

Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Monday, May 2, 2005, in the Village Office.

Present: Mayor Donald Hartill; Trustees, Larry Fresinski, Lynn Leopold, John O'Neill and Frank Moore; Attorney David Dubow; Clerk/Treasurer, Jodi Dake.

Mayor Hartill called the meeting to order at 7:35P.M.and opened the public comment period. Mesh Mewar of (Address) stated that last August Ivar Jonson put in a catch basin along the side of his property and there is now 4-5" of silt built up so it is not working. Mewar has spoken with Ben Curtis and Ben said he would look into it. Don stated that he could act after Ben does his assessment of the situation. There are a few lots that still aren't seeded and once these lots are planted, Mewar believes it shouldn't happen again. Don stated that the Village would need an easement in writing from him to go in and clean out the basin since it is on his private property. Another issue that Mewar had was that a drain was supposed to go in. Don explained that we have a new Supt. of Public Works and Don will talk to him to see if we can get it done before the end of the construction season. Don will also speak with Ben this week.

Motion-To Close the Public Comment Period

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

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee
John O'Neill-Aye			
Trustee Lynn Leopold-Aye			

Next on the agenda were two public hearings on Proposed Local Laws which the Planning Board has recommended for adoption. Both of these proposed local laws provide for amendments to the Village Zoning Law and Zoning Map.

Motion-To Open the Public Hearing to Consider Proposed Local Law B ((2005) to Consider Amending the Zoning Law and Zoning Map to Eliminate the Airport Combining District and the Requirements and Conditions Applicable Thereto

Trustee O'Neill moved to open the public hearing and Trustee Leopold seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John
O'Neill-Aye			
Trustee Lynn Leopold-Aye			

There was no public comment.

Motion-To Close the Public Hearing on Proposed Local Law B

Trustee Leopold moved to close the public hearing and Trustee O'Neill seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John
O'Neill-Aye			
Trustee Lynn Leopold-Aye			

Motion-To Open the Public Hearing to Consider Proposed Local Law C (2005) to Consider Amending the Zoning Law and Zoning Map to Extend Further to the North the Northerly Boundary of the Human Health Services District and to More Precisely Describe the Boundaries of the Human Health Services District

Trustee Fresinski moved to open the public hearing and Trustee O'Neill seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John
O'Neill-Aye			
Trustee Lynn Leopold-Aye			

Once again there were no comments from the public.

Motion-To Close the Public Hearing on Proposed Local Law C

Trustee Fresinski moved to close the public hearing and Trustee O'Neill seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John
O'Neill-Aye			
Trustee Lynn Leopold-Aye			

The next item on the agenda was to approve the minutes from April 4<sup>th</sup> & 13<sup>th</sup>.

Motion-Approval of Minutes for April 4, 2005

Trustee Leopold moved that the draft meeting notes, as reviewed and revised by the Clerk/Treasurer and the Board, are hereby adopted as the official minutes. Trustee Fresinski seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye
Trustee Frank Moore- Aye	Trustee John O'Neill-Aye
Trustee Lynn Leopold-Aye	

Motion-Approval of Minutes for April 13, 2005

Trustee Fresinski moved that the draft meeting notes, as reviewed and revised by the Clerk/Treasurer and the Board, are hereby adopted as the official minutes. Trustee Leopold seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye
Trustee Frank Moore- Aye	Trustee John O'Neill-Abstain
Trustee Lynn Leopold-Aye	

The next item on the agenda was to consider the increased Electrical Fees. With the recently adopted budget the Board had approved an increased amount to be paid to the Electrical Inspector plus paying his mileage. The electrical fees collected are used to offset this cost. Ben Curtis and Floyd Ferris have come up with more appropriate costs. The changes are mainly in the commercial aspects. John stated that Floyd was supposed to come and speak to the Trustees at the Wednesday noon meeting but never came. Jodi will arrange for Floyd to come to the next meeting. The Board felt that the electrical inspector was the expert on this subject and if they need to re-adjust the fees after speaking with Floyd they can always do so. We are now completing our first year of having an Electrical Inspector and some adjustments are necessary.

Resolution #4124-To Adopt the New Electrical Inspection Fees as of June 1, 2005

Trustee O'Neill moved to adopt the new fees and Trustee Fresinski seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John O'Neill-Aye
Trustee Lynn Leopold-Aye			

The electrical fees form will be attached to the minutes.

Don asked if we had heard from Borg Warner regarding the increased sewer rate for non-water customers. Originally a representative from Borg Warner attended the public hearing and was going to submit something in writing but never did. Brent Cross, Village of Cayuga Heights Engineer spoke with the gentleman and told him that there is a meter that monitors the amount of flow from Borg Warner and it is not a significant difference from the amount of water they use as he had previously stated at our meeting. Proposed Local Law A would bring their costs in line with what everyone else is paying in the Village. We have provided ample opportunity for them to respond and the Board feels that their silence is their answer.

