

Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Monday, May 3, 2010, in the Village Office.

Present: Deputy Mayor, Larry Fresinski; Trustees Lynn Leopold, John O'Neill, and Julie Baker; Clerk/Treasurer, Jodi Dake; Attorney David Dubow; Planning Board Member Mario Tomei.

Deputy Mayor Fresinski called the meeting to order at 7:35pm and opened the public comment period. Joan Lovejoy indicated that she was representing the Community Party as an observer. Dan Veaner stated that the Town of Lansing was having an Art Show at the Town Hall and Library on Saturday, May 15th.

Motion-To Close the Public Comment Period

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

Trustee Larry Fresinski-Aye	Trustee John O'Neill -Aye
Trustee Julie Baker-Aye	Trustee Lynn Leopold-Aye

Next on the agenda was to approve the minutes from April 15th & 19th.

Motion - To Approve the Minutes from April 15th & 19th, 2010

Trustee O'Neill 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:

Trustee Larry Fresinski-Abstain	Trustee Julie Baker-Aye
Trustee Lynn Leopold-Aye	Trustee John O'Neill-Aye

The next item on the agenda was the Village's Annual Organizational Meeting.

2010 Organizational Meeting

RESOLUTION # 5608-Appointment of Chairman to Planning Board

Be it RESOLVED, that the Board of Trustees hereby appoints Mario Tomei as Planning Board Chairman to replace retiring Chairman Edward Hickey, which appointment will expire at the end of the Village's official year in 2012.

Trustee Leopold moved to appoint Mario Tomei as Chairman of the Planning Board.

Trustee O'Neill seconded the motion. A vote was taken:

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O'Neill -Aye
Trustee Lynn Leopold-Aye

RESOLUTION #5609-Appointment of Member to Planning Board

Be it RESOLVED, that the Board of Trustees hereby appoints Lisa Schleelein as a Planning Board Member for a term that will expire at the end of the Village's official year in 2015.

Trustee Baker moved to appoint Lisa Schleelein to the Planning Board.
Trustee Leopold seconded the motion. A vote was taken:

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O'Neill -Aye
Trustee Lynn Leopold-Aye

RESOLUTION #5610 -Appointment of Alternate Member to Planning Board for a Period of One Year

Be it RESOLVED, that the Board of Trustees hereby appoints Edward Hickey as an Alternate member of the Planning Board for a one-year term.

Trustee Leopold moved to appoint Edward Hickey as an alternate to the Planning Board. Trustee O'Neill seconded the motion. A vote was taken:

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O'Neill -Aye
Trustee Lynn Leopold-Aye

RESOLUTION #5611-Appointment of Member to Board of Zoning Appeals

Be it RESOLVED, that the Board of Trustees hereby appoints David Newman 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 2015.

Trustee Baker moved to appoint David Newman to the Board of Zoning Appeals.
Trustee Leopold seconded the motion. A vote was taken:

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O'Neill -Aye
Trustee Lynn Leopold-Aye

RESOLUTION #5612 -Appointment of Dolores Adler as Alternate Member to BZA for a Period of One Year

Be it RESOLVED, that the Board of Trustees hereby appoints Dolores Adler as an Alternate member of the Board of Zoning Appeals for a one-year term.

Trustee Leopold moved to appoint Dolores Adler as an alternate to the Board of Zoning Appeals. Trustee Baker seconded the motion. A vote was taken:

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O'Neill -Aye
Trustee Lynn Leopold-Aye

RESOLUTION #5613 -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 O'Neill moved to establish the Ithaca Journal as the Village's official newspaper. Trustee Leopold seconded the motion. A vote was taken:

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O'Neill -Aye
Trustee Lynn Leopold-Aye

The following list is the Official Holidays for 2010-11:

July 5th-Fourth of July Observed
Sept 6 Labor Day
Jan 17 Martin Luther King Day
Feb 21 Presidents Day
April 18th First Day of Passover

RESOLUTION #5614-Establishment of Meeting Days

Be it RESOLVED, that the 1st and 3rd Mondays of the month, at 7:30PM, and the second Thursday, 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 Leopold moved to establish the meeting days. Trustee O'Neill seconded the motion. A vote was taken:

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O'Neill -Aye
Trustee Lynn Leopold-Aye

RESOLUTION #5615 -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 Baker moved to adopt Roberts Rules of Order as the procedural guidelines for Village meetings. Trustee O'Neill seconded the motion. A vote was taken:

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O'Neill -Aye
Trustee Lynn Leopold-Aye

Municipal Law 77-b, authorizes municipal officials and employees to attend schools, conferences, seminars, ect. 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 #5616-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 in September, 2010.

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

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O'Neill -Aye
Trustee Lynn Leopold-Aye

RESOLUTION#5617-Code & Zoning Officer to Code Training in Montour Falls in May and Planning Federation Training in the fall.

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

Code Training in Montour Falls in May and Planning Federation Training in the fall

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

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O'Neill -Aye
Trustee Lynn Leopold-Aye

RESOLUTION #5618 -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 Baker seconded the motion. A vote was taken:

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O'Neill -Aye
Trustee Lynn Leopold-Aye

RESOLUTION #5619-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 2010-2011 fiscal year.

Trustee Baker 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:

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O'Neill -Aye
Trustee Lynn Leopold-Aye

RESOLUTION #5620-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 2010-2011.

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

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O'Neill -Aye
Trustee Lynn Leopold-Aye

RESOLUTION #5621 -Compensation for Board of Zoning Appeals

Be it RESOLVED, that the compensation paid to BZA members is hereby set at \$50 per meeting for each of the five members for the fiscal year 2010-2011.

