

Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Monday, July 15, 2013, in the Village Office.

PRESENT: Mayor Donald Hartill; Trustees John O'Neill and Patricia O'Rourke; Clerk/Treasurer, Jodi Dake; Attorney David Dubow; Planning Board Member, Maria Stycos.

Mayor Hartill called the meeting to order at 7:32pm and opened the public comment period. There were no comments.

Motion-To Close the Public Comment Period

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

Mayor Donald Hartill-Aye Trustee John O'Neill-Aye
Trustee Patricia O'Rourke-Aye

Then next item was to authorize Budget Transfers for 2012-13. The Mayor stated that this was to make all the accounts balance. Jodi explained that the line items that were over spent in the water and sewer funds were due to higher water/sewer consumption than anticipated. In the sewer fund we are able to just shift monies between expenditures, however, in the water fund we will actually have to increase the Estimated Revenue (F510) and Appropriations (F960).

Resolution #5986 -To Authorize the Following Budget Transfers for
2012-13

2012-13 BUDGET TRANSFERS- GENERAL FUND

Be it RESOLVED to transfer

\$2,246.32	from Special Items, Contingent Account, A1990.4, to General Government Support, Clerk, Personal Services, A1410.1
\$ 51.21	from Special Items, Contingent Account, A1990.4, to General Government Support, Clerk, Contractual, A1410.4
\$ 3,358.50	from Special Items, Contingent Account, A1990.4, to General Government Support, Law, Contractual, A1420.4
\$ 1,195.05	from General Government Support, Buildings, Equipment, A1620.2, to General Government Support, Buildings, Utilities, A1640.42,
\$ 4,004.75	from General Government Support, Buildings, Equipment, A1620.2, to General Government Support, Buildings, Village Office, A1620.44,

\$ 2,812.50 from General Government Support, Central Garage, Equipment, A1620.2,
 to General Government Support, Central Garage, Contractual, A1640.4,
 \$ 2,517.11 from Public Safety, Traffic Control, Equipment A3310.2, to Public Safety,
 Traffic Control, Contractual A3310.4
 \$ 988.95 from Public Safety, Code Enforcement/Fire Inspector Officer, Personal
 Services, A3620.13, to Public Safety, Code Enforcement Officer, Personal
 Services, A3620.11
 \$ 400.00 from Public Safety, Code Enforcement/Fire Inspector Officer, Personal
 Services, A3620.13, to Public Safety, Electrical Inspector, Personal
 Services, A3620.12
 \$ 2,389.74 from Special Items, Contingent Account, A1990.4, to Transportation,
 Street Administration, Personal Services, A5010.1
 \$ 2,853.77 from Transportation, Permanent Improvements, Capital Outlay, A5112.2,
 to Transportation, Street Administration, Personal Services, A5110.12
 \$29,403.82 from Transportation, Permanent Improvements, Capital Outlay, A5112.2,
 to Transportation, Street Maintenance, Contractual, A5110.4
 \$ 4,200.00 from Transportation, Permanent Improvements, Capital Outlay, A5112.2,
 to Transportation, Permanent Improvements, Capital Projects, A5112.22
 \$ 300.82 from Special Items, Contingent Account, A1990.4, to Culture and
 Recreation, Playgrounds & Recreation Centers, Contractual, A7140.4
 \$ 600.00 from Special Items, Contingent Account, A1990.4, to Culture and
 Recreation, Celebrations, A7550.4
 \$ 988.95 from Special Items, Contingent Account, A1990.4, to Home &
 Community Services, Zoning, Personal Service, A8010.1
 \$ 915.00 from Home and Community Services, Planning, Legal Expense,
 A8020.41, to Home and Community, Zoning, Legal Expense, A8010.42
 \$ 7,096.00 from Special Items, Contingent Account, A1990.4, to Home &
 Community Services, Storm Sewer MS4, A8140.4
 \$ 1,139.00 from Special Items, Contingent Account, A1990.4, to Employee Benefits,
 NYS Retirement, Employers Share, A9010.8
 \$ 1,024.21 from Special Items, Contingent Account, A1990.4, to Employee Benefits,
 Hospital & Medical Insurance, A9060.8

Total Contingency used -\$19,194.75

2012-13 BUDGET TRANSFERS- WATER FUND

Be it RESOLVED to transfer

\$ 20.00 from Home & Community Services, Source of Supply, Power & Pumping,
 Electric, F8320.41, to Home & Community Services, Water
 Administration, F8310.0
 \$ 5,817.32 from Interfund Transfers, Budgetary Provisions for Other Uses, F9962.2,
 to Home & Community Services, Source of Supply, Power & Pumping,
 Purchases, F8320.44

