Hartill stated that the Village already lead the County in converting to LED streetlights. Hardaway stated that in the Pledge elements we are showing that we are already doing our part.

Smith stated that someone on the CSC spent a lot of time creating detail. We recognize it is geared toward larger municipalities. Much is not applicable to the Village. We do not want to impact the staff by demanding the staff do this.

Courtney stated that converting to energy efficient vehicles for the Department of Public Works (DPW) is not feasible. Hardaway stated that what this involves is asking the question, is there an energy efficient option, when we buy a vehicle. It is a plan or policy to make sure we ask the question. Dake stated that the Village already keeps track of fuel charges because this information has to be reported annually on the Annual Update Document (AUD) that gets submitted to the State.

Smith stated that Section PE5 of the CSC Action Checklist is about recycling. Currently there is no money in recycling. Residents recycle but if there is no profit in recycle the County just sends it to the dump. It does not do anything for us, we are doing it to do the right thing.

Smith stated that when he looked at the proposed budget he wondered how it came about that 20% of our budget is going to install a sidewalk on Dart Drive. He asked how this happens? Hardaway in return asked why Uptown Road had a sidewalk. Uptown Road has a lot of use. Hardaway stated that Dart Drive does also. Smith questioned at what point do we agree to install a new sidewalk. Hardaway stated that the neighbors presented a petition to the Village to add a separate sidewalk. Hardaway stated that a request came to the Trustees and we reevaluated it. We have looked at the pedestrian situation on Dart Drive for years. Smith pointed out that the road is wide and there was hardly any traffic when he ran up there. With the new Marian Hartill Park Trails there is now more inter connectivity with trails. One can now take the trails from towards the top of Dart Drive thru the trails to Graham Road. The goal is to have a pedestrian safe system throughout the Village.

Courtney stated that we do some planning of sidewalks but “political blackmail” is how Uptown sidewalk really came about. Dewitt school is right around the corner from Uptown Road. It seems that the squeaky wheel gets what they want. We want people to be safe. Dart pedestrian safety has been working for over 15 years because of the mix use shoulder.

Courtney stated that he joined the committee that was looking to do a Route 13 Study from Warren Road to Dryden. It was all about pedestrians and bikers. Route 13 is not made for pedestrian or bikes; no access is allowed. As the meetings progressed it seems they were planning to spend a lot of money to get people to travel by bike. Courtney felt it should have been more on traffic safety.

Hardaway stated that pedestrian safety and speed are the two concerns on Dart Drive. The last time the road was rebuilt the Village looked at adding a sidewalk but it was decided for maintenance issues that it would be more reasonable to add a wide shoulder to allow for bikes & pedestrians. If the Village were to add a sidewalk it would be right next to the road with no separation buffer between the sidewalk and shoulder. Hardaway thinks that the sidewalk would be a visual cue that there are pedestrians and would slow traffic down.

Courtney stated that he does not know what the right design is. However, it seems to be currently working.

Hartill questioned what would be done with the mailboxes on Dart Drive. The sidewalk would have to go in on the northside of Dart Drive so the mailboxes would have to get moved to the southside. If a sidewalk would go in the residents on one side of Dart Drive would still have to cross the road to get their mail. It was pointed out that still having a 4-foot shoulder defeats the narrow road concept. It was asked if there is any other way to slow down traffic on Dart Road. The Village has installed speed signs which has helped to slow traffic down. Hartill stated that he wanted to install a roundabout in the middle of the road or four traffic tables. However, speed tables are labor intensive and hard to maintain.

Smith also stated that the Greenway Plan talks about connecting to other municipalities. Hardaway stated that he is the Village representative on the Town of Lansing Parks & Trails Committee. The Town eventually wanted to have a trail that connects to the Village, probably on Burdick Hill Road.