Resolution # 4125-To Adopt Proposed Local Law A (2005) to Amend the Village of Lansing Sewer Rent Law As Local Law 1 (2005)

Be it enacted by the Board of Trustees of the Village of Lansing as follows:

**SECTION I. PURPOSE AND INTENT.**

The purpose of this Local Law is to amend so much of the Village of Lansing Sewer Rent Law [Local Law 3 (1982), as amended by Local Law 4 (1990), Local Law 9 (1993), Local Law 14 (1993), Local Law 1 (1994), Local Law 2 (1994), Local Law 3 (1994), Local Law 3 (1995), Local Law 1 (2002), and Local Law 1 (2004)], so as to increase the sewer rents chargeable to owners of property who are not provided with water service by the Village of Lansing Water System. By Local Law 1 (2004), sewer rents (based upon a surcharge on water consumption) chargeable to owners of property who are provided with water service by the Village of Lansing Water System were increased, and water rates to such property owners have likewise been increased during 2004 and 2005. Inadvertently, concurrent increases in sewer rents chargeable to owners of property that are not provided with water service by the Village of Lansing Water System were not enacted, and it is the intention of this Local Law to correct such oversight.

**SECTION II. AMENDMENT.**

Article 5, Section 5.1 of the Village of Lansing Sewer Rent Law is hereby amended to read in its entirety as follows:

Section 5.1.

Each property owner who is not connected with and does not receive water from the Village of Lansing water system shall be charged, and shall be obligated to pay, an annual sewer rent charge equal to one dollar and eleven cents (\$1.11) for each one

thousand (1,000) gallons of water, or portion thereof, used by such property owner.

**SECTION III. EFFECTIVE DATE.**

This Local Law and the amendments to the Village Sewer Rent Law contained herein shall be effective immediately upon adoption by the Board of Trustees of the Village of Lansing and following publication and posting thereof as required by law.

Trustee Fresinski moved to adopt Local Law 1 and Trustee O'Neill seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John
O'Neill-Aye			
Trustee Lynn Leopold-Aye			

Before Proposed Local Laws B & C could be passed, a SEQR review for each proposed local law must be completed. The Short EAF's for both are attached to the official minutes.

The Mayor and the Board reviewed and completed the SEQR Short EAF for Proposed Local Law B.

**Resolution #4126-Negative Declaration for the SEQR Review of Proposed Local Law B (2005)**

**WHEREAS:**

- A. This matter involves consideration of the following proposed action: Adoption of Proposed Local Law B (2005), to be designated Local Law 2 (2005) upon its adoption, providing for the amendment of the Village of Lansing Zoning Law and Zoning Map to eliminate the Airport Combining District and the requirements and conditions applicable thereto; and
- B. This proposed action is an Unlisted Action for which the Village of Lansing Board of Trustees is an involved agency for the purposes of environmental review; and
- C. On May 2, 2005, the Village of Lansing Board of Trustees, in performing the lead agency function for its independent and uncoordinated environmental review in accordance with Article 8 of the New York State Environmental Conservation Law - the State Environmental Quality Review Act ("SEQR"), (i) thoroughly reviewed the Short Environmental Assessment Form (the "Short EAF"), Part I, and any and all other documents prepared and submitted with respect to this proposed action and its environmental review, (ii) thoroughly analyzed the potential relevant areas of environmental concern to determine if the proposed action may have a significant adverse impact on the environment, including the criteria identified in 6 NYCRR Section 617.7(c), and (iii) completed the Short EAF, Part II;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOW:**

- 1. The Village of Lansing Board of Trustees, based upon (i) its thorough review of the Short EAF, Part I, and any and all other documents prepared and submitted with respect to this proposed action and its environmental review, (ii) its thorough review of the potential relevant areas of environmental concern to determine if the proposed action may have a significant adverse impact on the environment, including the criteria identified in 6 NYCRR Section 617.7(c), and (iii) its completion of the Short EAF, Part II, including the findings noted thereon (which findings are incorporated herein as if set forth at length), hereby makes a negative determination of environmental significance ("NEGATIVE DECLARATION") in accordance with SEQR for the above referenced proposed action, and determines that neither a Full Environmental Assessment Form, nor an Environmental Impact Statement will be required; and
- 2. The Responsible Officer of the Village of Lansing Board of Trustees is hereby authorized and directed to complete and sign as required the Short EAF, Part III, confirming the foregoing **NEGATIVE DECLARATION**, which fully completed and signed Short EAF shall be attached to and made a part of this Resolution.

