

Village of Lansing

MINUTES of a meeting of the Board of Trustees of the Village of Lansing held on Thursday, July 16, 2015, in the Village Office.

PRESENT: Mayor Donald Hartill; Trustees, Patricia O'Rourke, John O'Neill, Ronny Hardaway; Code & Zoning Officer, Marty Moseley; Jodi Dake, Clerk/Treasurer; Supt. of Public Works, John Courtney; MEO, Nolan Hatfield; Laborer, Chris Zavaski.

Mayor Hartill called the meeting to order at 12:18pm.

Marty Moseley reported the following:

- Lisa Schleelein has agreed to do our Planning Board minutes for \$60 per meeting. Moseley will continue to do the few BZA minutes that we have.

Resolution#6179- To Authorize Lisa Schleelein to Transcribe Minutes and Receive Compensation of \$60 per Meeting

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

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

Trustee Patricia O'Rourke-Aye
Trustee Ronny Hardaway-Aye

- Tompkins County Soil and Water Conservation is submitting a Water Quality Incentive Program (WQIP) grant application and they are asking for our support for Stormwater Conveyance System Mapping. WQIP has money available to assist with mapping for a sewershed and will provide for compliance with EPA. We would gain mapping at no cost to the Village. Hartill asked Moseley to send a support letter.
- NYSDEC has found us to have a deficiency on our annual report because our address was not filled out correctly as to where the Stormwater Management Plan could be found. This has been corrected.
- The County and local businesses are interested in a micro grid system at the Business & Technology Park. The County is a lead on this. The idea behind it is to create a system to maintain power in a power outage. They may utilize the use of above ground solar on top of parking garage. NYSEG has agreed to let them hook into the grid. Currently, there are 13 micro grid applications approved. Hartill added that there has been lots of discussion about these kinds of massive projects. One problem is the sun doesn't always shine and there needs to be an agreement with NYSEG. A grid system is needed that will accommodate it. Germany is experiencing problems.
- Marty requested that a Trustee be appointed to the Lighting Commission to replace Lynn Leopold. The Lighting Commission consists of the highway superintendent, Courtney, one Planning Board member and one Trustee.
- Building permits are down since last year.

- CU Suites will be coming back to the BZA next Tuesday to seek a height variance. Hartill stated that he would be concerned if we increase the height.
- There was a fire at Friendly's.
- Moseley has started working on the Sewer Law again. He hopes to have it to the Trustees by next month.
- Met with Dubow to discuss proposed zoning changes. The Board should see those proposals in 2 months.
- Cayuga Landscape has been given the go ahead to plants/warrantee work.

Hartill asked if other municipalities were seeing decreases in building permits. Moseley wasn't sure about the number of building permits being issued in other municipalities. He did know that a lot of municipalities are seeing an increase in solar installation permits. Moseley will contact other municipalities to get this information for the Mayor. The Town of Lansing has informed Moseley that they usually see 30 building permits each year and this year they have seen 30 permits in solar alone in January and February.

Resolution #6180- To Appoint John O'Neill as a Member of the Lighting Commission

Trustee O'Rourke moved to appoint O'Neill to the Lighting Commission. Trustee Hardaway seconded the motion. A vote was taken:

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

O'Rourke stated that the Cayuga Heights Bridge would be closing this weekend. Dake stated that closure information is posted on the Village webpage. If you look at width of bridge there is more room on each side since the curb was removed. Courtney stated that with the curbing removed it makes the bridge nicer to plow.

Dake reported the following:

- Dake has been working with Jason Stoutjesdyk of Progressive Energy to find the best rate on gas/electric. The Town of Lansing uses them and Sharon Bowman referred him to us. Since it will be a contract for 1-3 years to lock in the rate, Dake requested that the Board decide on the length of the term they are comfortable with. O'Neill likes the 2 year rate since it is the cheapest.

Resolution #6181- To Allow the Clerk/Treasurer to Sign a 2-Year Contract to Have Champion Energy Service Provide the Village with Electricity

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

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

- A Resolution was needed to authorize the Mayor to sign a Notice to Proceed with the Craft Road Traffic Signal Project.

Resolution #6182-To Authorize the Mayor to Sign the N. Triphammer Road and Craft Road Intersection Improvements Notice to Proceed.