- \$ 1,132.39 from Home & Community Services, Transmission & Distribution, Contractual, F8340.4, to Home & Community Services, Source of Supply, Power & Pumping, Purchases, F8320.44
- \$ 6,547.43 from Home & Community Services, Source of Supply, Power & Pumping, Engineering, F8320.45, to Home & Community Services, Source of Supply, Power & Pumping, Purchases, F8320.44
- \$ 183.00 from Home & Community Services, Source of Supply, Power & Pumping, Electric, F8320.41, to Home & Community Services, Source of Supply, Power & Pumping, Purchases, F8320.44
- \$ 8,927.00 from Special Items, Contingent Account, F1990.4, to Home & Community Services, Transmission & Distribution, Equipment, F8340.2
- \$ 1,073.00 from Special Items, Contingent Account, F1990.4, to Home & Community Services, Transmission & Distribution, Contractual, F8340.4
- \$ 12,694.68 from Interfund Transfers, Budgetary Provisions for Other Uses, F9962.2, to Home & Community Services, Transmission & Distribution, Contractual, F8340.4
- \$ 2,000 Budget Increase Estimated Revenues, A510 and Appropriations A960 F2140 Department Income, Metered Sales F8320.44 General Government Support, Source of Supply, Power Pumping-Purchases (\$1,315.39)

Total Contingency used -\$10,000

2012-13 BUDGET TRANSFERS- SEWER FUND

Be it RESOLVED to transfer

- \$ 504.12 from Home and Community Services, Sanitary Sewer, Equipment, G8120.2, to General Government Support, Engineering, Contractual, G1440.4
- \$10,000.00 from Special Items, Contingent Account, G1990.4, to Home & Community Services, Other Sanitation, Intergovernmental Charges, G8189.4
- \$ 7,333.00 from Home & Community Services, Sanitary Sewer, Capital Projects, Contractual, G8120.22 to Home & Community Services, Other Sanitation, Intergovernmental Charges, G8189.4

Total Contingency used -\$10,000

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

Mayor Donald Hartill –Aye Trustee John O'Neill-Aye
 Trustee Patricia O'Rourke-Aye

Jodi stated that there were no Encumbrances for this year.

The next item on the agenda was to approve minutes from July 1st. They could not be approved without Julie being present.

Hartill attended the Water Commission meeting and the Commission decided that for this fiscal year they will continue the present system for charging customers. Low use customers will continue to subsidize the high use customers. The second Burdick Hill sister replacement tank is going forward. The City of Ithaca stated that one of the reasons for going with their own water system was so that they could help us in time of need. However, Hartill stated that there is no plan to be able to pump up into our distribution system. SCLIWC will provide them with water during construction. SCLIWC pumps 3 million gallon a day and Ithaca wouldn't be able to provide us with that much water and still supply their customers.

We are making progress with our new Administrative Building out front. Mayor Hartill will be attending the weekly contractor meetings.

Mayor Hartill stated that we need a short executive session for personnel matters.

Motion- To Go Into Executive Session for Personnel Issues

Trustee O'Neill moved to go into executive session. Trustee O'Rourke seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye Trustee Patricia O'Rourke -Aye
Trustee John O'Neill -Aye

The Board went into executive session at 7:40pm.

Motion- To Come Out of Executive Session

Trustee O'Rourke moved to come out of executive session. Trustee O'Neill seconded the motion. A vote was taken:

Mayor Donald Hartill-Aye Trustee Patricia O'Rourke -Aye
Trustee John O'Neill -Aye

The Board came out of executive session at 7:46pm.

It was pointed out that salaried employees all received an extra two weeks pay in this budget year. When figuring what an employee's biweekly salary will be you take the salary and divide it by the number of pay periods in that year, which is usually 26. However, this budget year there were 27 pay periods with the final pay for our budget year being May 31st. The Board decided that the best way to resolve this issue is to have the salaried employees use their comp time and lost PTBA time from the 2012-13 Budget year to repay this. The Clerk/Treasurer will keep track of this as part of the payroll. Jodi pointed out that Floyd was a base salary with no set number of work hours but the

amount of revenue he has brought in for electrical permits has exceeded his salary amount, therefore the Board agreed that he did not have to repay his overpayment since it was already earned.

Resolution#5987- To Have the Salaried Staff Repay the Two Weeks of Pay with Earned Comp Time or PTBA Time Lost in the Last Budget Year.

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

Mayor Donald Hartill-Aye

Trustee Patricia O'Rourke -Aye

Trustee John O'Neill -Aye

In the last year, Marty has lost 59 PTBA hours because he just couldn't use them. John has accumulated 30 comp hours and Jodi has 35.5 comp hours. One of the disadvantages with having a small office staff is that when you take time off you don't have anyone that does your work for you while you are gone so you end up working more before and after vacation to get everything that needs to be done completed.

Motion- To Adjourn

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

Mayor Donald Hartill-Aye

Trustee Patricia O'Rourke -Aye

Trustee John O'Neill -Aye

The meeting adjourned at 7:48pm.

Jodi Dake
Clerk/Treasurer