Trustee Leopold moved this resolution and Trustee Fresinski seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John
O'Neill-Aye			
Trustee Lynn Leopold-Aye			

**Resolution #4127- To Adopt Proposed Local Law B (2005) Amendment of the Village of Lansing Zoning Law and Zoning Map to Eliminate the Airport Combining District and the Requirements and Conditions Applicable Thereto as Local Law #2 (2005)**

Be it enacted by the Board of Trustees of the Village of Lansing as follows:

**SECTION I. PURPOSE AND INTENT.**

The purpose and intent of this Local Law is as follows:

- (i) To delete Section 202.13 [entitled "Airport Combining District (AC)"], and Section 305.03 [entitled "Special Conditions for Airport Combining District"] of the Village of Lansing Zoning Law, all so as to eliminate the requirements and conditions applicable to the Airport Combining District (including the special permit requirement for development, construction and/or uses in such District), it having been determined that such requirements and conditions are no longer necessary;

- (ii) To delete all other references in the Village of Lansing Zoning Law to “Airport Combining District;”
- (iii) To amend Section 604.02 [entitled “Noise”] of the Village of Lansing Zoning Law so as to modify the manner in which noise levels are to be measured for aircraft activities at the Ithaca Tompkins Regional Airport; and
- (iv) To amend the Village of Lansing Zoning Map such that the area designated as the “Airport Area Combining District” be deleted and all references to the “Airport Combining District” be likewise deleted.

**SECTION II. AMENDMENTS.**

**A.** The Table of Contents of the Village of Lansing Zoning Law is hereby amended so as to delete under Article 200 [District Regulations], Section 202, the listing for Section 202.13 [entitled “Airport Combining District (AC)”], with the listings for Sections 202.14 [entitled “Farm and Craft Market Combining District (FMC)”] and 202.15 [entitled “Human Health Services District (HHSD)”] being re-designated as Sections 202.13 and 202.14 respectively.

**B.** Section 201.01, subsection b [entitled “Combining Districts’] is hereby amended so as to delete in its entirety the reference to

AC Airport Combining District:  
(in accordance with Article 7 of Village Law)

**C.** Section 202.13 [entitled “Airport Combining District (AC)”] of the Village of Lansing Zoning Law is hereby deleted in its entirety, with Sections 202.14 [entitled “Farm and Craft Market Combining District (FMC)”] and 202.15 [entitled “Human Health Services District (HHSD)”] being re-designated as Sections 202.13 and 202.14 respectively.

**D.** Section 304.02 [entitled “Applicability”] is hereby amended so as to delete in the first sentence of the first paragraph thereof the references to “Airport Combining District” and “202.13,” such that such first sentence shall read in its entirety as follows:

A Special Permit is required for all uses designated as “Permitted with Special Permit” in Section 202, all uses occurring in the Flood Hazard and Conservation Combining Districts set forth in Sections 202.11 and 202.12, and all Largescale Developments as defined in Section 307 of this Law.

**E.** Section 305.03 [entitled “Special Conditions for Airport Combining District”] of the Village of Lansing Zoning Law is hereby deleted in its entirety.

**F.** Section 604.02 [entitled “Noise”] of the Village of Lansing Zoning Law is hereby amended such that the first and third paragraphs thereof shall read in their entirety as follows:

Noise is to be measured on any property line of the tract on which the operation is located, except that when measuring noise levels for aircraft activities at the Ithaca Tompkins Regional Airport, measurements are to be taken at the location at which a determination is to be made as to whether the noise level exceeds that permitted by this law.

For measuring aircraft noise levels related to the Ithaca Tompkins Regional Airport as indicated above, the maximum permissible sound-pressure levels must not exceed 65 dB (A) decibel level for more than 8 hours per 24 hours, and for residential zones they must not exceed 45 dB (A) for more than 30 minutes during the night time hours from 11:00 p.m. to 7:00 a.m.

**G.** The Village of Lansing Zoning Map is hereby amended such that (i) the area designated as the “Airport Area Combining District” be deleted, and (ii) all references to the “Airport Combining District” be deleted.

**H.** Any and all current references in the Village of Lansing Zoning Law to the “Tompkins County Airport” are hereby deemed amended so as to refer instead to the “Ithaca Tompkins Regional Airport.”

**SECTION III. EFFECTIVE DATE.**

This Local Law shall be effective ten (10) days after publication and posting as required by law, except that it shall be effective from the date of service as against a person served with a copy thereof, certified by the Village Clerk, and showing the date of its passage and entry in the Minutes of the Village Board of Trustees.

Trustee Leopold moved this resolution and Trustee Fresinski seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John
O’Neill-Aye			
Trustee Lynn Leopold-Aye			

The Mayor and the Board reviewed and completed the SEQR Short EAF for Proposed Local Law C.