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
Trustee Ronny Hardaway-Aye

- Dake, Dawson and Schleelein have substantially finished organizing the Comprehensive Plan information gathered from the different groups. The information has been reorganized to make it easier to read and eliminate redundancies. It was modeled after the award winning Chili Comprehensive Plan. She requested that the Board schedule a joint meeting to review the Comprehensive Plan for some time in August. The Comprehensive Plan will be emailed to the Boards and comments should be emailed back to Dake. This will enable Dake to organize all questions and concerns before the joint meeting. After the Board has reviewed the document and are happy with it, it will then go to Tompkins County Planning for 239 review and onto our webpage for the public to review. A public hearing will be held before adoption.
- A majority of 2015-16 taxes have been collected. There is still approximately \$60,000 to collect. Of that, about \$48,000 is owed from two of our hotels. The amounts are extremely high due to delinquent water bills being added to the tax bill.
- Dake handed out forms to be completed by the Trustees so they are officially authorized, along with the Clerk/Treasurer, to be signers on the Tompkins Trust Company bank accounts.
- Water bills went out July 1st and are due by the 20th.
- The final list of which Trustee will be covering the Planning Board meeting has been emailed to the Trustees. A copy is also posted on the bulletin board by the mailboxes and in the Code & Zoning Office.
- Dake handed out a list of budget transfers that are needed to balance the 2014-15 budget. The list also shows the encumbrances that the Village plans to do.

Resolution #6183 -To Approve the Following Budget Transfers/Encumbrances

2014-15 BUDGET TRANSFERS- GENERAL FUND

Be it RESOLVED to transfer

\$ 1,585.00 from Special Items, Contingent Account, A1990.4, to General Government Support, Law, Contractual, A1420.4

\$15,664.00 from Home & Community Service, Planning, Legal Expense, A8020.41, to General Government Support, Law, Contractual, A1420.4

\$ 2,036.00 Legal over mainly because of Water Project negotiations w/ SCLIWC
 from Special Items, Contingent Account, A1990.4, to General
 Government Support, Buildings, Utilities, A1620.42
 \$ 9,147.00 from Special Items, Contingent Account, A1990.4, to General
 Government Support, Special Items, Unallocated Insurance, A1910.4
 New Equipment increases premium
 \$ 5,284.00 from Transportation, Street Maintenance, Personal Services, A5110.12, to
 Transportation, Street Maintenance, Contractual, A5110.4
 Adam gone so used his line item for Highway contractual
 \$115,492 from Transportation, Permanent Improvements, Capital Outlay, A5112.2,
 to Public Safety, Traffic Control Equipment, A3310.2
 For Craft Road Signal total contract to Encumber
 \$ 6,170.00 from Transportation, Street Lighting, Contractual, A5182.4, to
 Transportation, Snow Removal, Contractual, A5142.4
 Ordered extra salt & scrapers at end of year to use next year
 \$1,080.00 from General Government Support, Buildings, Village Office, A1620.44,
 to General Government Support, Engineerr, Contractual, A1440.4
 \$ 316.00 from General Government Support, Buildings, Village Office, A1620.44,
 to Home and Community Services, Community Beautification,
 Contractual, A8510.4
 \$7,232.00 from General Government Support, Special Items, Contingent Account,
 A1990.4, to General Government Support, Special Items, Tax Refund,
 A1930.4
 \$1,935.50 from General Government Support, Special Items, Contingent Account,
 A1990.4, to General Government Support, Special Items, Tax Refund,
 A1930.4
 Daniel Martin and Homik Inns- Court Ordered Tax Refund for 2012 and
 2013 for two hotels.
 Total Contingency used -\$20,000.00

2014-15 BUDGET TRANSFERS- WATER FUND

Be it RESOLVED to transfer

\$ 2,179.00 from Home & Community Services, Source of Supply, Power & Pumping,
 Purchases, F8320.44, to Home & Community Services, Transmission &
 Distribution Contractual, F8340.4
 \$ 10,000.00 from Special Items, Contingent Account, F1990.4, to Home &
 Community Services, Transmission & Distribution Contractual, F8340.4
 Used Bellisario when we normally do repairs
 \$ 14,587.00 from Home & Community Services, Source of Supply, Power & Pumping,
 Purchases, F8320.44, to Source of Supply, Power & Pumping,
 Engineering, F8320.45
 Route 13 Water Project Engineering

\$ 203.00 from Home & Community Services, Source of Supply, Power & Pumping, Electric, F8320.41 to Home & Community Services, Transmission & Distribution Equipment, F8340.2

Total Contingency used -\$10,000

Be it further RESOLVED to Increase the Total Budget \$106,624-The amount that SCLIWC is contributing to the Water Capital Project which we are a pass thru for - it is a joint project.

