

Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Monday, April 7, 2014, in the Village Office.

PRESENT: Mayor Donald Hartill; Trustees Lynn Leopold, John O'Neill, Patricia O'Rourke and Julie Baker; Clerk/Treasurer, Jodi Dake; Attorney David Dubow.

Mayor Hartill called the meeting to order at 7:31pm and opened the public comment period.

Marjorie Pryse, who lives on Pembroke Lane, stated that they have skateboarders on their road. The road is very windy and they are concerned with the safety issue. She went online and looked at the Village Code and didn't see anything about skateboarders. O'Rourke stated that they also had skateboarders this spring on Twin Glens Road. Hartill stated that we had the same issue in the Bolton Estate development last year. We don't have a method of enforcement for keeping skateboarders off the roads. We could do signs, but we are not sure how effective they would be. The Mayor will check with John Courtney, the Village Superintendent of Public Works, to see what kind of signage we can have.

Nick Vaczek thinks that the Village should pay someone to maintain the Village's four corner gardens. He feels it would probably take someone 20 hour to weed and get those corner gardens looking nice. Nick asked if this could be done by a paid person. Hartill stated that we do have a budget item for summer help. Leopold added that she and Nick usually do a first weed out and then by August it is a weed bed. Hartill feels it is difficult to arrange for volunteers. Mayor Hartill will think about it and try to come up with a solution. It was suggested that we look into youth employment or a Cornell student. Leopold stated that even though we own those gardens, we are basically doing landscaping to beautify the entrance for the Shops of Ithaca Mall. The Shops at Ithaca Mall use to maintain that area but now say they can't afford to have a landscaper.

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:

Mayor Donald Hartill-Aye
Trustee John O'Neill-Aye
Trustee Julie Baker-Aye

Trustee Lynn Leopold-Aye
Trustee Patricia O'Rourke-Aye

The next item on the agenda was the Budget public hearings. The Mayor entertained a motion to open the public hearing.

Motion-To Open the Public Hearing on the 2014-15 Village of Lansing Budget

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

Mayor Donald Hartill-Aye
Trustee John O'Neill-Aye
Trustee Julie Baker-Aye

Trustee Lynn Leopold-Aye
Trustee Patricia O'Rourke-Aye

Hartill stated that if you look at line item A1001-Property Tax you do not get the correct total for a Tax Rate of \$.98/\$1,000 of assessed value. Our Clerk/Treasurer had pointed this out to the Mayor today that you get a different number. The reason for that is because he took the current tax levy x 1.02 and rounded it. The correct calculation will increase this line item by \$1,780 and A1081 In Lieu of Taxes by \$395. The Mayor proposed that we change A1001 Property Taxes in the budget from \$444,266 to \$446,046 and A1081 to \$16,395. This will enable us to decrease the amount of Capital Reserve money we use by \$2,175. It is within the tax cap although he was considering going over the tax cap to make a statement to the State. The Tompkins County Assessment Department can carry the tax rate amount out 6 decimal places. The Sewer Bond Interest was also mis-typed into the budget and should be \$5,350 instead of \$5,300.

Hartill told the Board that he went through an exercise to see what the basic costs are to just keep our Village doors open. He looked into the costs to just keep the place running with personnel, keep lights and heat on, and what fraction of the Villager expenses that indicates, then what is left over to do projects. He calculated that that basic cost amount is \$500,000. We have been doing a lot of big projects in the last couple of years. He was reassured that we are whole in that respect. Each year we spend about \$80,000 on repairs, \$500,000 to pay for snow plowing.?? The Mayor wants to see how the State Government will play out state wide in terms of the tax rebate. He is prepared to exceed the tax cap if and when necessary. In the Proposed Budget we are taking \$489,217 out of the General Capital Reserve Fund for highway projects and equipment. We need to pay attention to not increasing our staff and not have unnecessary spending.