Resolution #4128- Negative Declaration for the SEQR Review of

Proposed Local Law C (2005)

WHEREAS:

- D. This matter involves consideration of the following proposed action: Adoption of Proposed Local Law C (2005), to be designated Local Law 3 (2005) upon its adoption, providing for the amendment of the Village of Lansing Zoning Law and Zoning Map so as to reflect the extension further to the north of the northerly boundary of the Human Health Services District (HHSD) and to more precisely establish the location of such relocated northerly boundary and all other boundaries of such District; and
- E. This proposed action is an Unlisted Action for which the Village of Lansing Board of Trustees is an involved agency for the purposes of environmental review; and
- F. On May 2, 2005, the Village of Lansing Board of Trustees, in performing the lead agency function for its independent and uncoordinated environmental review in accordance with Article 8 of the New York State Environmental Conservation Law - the State Environmental Quality Review Act ("SEQR"), (i) thoroughly reviewed the Short Environmental Assessment Form (the "Short EAF"), Part I, and any and all other documents prepared and submitted with respect to this proposed action and its environmental review, (ii) thoroughly analyzed the potential relevant areas of environmental concern to determine if the proposed action may have a significant adverse impact on the environment, including the criteria identified in 6 NYCRR Section 617.7(c), and (iii) completed the Short EAF, Part II;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOW:

- 1. The Village of Lansing Board of Trustees, based upon (i) its thorough review of the Short EAF, Part I, and any and all other documents prepared and submitted with respect to this proposed action and its environmental review, (ii) its thorough review of the potential relevant areas of environmental concern to determine if the proposed action may have a significant adverse impact on the environment, including the criteria identified in 6 NYCRR Section 617.7(c), and (iii) its completion of the Short EAF, Part II, including the findings noted thereon (which findings are incorporated herein as if set forth at length), hereby makes a negative determination of environmental significance ("NEGATIVE DECLARATION") in accordance with SEQR for the above referenced proposed action, and determines that neither a Full Environmental Assessment Form, nor an Environmental Impact Statement will be required; and:
- 2. The Responsible Officer of the Village of Lansing Board of Trustees is hereby authorized and directed to complete and sign as required the Short EAF, Part III, confirming the foregoing NEGATIVE DECLARATION, which fully completed and signed Short EAF shall be attached to and made a part of this Resolution.

Trustee Fresinski moved this resolution and Trustee Leopold seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye                      Trustee Larry Fresinski-Aye                      Trustee Frank Moore- Aye                      Trustee John O'Neill-Aye  
Trustee Lynn Leopold-Aye

Resolution #4129- To Accept Proposed Local Law C (2005) as Local Law 3 (2005) To Amend the Village of Lansing Zoning Law and Zoning Map to Extend Further to the North the Northerly Boundary of the Human Health Services District and to More Precisely Describe the Boundaries of the Human Health Services District

Be it enacted by the Board of Trustees of the Village of Lansing as follows:

SECTION I. PURPOSE AND INTENT.

The purpose and intent of this Local Law is to amend the Village of Lansing Zoning Law and Zoning Map so as to reflect the extension further to the north of the northerly boundary of the Human Health Services District (HHSD) and to more precisely establish the location of such relocated northerly boundary and all other boundaries of such District, it having been determined that (i) the additional area to be added to the Human Health Services District (HHSD) is required and appropriate to better serve the purposes of that District, and (ii) the addition of such area to the Human Health Services District (HHSD) will not have any undue adverse effect upon any adjoining Zoning District from which such area will be removed.

SECTION II. AMENDMENTS.

The Village of Lansing Zoning Law and Zoning Map are hereby amended so as to (i) provide for the extension further to the north of the northerly boundary of the Human Health Services District (HHSD) and (ii) more precisely establish the location of such relocated northerly boundary and all of the boundaries of the Human Health Services District (HHSD), such boundaries hereby being specifically described as follows:

Beginning at a point South 88 degrees 24 minutes West a distance of 300 feet, more or less, along the southerly corporation line of the Village of Lansing (being the division line between the Village of Lansing and the Town of Ithaca) from the intersection of such corporation line with the approximate westerly right of way line of Warren Road; thence North 00 degrees 24 minutes West crossing Uptown Road, and extending along the westerly boundary lines of Parcel A [tax parcel 46.1-6-6.21 (now or formerly of Arleo)] and Parcel B [(part of tax parcel 46.1-6-6.22 -- now or formerly of Cornell University)], as such Parcels A and B are set forth on a certain survey map entitled "Subdivision Map Showing Lands of Cornell University" dated August 26, 1993 and last revised February 23, 1994, by T.G. Miller P.C. (which map is filed in the Village of Lansing and the Tompkins County Clerk's Office), to a point marked by an existing iron pin at the northwest corner of said Parcel B; thence north 89 degrees 42 minutes East along the northerly boundary line of said Parcel B a distance of 245 feet to a point at the intersection of such northerly boundary with the approximate westerly right of way line of Warren Road; thence North 89 Degrees 58 minutes East crossing Warren Road and continuing a total distance of 1035 feet to a point; thence South 02 degrees 55 minutes East crossing Arrowwood Drive and continuing a total distance of 838 feet to a point in the aforesaid southerly corporation line of the Village of Lansing; thence South 88 degrees 24 minutes West along said southerly corporation line of the Village of Lansing crossing Warren Road and continuing a total distance of 1317 feet to the point or place of beginning.

