

Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Thursday, October 11, 2012, in the Village Office.

PRESENT: Mayor Donald Hartill; Trustees John O'Neill, Patricia O'Rourke, Julie Baker and Lynn Leopold; Clerk/Treasurer, Jodi Dake; Code & Zoning Officer, Marty Moseley; Supt. of Public Works, John Courtney; Asst. Supt. of Public Works Adam LaLonde; MEO, Nolan Hatfield.

Mayor Hartill called the meeting to order at 12:15 pm.

Courtney announced that he has delayed the Dart Project that was to be done this fall because he thought the construction of the new Village Office was going to start this fall. One of the issues he has is with the 60 mailboxes on Dart Drive. He will call the Post Office to see if the mailboxes can be moved to the other side of the road instead of buying 60 temporary barrels to place mailboxes on. John plans to look at a project in Cortland that included some details that would help figure out drainage details for the edge of Dart Drive.

Courtney stated that in 2005, when he first started, the Village paved many roads including Leifs Way, Janivar Drive, Highgate NE, Craft, Ascot Place, Hemlock Lane, Cedar Lane, Esty Dr. and Wakefield/Churchill. Now that it has been ten years, he would like to start over with these roads next summer since he is starting to see some cracking. He feels next summer will be very busy.

The Highway Department has been replacing street signs and getting ready to do snow fencing. They are preparing the salt shed to be painted. They may try and put a tin roof on the salt shed still this fall. There is a hydrant to replace on Brown Road that he feels will take a few days because it is 10 feet deep and there are lots of utilities in that area. They will be working on the trucks to get them ready for winter. There was a water break by the post office that they repaired this summer, but the County wasn't happy with the patch that was done and the bump in the road. The Village of Cayuga Heights came and ground the bump down and next spring we will have it milled out and paved.

Two things that need to be resolved are the clothing allowance and call in time issues. Currently, the Highway Department uses Coyne for uniforms and towels. The issue to cancel the service was brought up a few months ago and Jodi presented the Board with an analysis of what it was currently costing the Village and what other municipalities were doing. John then checked into other businesses that also provide that service. Adam stated that he is the only one that uses the uniform service provided by Coyne despite the fact that the Village is paying for uniforms for all three guys. Adam feels that a clothing allowance would get us more bang for our buck. The Board decided to go with a clothing allowance. Jodi stated that there are details that need to be worked out such as how much each employee can spend, what the money can be used for, and how it is going to be paid

for. John still wanted to go with a laundry service for rags and continuous towels. He stated that the other companies are hungry for our business. The best quote he got was for \$38 with a five year contract. The Board suggested he look into getting a contract for only a year or two. Jodi questioned whether the rags could be bought cheaper than that.

The next issue was giving the employees a three hour minimum if they are called in. Jodi stated that she has found out that this has been going on in the Highway Department, but unless the Board passes a resolution to accept this it can not be given. John feels this is an incentive for being on call. Mayor Hartill doesn't think there is a big impact. John stated that most of the time when the guys are called in it is for snow plowing or a water break, and they are usually here more than three hours. But if an accident happens and a stop sign has to be replaced, at least the guys would get three hours as an incentive. It was decided that this three hour minimum call-in would apply to hourly positions only.

Resolution #5912- To Update the Employee Manual to Give Hourly Employees a Minimum Emergency Call-In Pay of Three Hours

Trustee Baker moved this resolutions and Trustee Leopold seconded the motion.

Mayor Donald Hartill-Aye	Trustee Lynn Leopold-Aye
Trustee Julie Baker-Aye	Trustee John O'Neill -Aye
Trustee Patricia O'Rourke-Aye	

Resolution #5913- To Update the Employee Manual to Set the Employees Clothing Allowance at a Maximum of \$600 per Budget Year. This Allowance Will Be for Work Clothes Including Carhart Jackets/Bibs, Pants, Shirts, Sweatshirts and Steel Toe Safety Shoes. A Village of Lansing Charge Account will be Set Up at Homer Men & Boys and Tractor Supply. Purchases From Other Places Will Be Purchased by the Employee and Reimbursed by the Village on a Submitted Voucher with Receipt.

Trustee O'Rourke moved this resolutions and Trustee Leopold seconded the motion.

Mayor Donald Hartill-Aye	Trustee Lynn Leopold-Aye
Trustee Julie Baker-Aye	Trustee John O'Neill -Aye
Trustee Patricia O'Rourke-Aye	

Adam stated that they have been replacing the wooden road street signs with green high visibility signs which are legally required.

John O'Neil will be attending the Town of Lansing Planning meeting next week.

Julie Baker stated that she met with Richard Durst and John Kanter on Tuesday night to discuss the Comprehensive Plan. Julie asked what the format will be for Monday night's meeting. Hartill stated that he and Dubow will express what they think should be done. We will start at page 1 of the Comprehensive Plan and work our way through. The Boards needs to be careful because many suggestions that are presented by the public may be illegal for the Village to do.

Julie asked if we should consider doing a survey. Mayor Hartill stated that when we mailed the last survey we had about a 10% response. Julie questioned whether a random sample phone interview would work. We may also consider a survey not only related to the Comprehensive Plan, but also on other Village issues. The real question is how to engage more with people. Jodi stated that the Village is doing a good job of communicating to the public. The Comprehensive Plan is being discussed at the open Board meetings. The Board has asked for input, there are articles in the newsletter and Town newsletter, information is on the web page, a message has been emailed, and the staff has worked hard on getting the word out. Questions are being answered every day at the Village Office. If the staff can't answer the question then they are forwarded to the Mayor or Boards. We are very open here in the Village Office. You can't make people get involved if they don't want to. Don added that we are efficient and have one of the lowest tax rates of any Village. Usually, when people aren't involved it's because you are doing a good job.