DR F2378	\$106,624	
CR F8340.2		\$106,624

The remaining amount in this line item will be encumbered for the Water Capital Project that is still continuing into 2015-16 Budget year. (\$94,445) SCLIWC Still owes the 2nd half of their share of the project so will see another total budget increase in the 2015-16 Budget.

To Account for the Increased Water Sales \$44,078

DR F2140	\$44,078	
CR F8320.45		\$44,078

To cover the engineering costs of the Water Project.

The total increase in the Water Budget will be \$150,702

2014-15 BUDGET TRANSFERS- SEWER FUND

Be it RESOLVED to transfer

\$ 257.00 from General Government Support, Special Items, Contingent Account G1990.4, to General Government Support, Engineering, G1440.4

\$85,897.00 from Home and Community Services, Sanitary Sewer, Capital Project, G8120.22 to Home and Community, Other sanitation, Intergovernment Charges, G8189.4

It is close to the total we pay VCH for Borg Warner

Total Contingency used -\$257

Be it further RESOLVED to Place the Following Encumbrances,

Water-F8340.2 Transmission & Distribution, Equipment- \$94,445- SCLIWC paid for their share of the Joint Water Project which continues into next budget year for payments. Project is substantially completed.

Sewer-G8120.4 Sanitary Sewer Contractual I&I- \$52,710-Flo Assessment Services- long term flow monitoring underway but not completed. Have contract.

General-A3310.2 Traffic Control, Equipment-\$274,107-Craft Rd. Signal. Have Contract
-A5112.22 Street Improvement capital Project-Craft Signal Road Work-\$75,000
-A8140.4 Storm Sewer -\$25,511.68-HD Supply for Uptown Sidewalk

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

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

Trustee Patricia O'Rourke-Aye
Trustee Ronny Hardaway-Aye

Hartill stated that he is waiting to hear back regarding the acquisition of Northwood Rd. Dubow has also been in contact with their lawyer.

Hartill asked Courtney if there was much damage in this last down pour. Courtney stated that the Sheraton Drive ditch is an issue. He is working with TG Miller to engineer a solution for Sheraton Drive. One problem is that there is fiber and cable in the ditch. Hartill asked if the problem could be solved with adding pipe. Courtney feels there is no room so he wants to just fill with riprap. Another issue is that there is a cable line and water line there in the shoulder. Courtney is waiting for Verizon to get back to him regarding securing their line. Courtney feels it is hard to get everything in there. Hartill would prefer to find a way to put a pipe in that area. Hartill asked if the pipe could be turned vertical instead of flat. Hartill thinks one solution might be a dual purpose. We could install pipe and also have a shallow ditch that takes the flow from lawns and a catch at the end. Hartill would like Courtney to think hard about his proposed solution. Courtney stated that he is all for pipe but it speeds up the velocity of the water which worries him. Hartill would really like Courtney to explore that solution. Courtney is working with TG Miller.

Schleelein stated that there were a lot of sticks and debris in the last culvert on Warren Road before you turn at the light. The debris blocking the culvert is spreading the water out. Schleelein asked who should be called to fix this situation. Courtney stated that Tompkins County is responsible for keeping it clear. Courtney stated that if you ever see an issue like this to contact him and he'll call Tompkins County. Courtney will look at the situation.

Cayuga Heights Road ditch is scouring down. We had the Town of Lansing dig it out last year. Courtney is reluctant to disrupt ditches because they wash away.

O'Neill reported on the Town of Lansing meeting he attended. They are discussing a noise ordinance and he asked if Moseley could send ours to the Town of Lansing. O'Neill brought a copy of the Town's Ag report to leave in the Village office. He also had Hydrilla information. Dake stated that it is already posted in the Village lobby.

Hardaway reported on the Planning Board meeting he attended Monday night. Main item on agenda was CU Suite. The Planning Board left the public hearing on this issue open

until after the Board of Zoning Appeals meeting. They plan to finish the public hearing this month. At the Planning Board meeting Chairman Tomei advised people to not have quorums that would violate the sunshine law. He stated this basically to inform new members.