The aforesaid description is based upon a certain map entitled "Zone Map Showing Proposed Parcel to be Re-Zoned Human Health Services District Village of Lansing, Tompkins County, New York," dated March 25, 2005, and prepared by T.G. Miller, P.C., Engineers and Surveyors, a copy of which is on file with the Village of Lansing.

**SECTION III. EFFECTIVE DATE.**

This Local Law shall be effective ten (10) days after publication and posting as required by law, except that it shall be effective from the date of service as against a person served with a copy thereof, certified by the Village Clerk, and showing the date of its passage and entry in the Minutes of the Village Board of Trustees.

Trustee Fresinski moved this resolution and Trustee Leopold seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye                      Trustee Larry Fresinski-Aye                      Trustee Frank Moore- Aye                      Trustee John  
O'Neill-Aye  
Trustee Lynn Leopold-Aye

Next was the Annual Organizational Meeting.

**2005 Organizational Meeting**

RESOLUTION #4130-Appointment of Member to Planning Board

Be it RESOLVED, that the Board of Trustees hereby appoints Edward Hickey as Chair of the Planning Board for a five-year term that will expire at the end of the Village's official year in 2010.

Trustee Leopold moved to appoint Edward Hickey to the Planning Board.  
Trustee Fresinski seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye                      Trustee Larry Fresinski-Aye                      Trustee Frank Moore- Aye                      Trustee John  
O'Neill-Aye  
Trustee Lynn Leopold-Aye

John Piscopo has moved and at this time there was no one to appoint as an alternate. The Planning Board should have a recommendation by the May 16<sup>th</sup> meeting. The Mayor should in the near future also have recommendations for BZA members. Lorraine Johnson is moving to Washington soon but will be present for the May BZA meeting. Don indicated that he did not think it would be appropriate to appoint John Dennis as an alternate to the BZA due to his travel schedule. We have willing candidates who should fill these positions at the next Board of Trustees meeting.

RESOLUTION #4131-Appointment of Member to Board of Zoning Appeals

Be it RESOLVED, that the Board of Trustees hereby appoints Lorraine Johnson as a member of the Board of Zoning Appeals for a five-year term that will expire at the end of the Village's official year in 2010.

Trustee Leopold moved to appoint Lorraine Johnson to the Board of Zoning Appeals. Trustee O'Neill seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye                      Trustee Larry Fresinski-Aye                      Trustee Frank Moore- Aye                      Trustee John  
O'Neill-Aye  
Trustee Lynn Leopold-Aye

RESOLUTION #4132-Appointment of Clerk/Treasurer

Be it RESOLVED, that the Board authorizes the Mayor to appoint Jodi Dake as Clerk/Treasurer of the Village of Lansing for a two year term that will expire at the end of the Village's official year in 2007.

Trustee Fresinski moved to authorize the Mayor to appoint Jodi Dake as Clerk/Treasurer of the Village of Lansing and Trustee O'Neill seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye                      Trustee Larry Fresinski-Aye                      Trustee Frank Moore- Aye                      Trustee John  
O'Neill-Aye  
Trustee Lynn Leopold-Aye

RESOLUTION #4133-Appointment of Clerk Part Time

Be it RESOLVED, that the Board authorizes the Mayor to appoint Carol Willard as Clerk Part Time of the Village of Lansing for a two year term that will expire at the end of the Village's official year in 2007.

Trustee O'Neill moved to authorize the Mayor to appoint Carol Willard as Clerk Part Time of the Village of Lansing and Trustee Leopold

seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John
O'Neill-Aye			
Trustee Lynn Leopold-Aye			

The Mayor was very hesitant to make this motion because the Ithaca Journal did not even have the election results in the newspaper last week. However, this is the only paper in the area.

RESOLUTION #4134-Official Newspaper of the Village

Be it RESOLVED, that the Ithaca Journal is hereby established as the official paper for the publication of legal notices for the Village of Lansing.

Trustee Leopold moved to establish the Ithaca Journal as the Village's official newspaper. Trustee Fresinski seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John
O'Neill-Aye			
Trustee Lynn Leopold-Aye			

Official Holidays for 2005-06

- July 4<sup>th</sup> Independence Day
- Sept 5 Labor Day
- Oct. 3<sup>rd</sup> Rosh Hashanah
- Jan 16 Martin Luther King Day
- Feb 20 Presidents Day

RESOLUTION #4135-Establishment of Meeting Days

Be it RESOLVED, that the 1<sup>st</sup> and 3<sup>rd</sup> Mondays of the month, at 7:30PM, and the second Wednesday, following the first Monday of the month, at 12:00 noon are hereby established as regular meeting days for the Board of Trustees of the Village of Lansing with the exception of Federally Acknowledged Holidays and Major Religious Holidays.