Motion-To Close the Budget Public Hearing

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

Mayor Donald Hartill-Aye
Trustee John O'Neill-Aye
Trustee Julie Baker-Aye

Trustee Lynn Leopold-Aye
Trustee Patricia O'Rourke-Aye

RESOLUTION#6032-To Adopt the Proposed 2014-15 Budget as the Official Budget for 2014-15 With the Following Line Item Adjustments:

Sewer Fund	-G1030-\$24,050	Sewer Special Assessment
	-G9710.7-\$5,350	Sewer Bond Interest
General	-A1001- \$446,046	General Tax
	-A1081-\$16,395	In Lieu of Tax
	-A2850-\$489,217	Lower amount Transfer from Reserve

Making the final 2014-15 Budget amounts

General Fund Budget: \$2,146,593
 Water Fund Budget: \$1,132,653
 Sewer Fund Budget: \$ 754,357

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

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

The Clerk/Treasure stated that with preliminary calculations, the Special Assessment Rate will be approximately \$11.62 per unit and \$.04/\$1,000 of Assessed value. The tax rate will be approximately \$.98/\$1,000. There could be around a \$5,000 change in taxes collected depending on possible spending assessment adjustment for a couple of hotel properties that have challenged their assessed value. The total General Budget is \$2,146,593. The Water Budget is \$1,132,653 and the Sewer Budget is \$754,357.

The next item on the agenda was to consider waiving the late fees for water/sewer account N5590. Dake stated that Younghyun Lee stopped into the office asking that her late penalties of \$13.83 be waived. She claims she had placed her January payment in the new drop box. However, her check never cleared. She has always been very good about paying her bill.

RESOLUTION#6033 -To Waive the Late Fees in the Amount of \$13.83 for Water/Sewer Account N5590

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

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

The Board had two sets of minutes to approve.

Motion- To Approve the Minutes from March 13 & 17, 2014

Trustee O'Rourke moved to approve the minutes. Trustee O'Neill seconded the motion. A vote was taken:

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

Dake stated that there are four more change orders ready for the Board's approval regarding the new Administrative Building. They have been reviewed and approved by QPK, Marty Moseley and Courtney.

GC-011-EIFS Winter Protection	-\$3,174.00
GC-012-Cut Out Bank	-\$ 381.00
GC-013-Install Electric Conduit to Site Sign	-\$ 569.00
GC-014-Additional Topsoil at Gasline	-\$ 813.50

O'Neil asked for some clarification on GC-011. Hartill stated that the EIFS is the soffits which had to be reengineered.

Mayor Hartill entertained a motion to approve the four change orders.

Resolution #6034-To Approve the Following Four Proposed Change Orders Totaling \$4,937.50

GC-011-EIFS Winter Protection	-\$3,174.00
GC-012-Cut Out Bank	-\$ 381.00
GC-013-Install Electric Conduit to Site Sign	-\$ 569.00
GC-014-Additional Topsoil at Gas Line	-\$ 813.50

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

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

The next item on the agenda was to finalize the Village of Lansing Landscape Plan for the new Administrative Building. Marty Moseley had emailed the Trustees the recommendation from the Planning Board on March 26th. Each Trustee received a color coded map showing what was approved. The Planning Board approval included two conditions:

1. There be a small strip of meadow grasses next to the creek for a buffer or runoff
2. Allow for at least two if not three white spruce trees along the creek area as proposed on the plan

Maria Stycos has offered to plant a tree in honor and memory of Rita Smidt, specifically the Swamp Oak on the proposed Plan. Sy Smidt would like to share in that gift to the Village by paying one half of the anticipated cost. It was agreed that the Village could provide a little plaque near the tree. Rita was the “mother” of our Village. Sy was the first Mayor, followed by Ann Furry, Ted Wixom and Don.

Jodi asked if we want to remove the nice block raised bed by the front door of the old building as proposed on the drawing. O’Neill feels we should keep the raised garden. Leopold stated that the original thought was to have the area around the old building all level and take out the bricks. She felt that it has always been hard to water that garden. After some discussion, the Board decided to keep that raised flower bed and change out a few plants. Bricks were moved from one end of the raised garden when the contractor installed the new sidewalk. The contractor is responsible for returning it to its previous state.

Mayor Hartill said the question that he poses to the Board tonight is: Does this look like a reasonable landscape plan? The Board was encouraged to think of it as a phased plan. After a year we will look into what else we feel is needed as far as plantings. The priority at this point is to make sure we are meeting all of our stormwater management requirements.

Hartill is concerned with how we stabilize the retention ponds. O’Neill doesn’t care for the pond out front. He thinks the sidewalk is being undercut. Hartill agreed that we do have to stabilize the soils and make sure it can be maintained by our staff. Once we have grass it should stabilize. We will add soil where it has washed away. Dake pointed out that the general contract calls for Edgar to have grass around the new building.