Chris Zavaski stated that he has been mowing, trimming and trying to keep the Village looking good. Nolan added that he did roadside mowing yesterday. He will continue roadside mowing on Blackchin for the rest of the day. Nolan feels the roadside mower the Village rented is a nice machine. They've also been doing some ditching.

Courtney reported the following:

- Sheraton/Cinema is on the list to repave this year. At that time, Courtney would like to fix the sidewalk that transitions thru the Trip Hotel driveways. He is working with Moseley to incorporate so work is not redundant. CHIPS is mandating that if you get money from NYS you have to be ADA compliant.
- Pyramid Drive sidewalk by the Ramada continues to be an issue that needs to be resolved. Courtney feels we cannot make every sidewalk ADA compliant. Hartill suggested using the sidewalk on the south side and then have a crosswalk crossing the road. Hartill feels that makes more sense than trying to make the north side ADA compliant. Moseley suggested a 3 way stop at bottom of hill. What once was believed to be the Shops at Ithaca Mall's property at the end of Pyramid is actually owned by the Village. Hartill suggested marking a crosswalk on the road and installing a stop sign to solve the issue. Extra precautions will need to be put in place initially to get people use to a new 3 way stop. Courtney thinks we need a traffic study to install a stop sign. Hartill stated that this will also solve the sidewalk to nowhere issue. This will make a more ADA compliant path. Courtney stated that he doesn't know how to do 2 lane stop signs. Courtney will discuss this solution with Dave Herrick to make sure he doesn't see any issues with this solution.
- Courtney wants to do work up on Woodthrush Hollow Road. Hartill told Courtney he can trim limbs but wait a week until the Mayor has had a chance to talk to the owners of Northwood before he start working on the parking lot for the new potential park.
- A stream crossing will be done by Swartout. They will be installing a new culvert.
- Waiting on Uptown project and continue on Sheraton.
- There was a Craft Road Signal Project preconstruction meeting this morning. Start date for project is the end of July with completion scheduled by mid-November. Binghamton Electric Co has their submittals in for poles. There is still a right turn lane included on Craft as part of the project. The whole project may be completed without poles since the lead time is 12-14 weeks out to get poles.
- Highway Department is ditching today.
- Mowing ponds.
- Landscape-Courtney states they are not landscapers but do the best they can. Schleelein stated that she would be happy to show them what needs to be done, how to do it and where our flower boxes and gardens are located. Schleelein

stated that she is embarrassed with the way the Village office looks. Courtney claims that the problem is that he has other projects going on. If we can't handle then we should really look at subcontracting some landscaping or hiring a summer person. Courtney stated that his problem is the developments are forced to put landscaping in and we can't maintain them. His example was the small gardens around the 13 poles in Bolton Estates. Courtney feels that the Planning Board doesn't take into consideration the maintenance issue when they approve new developments.

Hardaway had to leave the meeting.

Schleelein voiced her concern with the street trees from north of Graham Road to the Village office. She thanked the Highway Department for finally cutting down the dead trees. Courtney stated that he is looking to the Mayor for guidance. Courtney complained about the low branches on the street trees.

Dake asked if a resolution was needed to waive the electrical fees for the Craft Road Signal Project. Courtney wants to wait and find out what the contractor had budgeted for permits.

Mayor Hartill entertained a motion to approve the vouchers.

Resolution #6184- Abstract of Audited Vouchers

Be it RESOLVED, that Abstract of Audited Vouchers No. 14 for the General Fund, in the amount of \$78,453.08, is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 2 for the General Fund, in the amount of \$62,336.01, is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 14 for the Sewer Fund, in the amount of \$300.00, is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 2 for the Sewer Fund, in the amount of \$130,291.54, is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 2 for the Special Assessment Sewer Fund, in the amount of \$2,207.50 , is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 14 for the Water Fund, in the amount of \$3,067.25, is hereby approved for payment, and

Be it RESOLVED, that Abstract of Audited Vouchers No. 2 for the Water Fund, in the amount of \$189,548.73, is hereby approved for payment.

Trustee O'Rourke moved that the foregoing Abstract of Audited Vouchers resolutions be adopted and Trustee O'Neill seconded the motion. A vote was taken:

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

Trustee Patricia O'Rourke-Aye

Motion- To Adjourn

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

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

Trustee Patricia O'Rourke-Aye

The meeting adjourned at 1:30pm.

Jodi Dake, Clerk/Treasurer