Trustee Fresinski moved to establish the meeting days. Trustee O'Neill seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John
O'Neill-Aye			
Trustee Lynn Leopold-Aye			

RESOLUTION #4136-Roberts Rules of Order

Be it RESOLVED, that the Board of Trustees hereby adopts Roberts Rules of Order as a procedural guideline for Village meetings.

Trustee O'Neill moved to adopt Roberts Rules of Order as the procedural guidelines for Village meetings. Trustee Moore seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John
O'Neill-Aye			
Trustee Lynn Leopold-Aye			

Municipal Law 77-b, authorizes municipal officials and employees to attend schools, conferences, seminars, etc. Conducted for the benefit of the local government. However, such attendance is not authorized, nor can reimbursement be applied for, unless prior approval of the board of trustees is obtained. It would be appropriate at the organizational meeting to adopt a resolution authorizing certain individuals, by position, to attend meetings.

Resolution #4137-Clerk to NYCOM Fall Training School

Be it Resolved, that the Board of Trustees hereby grants permission for the Clerk/Treasurer, Jodi Dake, to attend the NYCOM Fall Training School

Trustee Fresinski moved to have the clerk/treasurer attend the NYCOM Conference. Trustee Leopold seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John
O'Neill-Aye			

Trustee Lynn Leopold-Aye

Resolution #4138-Code & Zoning Officer to

Be it Resolved, that the Board of Trustees hereby grants permission for the Code & Zoning Officer to attend the following three conferences:

- International Codes Conference
- Planning Federation
- NYSBOC

Trustee O'Neill moved to have the Code & Zoning Officer to attend the three listed Conferences. Trustee Fresinski seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John
O'Neill-Aye			
Trustee Lynn Leopold-Aye			

RESOLUTION #4139-Authorization to Pay Claims prior to Audit

WHEREAS the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges, and

WHEREAS all such claims shall be presented at the next regular meeting of audit,

Be it RESOLVED, that the Village Clerk/Treasurer is hereby authorized to pay claims for utilities, postage, insurance, debt service and Bolton Point's charges for the quarterly water bills prior to audit by the Board of Trustees.

Trustee Leopold moved to authorize the Clerk/Treasurer to pay the above stated bills prior to audit by the Board of Trustees. Trustee O'Neill seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John
O'Neill-Aye			
Trustee Lynn Leopold-Aye			

RESOLUTION #4140-Salary for Board of Trustees

Be it RESOLVED, that the salaries for the Board of Trustees and the Mayor are hereby set at \$4,250 for each member of the Board of Trustees and \$11,000 for the Mayor for the 2005-2006 fiscal year.

Trustee Fresinski moved to establish the salaries for the board members at \$4,250 and for the Mayor at \$11,000. Trustee O'Neill seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John
O'Neill-Aye			
Trustee Lynn Leopold-Aye			

RESOLUTION #4141-Compensation for Planning Board

Be it RESOLVED, that the compensation paid to Planning Board members is hereby set at \$6,000 for the chairman and \$3,000 for each of the four members for the fiscal year 2005-2006.

Trustee O'Neill moved to set the compensation rate for the Planning Board at \$6,000 for the chairman and \$3,000 for each member. Trustee Fresinski seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John
O'Neill-Aye			
Trustee Lynn Leopold-Aye			

Frank questioned why we didn't pay the Board of Zoning Appeal representatives. After discussing this matter, the Board decided that they would review this subject after Jodi does some research on what other municipalities pay their BZA members.

RESOLUTION #4142-Appointment of Elected Member to the Southern Cayuga Lake Intermunicipal Water Commission

Be it RESOLVED, that Donald Hartill is hereby appointed as an elected Village representative to the Southern Cayuga Lake Intermunicipal



Water Commission.

Trustee Leopold moved to appoint Donald Hartill as the elected S.C.L.I.W.C representative. Trustee Fresinski seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John O'Neill-Aye
Trustee Lynn Leopold-Aye			

RESOLUTION #4143-Appointment of Non-elected Member to the Southern Cayuga Lake Intermunicipal Water Commission

Be it RESOLVED, that Michael Newman is hereby appointed as non-elected Village representative to the Southern Cayuga Lake Intermunicipal Water Commission.

Trustee O'Neill moved to appoint Michael Newman as the non-elected S.C.L.I.W.C representative. Trustee Fresinski seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John O'Neill-Aye
Trustee Lynn Leopold-Aye			

RESOLUTION #4144-Mileage Reimbursement Rate

Be it RESOLVED, that the mileage reimbursement rate to Village employees using personal cars for Village business shall be the federally approved mileage reimbursement rate.