Leopold stated that she attended the Town of Lansing meeting last night where they are also talking about their Comprehensive Plan. Their homework was to name the top five issues that need updating. A lot of the items that were brought up, like fracking, were not in their current Comprehensive Plan. Their timeline is one year and there is no talk of them doing a survey. Hartill stated that one has to be careful of what is your return on investment. He is afraid you won't get that here. Julie stated that if we don't do a survey people will perceive us as being secretive and closed doored. Hartill stated that we should be careful of managing expectations. A Comprehensive Plan has no legal force, it is meant for guidance. Marty stated that the Planning Board uses it for guidance. If there is a change of administration this would be used as a guideline.

Lynn feels we should also have a plan if the railroad decides to sell their railroad bed. Don stated that now that we have access down to the Lake at Bolton Point we will look into paying the railroad to access Poison Ivy Point.

Hartill stated that there was a bit of sticker shock when we received the bids on the Village Office Project. Don's basic feeling is that there isn't much we can do. Don will get together with Vince of QPK to discuss options. When we rebid the next time we will have a contract requirement to provide recommendations.

The Water Project is now completed. LRS has not provided us with documentation yet so we do not have a final payment included in this months vouchers. Don stated that the Town budget will not have snow plowing included in the Whole Town budget for next

year since we do our own plowing. There are also some sewer issues that need to be cleaned up with the Village of Cayuga Heights and Town of Lansing.

Jodi stated that the Village of Cayuga Heights (VCH) looked at the resolution to adjust sewer charges this Board passed Oct. 1st for a Village resident, but didn't act on it. Don Edwards also attended the VCH meeting to voice his sewer concerns. With this new billing method there are many issues that the VCH will have to work out. The Fall Newsletter has gone out. The updated tax program will generate a list of all new owners since June, so Jodi also sent a welcome letter and a copy of the newsletter to those new residents. About 50 newsletters were also mailed out to people that request to receive paper copies, some residents have picked them up when they came in to pay their water bill, and it is also on the web page.

Patricia O'Rourke stated that she is meeting with Lisa Schleelein to discuss their section of the Comprehensive Plan. Don warned the Board that they will need a fair amount of patience as we go through this process.

Moseley stated that the plans for JoAnn Fabrics at Cayuga Mall have arrived in his office. 1 Cayuga Hills Rd. is doing a small addition. Interior improvements are being done to the Marriott at 29 Thornwood Dr. Tompkins County is doing a 550 sq. ft. addition to the Crash Fire & Rescue Building. The Planning Board has changed its meeting from 10/30/12 to 10/23/12. There is also a BZA meeting on 10/24/12. Both of these meetings will be dealing with a 3-4 story mixed use building that Thaler wants to put up next to CFCU on Cinema Drive. They have to go before the BZA because it exceeds the height restriction. Variances are also required regarding a parking setback and buffer strip. They want to do a peak roof instead of a flat roof. 45 feet is the tallest allowed in the B&T Park. Regal Cinema had previously received a height variance due to the HVAC unit on the roof. Cayuga Medical Center on the corner of N. Triphammer Rd. and Craft Rd. will be installing a temporary asphalt parking lot in front of the building for the winter. Lansing Meadows has received a demo permit to take down the abandoned house on Oakcrest. They are currently installing a sidewalk by BJ's. Eric is also working on plantings for a buffer. There is a problem with the proximity of the water/sewer lines and the amount of property for plantings.

Leopold asked if Booker's restaurant is required to have screening for their dumpsters. Booker's has opened and has a very nice outside dining area, but the dumpsters are an eye sore. They are not required to have screening, but Marty will talk to them about this situation. Lynn also wants to move the rain garden plantings before we start construction of the new Village Office.

Nolan Hatfield stated that mowing has slowed down. Brush pick up is Monday.

Mayor Hartill stated that he met with Ivar Jonson and his engineer. The southern side of Nor Way that connects to Janivar will be completed before next construction season. No Certificates of Occupancy will be issued for houses on that road unless we have escrow money to finish the road.

Leopold asked if we would be discussing the Barton & Loguidice Study. Hartill feels there is nothing to talk about since we already knew what was needed and the process of getting the study completed was to engage the public. We still need to do something about the Woodthrush Hollow/Coventry Walk connectivity issue.

Hartill entertained a motion to approve the vouchers.

Resolution #5914- Abstract of Audited Vouchers

Be it RESOLVED, that Abstract of Audited Vouchers No. 5 for the General Fund, in the amount of \$27,390.09 is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 5 for the Sewer Fund, in the amount of \$488.55, is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 5 for the Water Fund, in the amount of \$151,992.98, is hereby approved for payment.

Trustee O'Neill moved that the foregoing Abstract of Audited Vouchers resolutions be adopted and Trustee Baker seconded the motion.

Mayor Donald Hartill-Aye
Trustee Julie Baker-Aye
Trustee Patricia O'Rourke-Aye

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

Motion- To Adjourn

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

Mayor Donald Hartill-Aye
Trustee Julie Baker-Aye
Trustee Patricia O'Rourke-Aye

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

The meeting adjourned at 1:35pm.

Jodi Dake
Clerk/Treasurer