Hartill feels we have a very nice building with a few issues, most of which have been resolved. Nick Vaczek, after reviewing the planting plan, stated that he believes that the arborvitae won’t survive. One must also be careful with some evergreens. Deer eating the plantings is an issue. The Village needs to make sure that the trees are covered and have watering device. Hartill stated that the Highway Department will be able to do that just like they did along N. Triphammer Rd. when we planted all those trees as part of the Triphammer Road Project.

Hartill stated that the original proposal required a lot of maintenance and was very elaborate. This scaled down plan is more acceptable. Cayuga Landscaping is putting together a list of vegetation so that we can get quotes on the plan. Dubow stated that State Law provides that if the project is under a certain amount, then we only need 3 written quotes as opposed to formal bids. If it is more than that then we will have to go through the bidding process. The Board hopes to keep it under that threshold. Once Cayuga Landscape puts this plan together, we will assess the list. Hartill feels we have a reasonable concept to go forward with.

Leopold stated that on the north side of the new building we will have meadow along the stream which will come out a couple of feet. This meadow area is a grass mixture that

will not be mowed on a regular basis. The taller grass will act as a physical barrier to help to control runoff. The grass requires less maintenance since it will only have to be cut at the end of season each year.

It was reported that for the next ten weeks, Marty Moseley will have to report to the County offices every Thursday for Grand Jury duty. Therefore, he will miss the next three Thursday meetings. Jodi will be gone for the next Thursday and Monday meetings. Hartill asked if we have any agenda items for the Monday meeting or if we should just cancel it. The Board decided that since they have a meeting on the Thursday before the meeting scheduled for April 21st, the meeting on the 21st can be cancelled. As a result, the upcoming Thursday meeting will be Julie Baker's last staff meeting.

Resolution #6035- To Cancel the Monday, April 21, 2014 Meeting Due to Lack of Agenda Items

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

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

Maria asked how she should go about giving the tree gift. It was suggested that she buy the tree and also pay to have it planted. Based on that arrangement, the Swamp White Oak tree will be removed from the landscape plan when it goes out for procurement or the bid. Hartill confirmed that the Village will arrange for the plaque.

During the Mayor's comments Hartill stated that the Village Election is on April 22nd. There are two candidates that he would like to meet with after the meeting to have papers notarized by Jodi.

Hartill stated that he was in California last week and their roads are falling apart. Leopold stated that the Cayuga Mall pot holes are awful. Hartill hopes that this year we can finish the sidewalk on the south side of Pyramid Rd. The southerly stormwater facilities portion of the Dart project are also scheduled for this construction season.

Leopold stated that she has been speaking with Barbara Eckstrom. Tompkins County Solid Waste is starting a food waste drive. Barbara would like to know if the Village would be willing to have a pilot drop off area. Leopold thought that the garage area may be a good location. They will hire someone or we can, in which case they will reimburse us. The position pays about \$15/hr. The drop off would be open on Saturday from 10am-2pm. The bin would only be here on Saturday. It is too expensive to do by single houses, so they are going to try and have these drop off areas. It is much more effective to have a neighborhood collection. If the Village was to be a drop off area, it has to be coordinated with our Highway Department. Leopold will talk to Courtney. Hartill was concerned with having people go up in the garage area because of the equipment stored up there. Dake

suggested having it in the parking lot behind the old office building. Liability and insurance issues would also have to be worked out. Leopold will get more details to share with the Board on logistics. One condition that the Board would insist on would be for the bins to be removed that same day.

Leopold stated that she went to the Village of Trumansburg deer meeting. Trumansburg will be starting a deer management program. There was a lot of public support. They were thankful of our reference to the program. It was indicated that we have shown other municipalities that you can do a hunt in an urban area.

Hartill added that the NYSDEC minimum distance for bow hunting has changed from 500 feet to 150 feet. This allows you to hunt more areas. This summer we need to revisit our hunting regulations. One thing that needs to be looked at is whether getting hunting permission should be required every year as is currently done, or do we get it once and it is good until it is revoked or terminated. Another detail will be the reference to long bow. It was suggested that we simply use the term “bow” and make it clear that crossbows are not permitted.

Motion- To Adjourn

Trustee Leopold moved for adjournment. Trustee O’Rourke seconded the motion. A vote was taken:

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

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

The meeting adjourned at 8:39pm.

Jodi Dake
Clerk/Treasurer