Trustee Leopold moved to set the mileage reimbursement rate at the federally approved mileage reimbursement rate. Trustee Fresinski seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John O'Neill-Aye
Trustee Lynn Leopold-Aye			

RESOLUTION #4145-Procurement Policy

WHEREAS, Section 104-b of the General Municipal Law requires the governing body of every municipality to adopt a procurement policy for all goods and services which are not required by law to be publicly bid, and

WHEREAS, the Villages procurement policy which was approved on January 7, 1992 states that there will be an annual review of the policy, therefore

Be it RESOLVED, that the Board of Trustees have reviewed the current procurement policy and do hereby adopt the procurement policy

Trustee Fresinski moved to adopt the Procurement Policy. Trustee O'Neill seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John O'Neill-Aye
Trustee Lynn Leopold-Aye			

Resolution#4146-Investment Policy

Be it RESOLVED, that the Board of Trustees have reviewed the current investment policy and do hereby adopt the investment policy

Trustee Fresinski moved to adopt the Investment Policy. Trustee O'Neill seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John O'Neill-Aye
Trustee Lynn Leopold-Aye			

RESOLUTION #4147-Designation of Depositories

WHEREAS the board of trustees has determined that Village Law 4-412(3)(2) requires the designation of banks or trust companies for the deposit of all village monies;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees does hereby designate the following institutions as depositories of all moneys received by the village treasurer, clerk, and receiver of taxes.

Tompkins Trust Company  
M&T Bank  
Chase Manhattan Bank

Section 2. That this resolution shall take effect immediately.

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

Mayor Donald Hartill-Aye                      Trustee Larry Fresinski-Aye                      Trustee Frank Moore- Aye                      Trustee John  
O'Neill-Aye  
Trustee Lynn Leopold-Aye

Jodi presented the following Capital Assets Policy to the Board:

### **Proposed Capital Assets Policy**

Purpose

The purpose of this policy is to establish general principles for the management of Village-owned capital assets. The policy establishes procedures to be followed in the recording and disposition of these assets. Procedures to be followed when purchasing capital assets can be found in the Procurement Policy.

#### Types of Capital Assets

Capital assets are items that have a useful life of at least 2 years and a value of: \$2,000 or more for equipment (vehicles, office equipment, etc.), \$20,000 for building, and building improvements, and infrastructure assets. All land will be capitalized. They are permanent in nature, tangible, and held for purposes other than investment or resale. Capital assets addressed in this policy are equipment, buildings, building improvements, land, computer software, and infrastructure assets.

- Equipment is either moveable or fixed. Moveable equipment is not permanently affixed to or part of a building. Some moveable equipment consists of more than one component, such as a computer, monitor, and keyboard, etc. The entire unit should be recorded as a single asset. Fixed equipment is permanently affixed to a building but is separate from the building itself. Examples are wall-to-wall carpeting, built-in cabinets, and water fountains.
- Buildings and building improvements can include equipment items that are installed as an essential part of the structure, such as plumbing; electrical, heating and cooling systems; elevators; and boilers. Building improvements add function or significantly extend the useful life of the structure. Costs that do not meet this requirement should be expensed as repairs and maintenance.
- Infrastructure assets include water and sewer lines, streets, bridges, sidewalks and parking lots. Sidewalk and parking lots that are ancillary to a building will be considered part of the building. Improvements that add function or significantly extend the useful life of the structure should be capitalized. Costs that do not meet this requirement should be expensed as repairs and maintenance.

Assets that are accounted for under a grant or contract must comply with all contractual obligations set forth in the agreement.

#### Capital Asset Valuation

The value of the asset should include the purchase price, transportation costs, installation costs, value received from a trade-in, and any other direct expenses incurred by the Village in obtaining the asset. Assets that are donated to the Village should be valued at the fair market value of the asset on the date of donation.

Assets purchased under a capital lease must be valued at the current market value and should not include any interest. Items acquired with an operating lease are not considered capital assets. The expense is considered rent. A lease is a capital lease if any of the following conditions exist:

1. Ownership transfers to the Village at the end of the lease.
2. The lease contains a bargain purchase option.
3. The lease period is at least 75% of its useful life.
4. The present value of the lease payments is at least 90% of fair market value.

#### Depreciation

Depreciation will be calculated using the straight-line method over the estimated useful life of the asset, assuming a zero salvage value. Useful life will be in accordance with the State of New York Office of the State Comptrollers Local Government Management Guide.