Smith stated that he and O'Neill met with the employees. It is apparent that they would like the Trustees to look into long term retirement benefits. Hartill stated that the Trustees can investigate this with the Consortium to see what that could be. Hardaway stated that the Consortium is just starting to look at retirement benefits. The Consortium is looking at what is out there and if they could make it a benefit. Courtney feels that the only thing in the Village of Lansing Employee Handbook regarding post-retirement benefits that needs to be changed is the cap. Hardaway thinks the Consortium can do all the research. Hartill feels our best bet is to push the Consortium and then adopt that policy.

Hartill stated that the Village has received only 6 of the 14 easements needed for the proposed sewer project that extends to the Town of Lansing (TOL). Courtney would like to send the project out to bid now even though we don't have all the easements, so we get choice of best contractors. The Memorandum of Understanding (MOU) needs to be finalized with the TOL. Courtney will work on getting the remaining easements and Mayor Hartill will get with the TOL. Once Hartill gets the MOU the project can go out to bid.

There was concern with having a contingency plan for the coronavirus. On Monday, March 9<sup>th</sup> Tompkins County held a Covid-19 Press Conference. There are no reported cases in Tompkins County. Many people seem to be panicking over the virus. President Trump stated that there will be an economic fallout from the virus outbreak. Cornell and Ithaca College have told their students to stay home and finish the semester online after spring break. This will have quite an effect on the Tompkins County economy. The Village will have a statement as to how we plan to manage this. Hartill will include this in his Spring Newsletter article that goes out next week. Most is done at the Federal, State and County levels. Courtney stated that we have overlapping coverage with our sister municipalities.

Mayor Hartill entertained a motion to approve the vouchers.

Resolution #6635- Abstract of Audited Vouchers

Be it RESOLVED, that Abstract of Audited Vouchers No. 10 for the General Fund, in the amount of \$278,707.87 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 10 for the Sewer Fund, in the amount of \$39,201.89 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 10 for the Water Fund, in the amount of \$52,913.01 is hereby approved for payment.

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

Mayor Donald Hartill-Aye  
Trustee Randy Smith-Aye

Trustee Ronny Hardaway-Aye

Dake stated that for today's budget discussion she has put together a list of the projects that are included in the budget to help us see the whole picture of what we want to get done this next budget year and which of those projects were scheduled for 2019-20 but are getting moved forward to 2020-21. The goal is to figure out our Appropriated Cash Surplus (ACS). Everyone was also given a copy of the Round 1 Preliminary Budget that was distributed at the March 2<sup>nd</sup> meeting.

The following changes were made to the 2020-21 Preliminary Budget:

All salaries were given a 3% increase.

**A3620.4**-Code Contractual-Decreased from \$12,000 to \$9,000 because Scott had to go ahead and purchase the new Code Books since the new Code goes into effect on May 1<sup>st</sup>.

**A5110.14**-Removed the \$5,000 for summer help. Instead the Board has decided to hire a company to maintain our gardens.

**A5112.2**-Permanent Improvements- removed Northwood Rd. and Coventry Walk because DPW plans to get them done in this spring. \$708,605-\$55,000=\$653,605- new total

**A7140.2**-Playground Equipment-Lowered from \$41,500 to \$15,000 because DPW plans to finish the trail at Marian Hartill Park and top the parking area this spring. This also means that **A2850P**-\$41,500-Transfer from Park Reserve will not be needed.

**A1001**- Lowered from \$789,685 to \$774,734- tax rate will remain the same at \$1.50/1,000

Hardaway asked if Village revenues from sales tax should be lowered because of the current situation with the COVID-19 virus. He noted that sales tax revenue for the County (therefore the Village) would probably take a significant hit. Dake stated that she also thought about that but feels we should be ok. The sales tax was on track to come in at \$800,000 this year even though we budgeted \$700,000. Hartill stated that if something should happen, we can always adjust with our Reserve Funds. Unlike most municipalities,

we have a nice Reserve to deal with unexpected situations. It was agreed to leave the revenues the way they are.