Trustee O'Neill moved to set the compensation rate for the BZA members at \$50 per meeting for each member. Trustee Leopold seconded the motion. A vote was taken:

Trustee Larry Fresinski-Aye	Trustee John O'Neill -Aye
Trustee Julie Baker-Aye	Trustee Lynn Leopold-Aye

RESOLUTION #5622 -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 Baker seconded the motion. A vote was taken:

Trustee Larry Fresinski-Aye	Trustee John O'Neill -Aye
Trustee Julie Baker-Aye	Trustee Lynn Leopold-Aye

RESOLUTION #5623-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 Baker moved to appoint Michael Newman as the non-elected S.C.L.I.W.C representative. Trustee O'Neill seconded the motion. A vote was taken:

Trustee Larry Fresinski-Aye	Trustee John O'Neill -Aye
Trustee Julie Baker-Aye	Trustee Lynn Leopold-Aye

RESOLUTION #5624-Appointment of Diane Schmidt as a Member of the Tompkins County Youth Board for a Three Year Term ending 2013

Be it RESOLVED, that Diane Schmidt is hereby appointed as a member of the Tompkins County Youth Board for a three year term.

Trustee Leopold moved to appoint Diane Schmidt as a member of the Tompkins County Youth Board. Trustee Baker seconded the motion. A vote was taken:

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O'Neill -Aye
Trustee Lynn Leopold-Aye

RESOLUTION #5625-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 O'Neill seconded the motion. A vote was taken:

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O'Neill -Aye
Trustee Lynn Leopold-Aye

The current rate is \$.55 per mile.

The Procurement policy was last amended in December 2009. At that time the competitive bidding amount for public works projects was increased to \$35,000.

RESOLUTION #5626 -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 Baker moved to adopt the Procurement Policy. Trustee Leopold seconded the motion. A vote was taken:

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O'Neill -Aye
Trustee Lynn Leopold-Aye

The Investment Policy was last amended in November 2009.

RESOLUTION#5627-Investment Policy

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

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

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O’Neill -Aye
Trustee Lynn Leopold-Aye

The Capital Assets Policy was created in May 2005 to meet the requirements of GASB 34. A copy of this policy was given to the Trustees since it is not available online.

RESOLUTION#5628-Capital Assets Policy

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

Trustee Baker moved to adopt the Capital Assets Policy. Trustee Leopold seconded the motion. A vote was taken:

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O’Neill -Aye
Trustee Lynn Leopold-Aye

RESOLUTION #5629-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
JP Morgan Chase Bank
First Niagara

Section 2. That this resolution shall take effect immediately.

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

Trustee Larry Fresinski-Aye
Trustee Julie Baker-Aye

Trustee John O’Neill -Aye
Trustee Lynn Leopold-Aye

During general discussion, John O’Neill stated that he attended the Town of Lansing Town Board meeting on April 21st. He reported that Warren Road is closed from

Hillcrest Rd. to Asbury Drive for approximately three week. They are rebuilding that section of Warren Road. He also reported that a stand alone plant for a Town development project has been approved by DEC and the Town of Lansing is waiting on grants.

Julie Baker asked how long it had been since we did a mailing of the newsletter. Jodi Dake responded that the first electronic newsletter went out March 2008. Julie asked how we could get the newsletter information to more people. Jodi stated that when the Village switched to the electronic newsletter a card was sent to every Village address informing them that they could either sign up online to receive the newsletter or call the office to be placed on a mailing list to receive a paper copy. Currently, we have approximately 60 households that receive the newsletter by mail. Larry thought that there were approximately 200 people signed up to receive electronic notices. There are also newspaper articles that go into the Ithaca Journal on important events such as brush pick up, elections and meetings. Jodi suggested that for the next newsletter we do a media blast. We'll try to get extra coverage in the newspaper and on the radio. It was also suggested that we put a sign out front informing the residents of the newsletter.

Julie also stated that she spoke with Gerald Monaghan of 15 Beckett Way who is concerned with the activities that go on in the strip between the Shops at Ithaca Mall and Shannon Park. Lynn suggested that we cut some trees and brush in that area so it isn't so secluded. Jodi stated that we can only do work there if we own the property or if we have an easement. Jodi will contact John Courtney and have him go down and look at the area to see if the path can be widened and opened up. It was also suggested that we have Ben Curtis look back to see if the path was a requirement for the Shannon Park PDA.

Lynn stated that the NYS stormwater management report that needs to be completed each year is worse than last year. In addition, she indicated that under the 2002 Permit we have to have a Stormwater Management Plan. Lynn will be working with Ben Curtis and John Courtney to reference the proposed Illegal Discharge Detection and Elimination law, and describe how we will meet our requirements. (Lynn, feel free to elaborate here.) Lynn would like to have the Stormwater Management Public Information session at the Board of Trustees meeting on May 17th. At that time she will present an executive summary. Lynn likes the education aspect of the State requirements, but doesn't like all this reporting. The Stormwater Coalition is still trying to get paid the grant money they have been promised over the last several years. Jodi stated that the Village has not received any stormwater grant monies, nor does she have any invoices through the Village that state money is owed to us. Lynn will research this.

Larry Fresinski announced that he will be moving to Las Vegas once he sells his house. He will continue on the Board until he moves.

Motion- To Adjourn

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

Trustee Larry Fresinski-Aye
Trustee Lynn Leopold-Aye

Trustee Julie Baker-Aye
Trustee John O'Neill-Aye

The meeting adjourned at 8:47 pm.

Jodi Dake
Clerk/Treasurer