#### Conducting Physical Inventories

A physical inventory of all moveable equipment should be conducted every 2 years. The purpose of a physical inventory is to verify the existence and condition of equipment and ensure the accuracy of the Village's accounting records. The basis for the inventory reports is the capital assets system maintained by the *Clerk/Treasurer*. All dispositions and transfers between departments should be communicated to *Clerk/Treasurer* throughout the year to maintain accuracy of these records. The physical inventory process will reveal discrepancies between recorded data and physical assets and provide an opportunity to make corrections.

The *Clerk/Treasurer* will supply current equipment inventory listings to the departments. During the inspection of equipment, note items found and not on the list, items appearing on the inventory list that have since been disposed of, (include disposition date and method of disposal), any corrections regarding

location, description, status, condition, etc.

The inventory listing must be signed by the department manager and returned with the list to *the Clerk/Treasurer*.

Dispositions

When a department no longer has a need for an item of equipment, it must be surplus by the Board of Trustees passing a resolution. Departments are not authorized to give Village equipment items to private individuals or organizations. Surplus equipment can be offered for sale to the general public. Prior to disposing of computer equipment, all information or software specific to, or the property of the Village should be removed from the equipment.

Assets donated by individuals that are valued at \$5,000 or more, which are disposed of within two years of the date of the gift, are subject to reporting to the Internal Revenue Service. Contact *the Clerk/Treasurer* for the required procedures for any such disposal.

Jodi explained that for GASB 34 we had to establish a policy which will establish dollar values and useful lives for equipment and infrastructure, and how it will be depreciated. This is for reporting purposes. The Village will still need to follow Procurement Policy and property cards will still be completed for any equipment purchased for over \$500.

Resolution#4148-Capital Assets Policy

Be it RESOLVED, that the Board of Trustees hereby adopts the Capital Assets Policy

Trustee Fresinski moved to adopt the Capital Assets Policy. Trustee O'Neill seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John
O'Neill-Aye			
Trustee Lynn Leopold-Aye			

Don stated that he sat in on the first part of the N. Triphammer Road Reconstruction monthly meeting. He is discouraged with the utility companies' lack of performance. It is having a significant impact on the project. We could be facing July before any real earth moving begins. Don will make some phone calls to see if the utility companies can get moving faster. Don hopes that the pavement will be completed this year. There may be a cost overrun if it is not completed this year.

The Kline Road Sewer Bypass has not started yet. The Mayor was unsure why. There has been no word from the NYSDOT regarding running the proposed Town of Lansing sewer line down the north side of East Shore Drive.

The Town of Lansing started brush pick up today. Don will be working with John Courtney on a to do list. John O'Neill stated that the neighbors have been pessimistic over past years and now they are seeing that things are being taken care of and they are optimistic.

O'Neill asked if we could do anything about neighbors along the Greenway trails who have sheds and are stacking stuff behind them. Doris Brown thought that Cayuga Heights has a law like this. David Dubow didn't think that we could dictate to someone how to use his or her property unless it is a nuisance or there is some provision of law that is being violated. Dubow quoted Section 104.26 from the Zoning Law and stated that Ben Curtis would be the enforcer of such an issue.

John O'Neill has been designated the liaison to the Lansing Fire Commission.

There have been two instances where the mail has caused residents to not pay their water bill on time because they are not receiving them. Mr. Phillips and Mr. Mehrer have both asked the Village to forgive their finance charges this one time.

Resolution #4149-To Remove Water and Sewer Finance Charges for the	Following Accounts:
N1745-Phillips, 29 Highgate Circle for \$6.62	
N1804-Mehrer, Cayuga Heights Rd. for \$32.87	

Trustee Fresinski moved to accept this resolution. Trustee Leopold seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye	Trustee Larry Fresinski-Aye	Trustee Frank Moore- Aye	Trustee John
O'Neill-Aye			
Trustee Lynn Leopold-Aye			

Lynn stated that she has scheduled the first sewer committee meeting for May 12<sup>th</sup> at 5pm. They may have a second meeting on May 20<sup>th</sup>. Frank has provided her with the ABC's of sewer, which has been very helpful. Lynn asked if she could invite either Jim Bloom from Stearns & Wheeler or Dave Herrick from TG Miller. The Mayor thought that the committee should first have a couple of meetings and then they could be invited. Lynn explained that they will have a roundtable discussion of what the problems are. They will decide what the Village's interests are, not the Town's. Don reminded them that anything we put in the ground we have to pay for. We need to decide what our role is financially. We don't want to pay for anything more than we use. Don is concerned that the funding will disappear if we don't resolve this shortly. We also must have a defined project before we can ask for more money. Frank stated that the Town of Lansing is pushing for a meeting with the DEC to review progress.

Motion- To Adjourn

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

Mayor Donald Hartill-Aye  
O'Neill-Aye  
Trustee Lynn Leopold-Aye

Trustee Larry Fresinski-Aye

Trustee Frank Moore- Aye

Trustee John

The meeting adjourned at 9:15 PM.

Jodi  
Dake  
Clerk/Treasurer