Total budgets after adjustments:

General-\$2,909,029

Water- \$1,699,260

Sewer- \$4,785,900

Hardaway stated that Greg Hanley, Real Estate Project Manager at Verizon Wireless, has emailed to see if representatives from the Village would be willing to meet with him regarding Verizon's future small cell deployment plans in the Village of Lansing right of way "ROW". Hartill stated that NYCOM does not support this but State law allows it. Hartill feels the problem is having another box in our ROW. Hartill does not think it will hurt to meet with Hanley and asked Hardaway to set up a meeting to hear their proposal. Courtney stated that people are looking into putting in WIFI towers on Pyramid Drive. Smith wondered if we could get royalties for this.

Courtney stated that he has been talking to Tompkins Consolidated Area Transit (TCAT) regarding 3 bus shelters on Uptown Road. TCAT would like to put a bus shelter by Dankert Park, which makes the most sense. There is already a shelter on the other side of the road. They want another shelter by the Swim Club on the opposite side of the road. The Village has already poured a concrete apron by Arleos right before the Swim Club for the bus stop. Courtney does not understand why they cannot use the bus stop that is already established and save everyone money. Courtney has given his suggestions but feels that TCAT does not want to work with the Village. Hardaway thinks the Trustees should deal with this.

The following report update was previously emailed to Trustees from Mike Scott, Code & Zoning Officer:

1. *The Lighting Committee met today regarding 3 items:*

- *East Pointe Lighting: The Committee has decided not to accept the unapproved replacement streetlamps installed. The responsible contractor changed the lamps in January 2019 and never received approval from the Village. I will be sending an official letter to DGA Construction requiring them to install the lamps approved on the original site plan. This, I believe, may become an issue.*
- *Nissan Lighting Plan: The overall plan was good with a few minor changes to lamp pole positioning and wattage. John Snyder (Nissan's Architect) attended to meeting and will work on the requested changes along with providing cut sheets.*
- *Squeaky Clean; The experiment of tilting a row of wall-mounted lights downward has not impressed or satisfied the Lighting Committee. They have recommended I send a letter out to Mr. Sloan requiring him to shield the wall-mounted fixtures or produce an engineered plan for the Village. To Be Continued....For Sure.*

2. *Planning Board:*

- *Maguire Minor Subdivision approved*
- *Still working through Solar Homes Preliminary Plat. They will be back for the 3/31 meeting to provide information for:*
  - Egress entries on Northwoods (due to the wording in the Northwoods Rd dedication to the Village)*
  - Possible water connection to Dart Drive instead of channeling through the new Northwoods Road*
  - GML239 recommendations (attached)*
- *Blackchin Blvd Lot 8; Special Permit (within 50' of Conservation Combining District) to build an over 5,000 square foot home. Brent and their engineer are currently working on a basic SWPPP.*

3) *Around the Village:*

- *Not many new Building Permits but the increased Planning Board activity should change that some*
- *Nissan is installing under slab utilities; concrete should be soon*
- *2 large homes should be landing on my desk soon; Blackchin and Esty Dr*
- *Possibility of a small distillery moving into the Ithaca Mall (still working with the applicant and will require a Special Permit)*

4) *Miscellaneous:*

- *Brian Quadrozzi and I went to a Code Update/BESS class in Sidney. Instructors basically went through the new sections of the now NYS Code (starting May 12). There are new sections specifically for BESS, Decks, and Tiny Homes to name a few. We will be tested on the Fire Code changes in late May.*
- *The new set of NYS Code Books will arrive Tuesday... Thank You*
- *At the next noon meeting, I will provide you with a comparison of permit activity between this year and last.*
- *I am putting a flyer together to send out to properties that house commercial and multi-family units to remind them about spring clean-up and keeping the Village attractive*

Motion- To Adjourn

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

Mayor Donald Hartill-Aye  
Trustee Randy Smith-Aye

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

The meeting adjourned at 2:21pm.

Jodi Dake, Clerk/Treasurer